BOARD OF MAYOR AND ALDERMEN

September 1, 2026 at 7:00 PM
Aldermanic Chambers, City Hall (3rd Floor)

Mayor and All Aldermen

AGENDA

The Mayor calls the meeting to order.

The Mayor calls for the Pledge of Allegiance.

A moment of silence is observed.

The Clerk calls the roll.

PUBLIC COMMENT

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

CONSENT AGENDA

Accept BMA Minutes

2. Minutes from the August 4 Committee on Finance, Special BMA, and BMA meetings.

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

3. 50/50 Sidewalk Petitions:

Residential
- 385 E High Street
- 42 Medford Street

Commercial
- 801 Hanover Street

Information to be Received and Filed

4. Communication from the Solicitor's Office regarding lawsuits filed against the City.

REFERRALS TO COMMITTEES

COMMITTEE ON FINANCE

5. Resolutions:

"Amending the FY2024 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Four Hundred Seventy Thousand Five Hundred Dollars($2,470,500) for the FY2024 713524 North River Road/Bicentennial Drive Roundabout (CMAQ)."

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred One Thousand Seven Hundred Thirty-Four Dollars and Ninety Cents ($101,734.90) for the FY2027 CIP C330040127 FY27 Highway Safety Grant Program."

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Hundred Dollars($150,000) for theFY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT)."

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Dollars ($14,000) for the FY2026 C410021626School Based Dental Program - Medicaid."

REPORTS OF COMMITTEES

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

6. Advising that the update on the City's Revolving Loan Fund has been accepted. *(Unanimous vote with the exception of Alderman Terrio who was late)*

7. Advising that the Finance Department reports:

- Accounts Receivable over 90 days
- Aging Report
- Outstanding Receivables

have been accepted.
(Unanimous vote with the exception of Alderman Terrio who was late)

8. Advising that the City's Monthly Financial Reports (unaudited for the first eleven months of FY26 has been accepted.
(Unanimous vote)

9. Recommending that Ordinance Amendment:

"Amending the Code of Ordinances of the City of Manchester by amending §32.029 Funding and Resource Management pertaining to the Art Commission by increasing spending authorization without board approval to $1,000 per project."

ought to pass and be Enrolled.
(Unanimous vote)

COMMITTEE ON BILLS ON SECOND READING

10. Recommending that Ordinance Amendment:

"Amending Section 70.78 Basic Penalty of the Code of Ordinances of the City of Manchester to include updated parking and other citations."

ought to pass and be referred to the Committee on Accounts, Enrollment & Revenue Administration.
(Unanimous vote)

COMMITTEE ON COMMUNITY IMPROVEMENT

11. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $2,470,500 for CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ) be approved.
(Unanimous vote)

12. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $101,734.90 for CIP C330040127 FY27 Highway Safety Grant Program be approved.
(Unanimous vote)

13. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $150,000 for CIP C330040227 Adverse Childhood Experience Response Team (ACERT) be approved.
(Unanimous vote)

14. Recommending that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $14,000 for CIP C410021626 School Based Dental Program - Medicaid be approved.
(Unanimous vote)

15. Recommending that the request from Families in Transition to consolidate four loans using the terms proposed by the City, contingent upon the State's award of FIT's requested LITHC funding, be approved.
(Unanimous vote)

16. Recommending that the request from Families in Transition for additional funding from the City in the amount of $2.5 million to assist with FIT's recapitalization project be received and filed.
(Unanimous vote)

17. Recommending that the request from the Fire Chief for permission to apply for HSGP Hazmat funds in the amount of $25,000 be approved.
(Unanimous vote)

18. Recommending that the request from the Fire Chief for permission to apply for HSEM grant funding in the amount of $277,000 be approved.
(Unanimous vote)

19. Recommending that the request from the Highway Chief Engineer for the closure of CIP 711425 Household Hazardous Waste Collection be approved.
(Unanimous vote)

20. Recommending that the request from the Public Health Director to extend the deadline of CIP 210623 Public Health Preparedness until December 31, 2027, be approved.
(Unanimous vote)

21. Recommending that the request from the Police Grant Coordinator to extend the deadline of CIP C330041426 FY25 ILO Program until August 31, 2028, be approved.
(Unanimous vote)

22. Recommending that the request from the Police Grant Coordinator to extend the deadline of CIP C330041626 FY25 HSGP SWAT/SOU Equipment until August 31, 2028, be approved.
(Unanimous vote)

23. Recommending that the request from the Police Grant Coordinator to apply for 24 clip-on thermal imagers on behalf of the twelve New Hampshire SWAT Teams through the FY26 Homeland Security Grant Program be approved.
(Unanimous vote)

24. Recommending that the request from the Police Grant Coordinator to apply for funding through the FY26 Homeland Security Grant Program - Information & Analysis Center Intelligence Liaison Officer Program be approved.
(Unanimous vote)

25. Recommending that the request from the Police Grant Coordinator to apply for funding through the FY26 Homeland Security Grant Program - New Hampshire Tactical Officer Association be approved.
(Unanimous vote)

COMMITTEE ON HUMAN RESOURCES/INSURANCE

26. Recommending that Ordinance Amendment:

"Amending Chapter 70: Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester by amending Section 70.44 Division Established hereby placing the Parking Division within the Manchester Police Department."

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

COMMITTEE ON PUBLIC SAFETY, HEALTH AND TRAFFIC

27. Recommending that the following traffic regulations be approved:

NO PARKING ANYTIME
On Pearl Street, south side, from a point 80 feet west of Walnut Street to Union Street east back
Alderman Fajardo
On Wilson Street, west side, from Laurel Street to a point 50 feet south
Alderman Bonilla
On Belmont Street, west side, from Spruce Street to Massabesic Street
Alderman Bonilla
RESCIND NO PARKING - LOADING ZONE
On Belmont Street, west side, from Spruce Street to Massabesic Street (ORD 2662)
Alderman Bonilla
(Unanimous vote)

JOINT SCHOOL BUILDINGS COMMITTEE

28. Advising that the Manchester School District Priority I status and financial report for the period ending July 2026 submitted by LeftField has been accepted.
(Unanimous vote with the exception of Alderman Thomas and School Committee Member Hamer who were absent)

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

REGULAR BUSINESS

29. Resignation of Thomas Hickman as a Resident Commissioner of the Manchester Housing and Redevelopment Authority.
Ladies and Gentlemen, what is your pleasure?

30. Communication from Richard Clegg advising the Board of his resignation as a regular member of the Housing Commission.
Ladies and Gentlemen, what is your pleasure?

31. Communication from Shannon Sullivan advising the Board of her resignation as a regular member of the Arts Commission.
Ladies and Gentlemen, what is your pleasure?

32. Nominations:
Arts Commission
Suzanne Riel to move from an alternate to a regular member, to succeed Shannon Sullivan, term to expire December 1, 2028
Manchester Housing and Redevelopment Authority
Christine Leary to succeed Tom Hickman as a Resident Commissioner, term to expire December 31, 2031
(Note: Pursuant to Rule 23 of the Board of Mayor and Aldermen, these nominations will layover until the next meeting of the Board.)

33. Communication from Alderman Goonan nominating Gary Turgiss for the role of Residential Assessor.
(Note: Pursuant to Rule 23 of the Board of Mayor and Aldermen, this nomination will layover to the next meeting of the Board.)

34. Communication from Chairman Barry nominating Jane Beaulieu as Manchester's representative on the Piscataquog River Local Advisory Committee.
Ladies and Gentlemen, what is your pleasure?

35. Communication from Mayor Ruais requesting approval to provide the State of New Hampshire with written notice of the City's intent to terminate the use-of-premises agreement for the Tirrell House located at 15 Brook Street.
Ladies and Gentlemen, what is your pleasure?

36. Communication from Mayor Ruais providing an update on the continued operations of the Aged and Infirmed Shelter, and requesting approval of the following:

- Transfer $110,952.72 in funds from Revo Casino to the Shelter's operations
- Transfer of $50,000 in Opioid Abatement Funds to the Shelter's operations
- Authorization of the rent contract from November 1, 2026, through October 31, 2027

Ladies and Gentlemen, what is your pleasure?

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

38. A motion is in order to recess the meeting to allow the Committee on Finance to meet.

39. The Mayor calls the meeting back to order.

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

41. Report(s) of remaining committees, if available.
Ladies and Gentlemen, what is your pleasure?

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

"Amending the FY2024 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Four Hundred Seventy Thousand Five Hundred Dollars($2,470,500) for the FY2024 713524 North River Road/Bicentennial Drive Roundabout (CMAQ)."

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred One Thousand Seven Hundred Thirty-Four Dollars and Ninety Cents ($101,734.90) for the FY2027 CIP C330040127 FY27 Highway Safety Grant Program."

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Hundred Dollars($150,000) for theFY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT)."

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Dollars ($14,000) for the FY2026 C410021626School Based Dental Program - Medicaid."
If the Board so desires, a motion would be in order that the Resolutions ought to pass and be Enrolled.

43. Bond Resolution: **(A motion is in order to read by title only.)**

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Seven Thousand Dollars ($27,000) for the 2026 CIP C330040426 Women's Locker Room Expansion."
If the Board so desires, a motion is in order that the Bond Resolution ought to pass and be Enrolled.

44. Ordinance: **(A motion is in order to read by title only.)**

"Amending the Code of Ordinances of the City of Manchester by amending §32.029 Funding and Resource Management pertaining to the Art Commission by increasing spending authorization without board approval to $1,000 per project."
If the Board so desires, a motion is in order that the Ordinance Amendment ought to pass and be Ordained.

45. **A motion would be in order to enter into non-public session pursuant to RSA 91-A:3, II(d) for consideration of property acquisition, sale or lease of real or personal property which, if discussed in public, would likely benefit a party or parties whose interests are adverse to those of the general community.**

A roll call vote is required.

NEW BUSINESS

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

46. Petition to discontinue a portion of North Church Street.
(Note: Tabled on July 7, 2026.)

47. Petition to discontinue the Caron Street turn-around.
(Note: Tabled on July 7, 2026.)

48. Report of the Committee on Human Resources/Insurance recommending that the request from the Tax Collector to adjust the department's office hours to 8:00AM to 4:30PM, Monday through Friday, be approved.
*(Note: **Updated communication from the Tax Collector is attached.** Tabled on August 4, 2026.)*

49. Bond Resolution:

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Million Eight Hundred Thousand Dollars ($20,800,000) for the 2027 CIP C500070327 Raise - City Funds (DPW-Highway)."
(Note: Tabled on August 4, 2026.)

ADJOURNMENT

Norander,Steven

From: webmaster@manchesternh.gov
Sent: Wednesday, August 19, 2026 3:52 PM
To: webmaster; Norander,Steven; DPW_Engineering
Subject: 50/50 Sidewalk Program Application

Someone Filled out the 50/50 Sidewalk Application

Street Address: 385 E High Street
City: Manchester
Zip Code: 03104
Type of Property: Residential
Number of Units: 2
Desire that: A sidewalk be reconstructed along said frontage,Curbing be reset along said frontage
Owner's Full Name: Paul Blais
Owner's Mailing Address: 385 E High Street
Owner's City: Manchester
Owner's State: NH
Owner's Zip Code: 03104
Owner's Phone: 603-493-2414
Owner's Email: pblais12@comcast.net
Comments: The reconstruction would be for the sidewalk on the E High Street frontage

Norander,Steven

From: webmaster@manchesternh.gov
Sent: Monday, August 17, 2026 5:40 PM
To: webmaster; Norander,Steven; DPW_Engineering
Subject: 50/50 Sidewalk Program Application

Someone Filled out the 50/50 Sidewalk Application

Street Address: 42 Medford Street
City: Manchester
Zip Code: 03109
Type of Property: Residential
Number of Units: 2
Desire that: Curbing be installed along said frontage
Owner's Full Name: Christopher Cummings
Owner's Mailing Address: 4 Peters Brook Dr
Owner's City: HOOKSETT
Owner's State: NH
Owner's Zip Code: 03106-1822
Owner's Phone: 6038609558
Owner's Email: chrisc@cummingsprinting.com
Comments: My neighbor at 43 Medford st recently did this and it looks awesome so I wanted to do the same!

Norander,Steven

From: webmaster@manchesternh.gov
Sent: Friday, August 7, 2026 2:52 PM
To: webmaster; Norander,Steven; DPW_Engineering
Subject: 50/50 Sidewalk Program Application

Someone Filled out the 50/50 Sidewalk Application

Street Address: 801 Hanover St
City: Manchester
Zip Code: 03104
Type of Property: Commercial
Number of Units: 1
Desire that: A sidewalk be constructed along said frontage,Curbing be installed along said frontage
Owner's Full Name: Eric Borsini
Owner's Mailing Address: 25 Portsmouth Ave
Owner's City: Manchester
Owner's State: NH
Owner's Zip Code: 03109
Owner's Phone: 9378769209
Owner's Email: Drborsini@gmail.com
Comments: Due to the significant financial hardship of rehabilitating a distressed property that has sat neglected for over 40 years at 801 Hanover Street, the additional costs of installing sidewalks and curbs represent a substantial burden. This 50/50 grant assistance is essential to help complete the full scope of work and beautify this long-distressed site, turning a longstanding eyesore into a positive contribution to the Manchester community.

Emily G. Rice, *Esq.*
City Solicitor

Peter R. Chiesa, *Esq.*
Deputy City Solicitor

Gregory T. Muller, *Esq.*
Supervising Prosecutor

John G. Blanchard, *Esq.*
Kathleen A. Broderick, *Esq.*
Steven J. Ranfos, *Esq.*
Basra S. Mohamed, *Esq.*
Roslyn K. Chavda, *Esq.*
Samantha E. Schramm, *Esq.*

Donald F. Shedd, II.
Paralegal
Erin B. Coyle
Paralegal

CITY OF MANCHESTER
Office of the City Solicitor

August 21, 2026

Board of Mayor and Aldermen
One City Hall Plaza
Manchester, NH 03101

RE: **Lawsuits**

In furtherance of the Board's request for listings of lawsuit, the following cases were filed against the City.

Plaintiff	**Type of Case**	**Dept.**	**Handling.**
Bass Island Estates Condo v. Christopher L Deming, et al	Zoning	PCD	Kathleen Broderick
Michael Davey, Trustee of 2023 Davey Family Revocable Trust, et al v. City Of Manchester	Lien	Tax	Peter Chiesa

If you have any questions, feel free to contact me.

Thank you,

Peter Chiesa
Deputy City Solicitor

PRC/ijw
cc:Matthew Normand, City Clerk

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6523 • FAX: (603) 624-6528
TTY: 1-800-735-2964
E-Mail: solicitor@manchesternh.gov • Website: www.manchesternh.gov

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2024 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Four Hundred Seventy Thousand Five Hundred Dollars ($2,470,500) for the FY2024 713524 North River Road/Bicentennial Drive Roundabout (CMAQ)."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $1,976,400 from the NHDOT/FHWA and $494,100 from the Derryfield School to FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ);

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

By increasing:

FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ) -
$1,976,400 State
$494,100 Other

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred One Thousand Seven Hundred Thirty-Four Dollars and Ninety Cents ($101,734.90) for the FY2027 CIP C330040127 FY27 Highway Safety Grant 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 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $101,734.90 from the State of New Hampshire Department of Safety to FY2027 CIP C330040127 FY27 Highway Safety Grant Program;

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040127 FY27 Highway Safety Grant Program - $101,734.90 State

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Hundred Dollars($150,000) for the FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT)."

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

WHEREAS, the Board of Mayor and Aldermen has approved 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $150,000 from the State of New Hampshire Charitable Foundations to FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT);

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040227 Adverse Childhood Experience Response Team (ACERT) - $150,000 State

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Dollars ($14,000) for the FY2026 C410021626 School Based Dental Program - Medicaid."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $14,000 from additional Medicaid Reimbursements to FY2026 CIP C410021626 School Based Dental Program - Medicaid;

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

By increasing:

FY2026 CIP C410021626 School Based Dental Program - Medicaid - $14,000 State

Resolved, that this Resolution shall take effect upon its passage

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully advises, after due and careful consideration, that the update on the City's Revolving Loan Fund has been accepted.

(Unanimous vote with the exception of Alderman Terrio who was late)

Respectfully submitted,

Clerk of Committee

Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

July 27, 2026

Committee on Accounts, Enrollment & Revenue Administration
C/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review is a summary of the City's revolving and recovery loan accounts.

Respectfully submitted,

Kim LeBlanc
Financial Analyst II

Enc.

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6460 • FAX: (603) 624-6549
E-mail: Finance@ManchesterNH.gov • Website: www.manchesternh.gov

REVOLVING & RECOVERY LOANS
7/27/2026

Loan #	Revolving Loan - City	Original Loan Date	Original Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
1	Maax Inc	5/29/2007	5/1/2019	$210,000.00	$71,604.61	$0.00	
2	Delisle Market	1/28/2010	10/15/2020	$43,500.00	$0.00	$0.00	Paid in full 5/20/26
3	Delisle Market - Energy Loan	1/28/2010	8/15/2020	$20,000.00	$0.00	$0.00	Paid in full 5/20/26
4	Lazy Nicks	10/30/2009	10/30/2030	$40,000.00	$13,700.47	$0.00	
5	Cedar & Oak	9/25/2008	1/1/2018	$41,000.00	$20,697.39	$0.00	
				$354,500.00	$106,002.47	$0.00	

SUMMARY NOTES:

Loans 1 - Status current and in good standing.
Loans 2 & 3 - Paid in full.
Loan 4 - Over 30 days past due.
Loan 5 - Over 60 days past due, with Solicitor's Office.

Loan #	Revolving Loan - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
6	Palace Theatre Trust	1/24/2019	10/1/2029	$1,686,622.04	$1,686,622.04	$0.00	Interest calculated quarterly on outstanding principal amount due
7	PM Barbering, LLC	5/30/2025	6/1/2030	$25,000.00	$20,149.74	$92.35	
8	99 Manch, LLC	5/30/2025	6/1/2030	$10,000.00	$7,989.31	$24.97	
				$1,721,622.04	$1,714,761.09	$117.32	

SUMMARY NOTES:

Loans 6 thru 8 - Status current and in good standing.

Loan #	Recovery Loans - MDC	Original Loan Date	Loan Maturity Date	Original Loan Amount	Current Principal Balance	Current Interest Balance	Loan Activity
9	Blackwood Law, PLLC	12/8/2022	11/1/2027	$25,000.00	$8,188.70	$13.65	
10	My CNA Now, LLC	12/8/2022	11/1/2027	$25,000.00	$8,188.70	$13.65	
				$50,000.00	$16,377.40	$27.30	

SUMMARY NOTES:

Loans 9 & 10 - Status current and in good standing.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully advises, after due and careful consideration, that the Finance Department reports:

- Accounts Receivable over 90 days
- Aging Report
- Outstanding Receivables

have been accepted.
(Unanimous vote with the exception of Alderman Terrio who was late)

Respectfully submitted,

Clerk of Committee

Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER
Finance Department

July 24, 2026

Committee on Accounts, Enrollment & Revenue Administration
c/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached is a summary of the City's accounts receivables over 90 days, as well as, an aging report. Also included is a list of outstanding receivables that have been submitted to the City Solicitor for review and determination of collectability.

In summary, outstanding receivables over 90 days totals $3,683,344 out of $7,092,873 billed. May's outstanding receivables totaled $3,690,153 out of $6,093,626 billed.

Please let me know if you have any questions or require further information.

Respectfully submitted,

Kim LeBlanc
Financial Analyst II

Enc.

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6460 • FAX: (603) 624-6549
E-mail: Finance@ManchesterNH.gov • Website: www.manchesternh.gov

Summary of Accounts Receivable Over 90 Days
by Department - with Previous Month's Comparative

Total Receivables Over 90 Days	Dept Code	7/24/2026 Over 90 Days	5/6/2026 Over 90 Days
Airport	25	$ 2,623,567.09	$ 2,875,368.26
EPD	27	$ 21,705.97	$ 21,825.97
Parking Department	52	$ 109,683.98	$ 89,892.87
Total Enterprise Funds		$ 2,754,957.04	$ 2,987,087.10
Assessors	02	$ 5,297.10	$ -
Building Maintenance	21	$ 8,883.39	$ 8,883.39
Fire Department	30	$ 485,886.55	$ 437,241.18
Highway	50, 51	$ 25,520.28	$ 29,296.49
Parks & Recreation	65	$ 242,191.22	$ 64,606.72
Police Department	33,34,35,36	$ 160,608.35	$ 163,038.58
Total General Fund		$ 928,386.89	$ 703,066.36
Grand Totals		**$ 3,683,343.93**	**$ 3,690,153.46**

General Fund receivables over $10,000 by customer				Explanation of Charges
FEMA	30	$ 403,047.63	$ 403,047.63	FEMA Reimbursement - In-process
Donald J Trump for Pres	33,34,35,36	$ 35,313.54	$ 35,313.54	SNHU Rally-Closed collections account
FEMA	33,34,35,36	$ 35,250.00	$ 35,250.00	FEMA Reimbursement - In-process
Manchester Police Dept	33,34,35,36	$ 16,136.64	$ 19,062.27	Grant Reimb - In Process
US Dept of Justice	33,34,35,36	$ 35,329.60	$ 35,329.60	Grant Reimb - In Process
Manchester School Athletics	65	$ -	$ 36,709.89	
School Administrative Unit	65	$ 227,071.18	$ 16,091.83	
Totals		**$ 752,148.59**	**$ 580,804.76**	
Total General Fund receivables over 90 days less over $10,000		$ 176,238.30	$ 122,261.60	

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
02	7834	AMOSKEAG RESIDENCES INC	$ 5,376.56	$ 79.46	5,297.10
02-ASSESSORS TOTALS			**$ 5,376.56**	**$ 79.46**	**$ 5,297.10**
21	8132-21	FEMA	8,883.39	$ -	$ 8,883.39
21 - BUILDING MAINTENANCE TOTALS			**$ 8,883.39**	**$ -**	**$ 8,883.39**
25		010319, LLC	$ 30.00	$ -	$ 30.00
25		12 INNOVATION OWNER LLC	$ 0.08	$ -	$ 0.08
25		A LIST LIMOUSINE SERVICE LLC	$ 150.00	$ 75.00	$ 75.00
25		ADVENTURE LIMOUSINE & TRANSPORTATION	$ 150.00	$ 75.00	$ 75.00
25		AERO MANCHESTER III, LLC	$ 244.72	$ -	$ 244.72
25		AIR GENERAL INC.	$ 185.00	$ -	$ 185.00
25		ALL AMERICAN LIMOUSINE, INC.	$ 150.00	$ 75.00	$ 75.00
25		ALLIED UNIVERSAL SECURITY SERVICES	$ 2,100.00	$ 75.00	$ 2,025.00
25		ALLIED UNIVERSAL TECHNICAL SERVICES	$ 2,164.00	$ 300.00	$ 1,864.00
25		ALLIED UNIVERSAL TECHNOLOGY SERVICES	$ 150.00	$ -	$ 150.00
25		AMBIUS, INC.	$ 674.00	$ -	$ 674.00
25		AMERICAN AIRLINES, INC.	$ 231,469.68	$ 227,527.08	$ 3,942.60
25		AMERICAN CLASSIC LIMOUSINES	$ 100.00	$ 75.00	$ 25.00
25		AMERIFLIGHT, LLC	$ 107,751.93	$ 69,943.05	$ 37,808.88
25		AMMON, KEITH	$ 20.00	$ -	$ 20.00
25		AT&T - NEW CINGULAR WIRELESS PCS, LLC	$ 75.24	$ -	$ 75.24
25		ATLAS AIR, INC.	$ 13,699.00	$ 13,624.00	$ 75.00
25		AUGUSTE, PAUL R.	$ 145.00	$ -	$ 145.00
25		AVELO AIRLINES, INC.	$ 252,454.89	$ 26,609.83	$ 225,845.06
25		AVIS-BUDGET FAMILY	$ 7,614.47	$ 300.01	$ 7,314.46
25		AXIS COACH, LLC	$ 150.00	$ 75.00	$ 75.00
25		BAE SYSTEMS	$ 2,390.00	$ 300.00	$ 2,090.00
25		BREEZE AVIATION GROUP, INC.	$ 545,230.09	$ 215,602.82	$ 329,627.27
25		CARTIER GROUP LLC	$ 140.00	$ -	$ 140.00
25		COMCAST BUSINESS	$ 11,727.45	$ -	$ 11,727.45
25		COMMUTAIR, INC. (UNITED EXPRESS)	$ 91,926.11	$ 43,611.04	$ 48,315.07
25		CONSOLIDATED COMMUNICATIONS	$ 450.00	$ -	$ 450.00
25		COTTON, JOHN	$ 140.00	$ 75.00	$ 65.00
25		DEKA	$ 290.00	$ -	$ 290.00
25		DHART	$ 3,389.00	$ 1,050.00	$ 2,339.00
25		DOOR TO DOOR DRIVING SERVICES, LLC	$ 75.00	$ -	$ 75.00
25		EGOLF, STEPHEN	$ 1,320.00	$ 400.00	$ 920.00
25		ENGIE SERVICES	$ 2,679.00	$ 75.00	$ 2,604.00
25		ENTERPRISE RENT-A-CAR	$ 32,955.09	$ 150.00	$ 32,805.09
25		ENVOY AIRLINES (AMERICAN AIRLINES SUBSIDIARY)	$ 167,473.02	$ 90,066.01	$ 77,407.01
25		ERIC MITCHELL & ASSOCIATES	$ 25.00	$ -	$ 25.00
25		EVERGREEN HARVARD GROUP	$ 85.00	$ -	$ 85.00
25		FACILITY SOLUTIONS INC.	$ 853.00	$ -	$ 853.00
25		FEDERAL EXPRESS CORPORATION	$ 230,499.38	$ 198,726.08	$ 31,773.30
25		FEDERAL GRANTS	$ 775,997.46	$ -	$ 775,997.46
25		FENCES UNLIMITED	$ 25.00	$ -	$ 25.00
25		FLIGHT ONE OWNERS ASSOCIATION	$ 5,046.18	$ 4,871.28	$ 174.90
25		G&I X HARVEY LLC C/O THE KANE COMPANY	$ 2,436.30	$ -	$ 2,436.30
25		GAFF, BURNIE	$ 75.00	$ -	$ 75.00
25		GRANITE STATE AMBASSADORS	$ 300.00	$ 75.00	$ 225.00
25		GROUP 1 REALTY NE, LLC	$ 30.08	$ -	$ 30.08
25		HANGAR 5 ASSOCIATION	$ 235.00	$ -	$ 235.00
25		HEALTH MARKET CONNECT, LLC	$ 434.00	$ -	$ 434.00
25		HERTZ CAR RENTAL	$ 600.00	$ 375.00	$ 225.00
25		HERTZ CORPORATION	$ 71,813.50	$ 4.38	$ 71,809.12
25		HOST INTERNATIONAL, INC.	$ 47,905.26	$ 47,774.98	$ 130.28
25		HUDSON GROUP	$ 26,411.33	$ 75.00	$ 26,336.33
25		HUTTER CONSTRUCTION CORP	$ 375.00	$ 300.00	$ 75.00
25		INTERSTATE ELECTRICAL SERVICES	$ 140.00	$ -	$ 140.00
25		JACOBS ENGINEERING GROUP INC	$ 450.00	$ 300.00	$ 150.00
25		JEM FLIGHT, LLC	$ 75.00	$ -	$ 75.00
25		JETBLUE AIRWAYS CORPORATION	$ 482,692.00	$ 190,705.96	$ 291,986.04
25		JODICE, TIMOTHY	$ 1,742.12	$ -	$ 1,742.12
25		JP PEST SERVICES	$ 425.00	$ 225.00	$ 200.00
25		KAMCO LOCK SOLUTIONS	$ 300.00	$ -	$ 300.00
25		KEENAN TECHNICAL INDUSTRIES, INC.	$ 2,471.15	$ 2,331.15	$ 140.00
25		LEIDOS, SECURITY DETECTION & AUTOMATION, INC.	$ 529.00	$ -	$ 529.00
25		LONDONDERRY FLYING CLUB.	$ 868.00	$ 75.00	$ 793.00
25		MAKE-A-WISH NEW HAMPSHIRE	$ 1,625.00	$ -	$ 1,625.00
25		MANCOAIR II, LLC	$ 0.01	$ -	$ 0.01
25		MHT HEX HANGARS - BRYAN HALTER	$ 129.00	$ -	$ 129.00
25		MHT HEX HANGARS - EVERETT WOOD	$ 275.00	$ -	$ 275.00
25		MHT HEX HANGARS - JEFFREY SUTTON	$ 64.00	$ -	$ 64.00
25		MHT HEX HANGARS - JOSEPH CARTER	$ 65.00	$ -	$ 65.00
25		MHT HEX HANGARS - MARK WOODRUFF	$ 320.00	$ -	$ 320.00
25		MISCELLANEOUS	$ 489.98	$ -	$ 489.98
25		NATIONAL AVIATION SERVICES	$ 11,670.08	$ 5,454.37	$ 6,215.71
25		NH LIFE SCIENCES	$ 4,875.00	$ -	$ 4,875.00
25		NORTHEAST RAMP HANGAR, LLC	$ 75.00	$ -	$ 75.00
25		OUTDOOR PRIDE LANDSCAPING	$ 75.00	$ -	$ 75.00
25		PIEDMONT AIRLINES, INC. (AMERICAN AIRLINES SUBSIDIARY)	$ 67,054.91	$ 66,829.91	$ 225.00
25		PIKE INDUSTRIES	$ 2,358.00	$ -	$ 2,358.00
25		PRO STAR AVIATION	$ 3,589.13	$ 150.00	$ 3,439.13
25		PRO STAR PROPERTIES II, LLC	$ 24,804.68	$ -	$ 24,804.68
25		RIDES BY JOANNE, LLC	$ 150.00	$ 75.00	$ 75.00
25		SAFEPASSAGE GROUP, INCORPORATED	$ 25.50	$ -	$ 25.50
25		SDNE, LLC	$ 129.00	$ -	$ 129.00
25		SEACOAST BUSINESS MACHINES	$ 440.00	$ 75.00	$ 365.00
25		SIGNATURE FLIGHT SUPPORT CORPORATION	$ 145,219.80	$ 53,096.32	$ 92,123.48
25		SIT BACK & RELAX, LLC	$ 420.17	$ 320.00	$ 100.17
25		SKY COACH & TRANSPORTATION, LLC	$ 150.00	$ 75.00	$ 75.00
25		SMARTE CARTE, INC.	$ 405.20	$ 148.71	$ 256.49
25		SOUTHWEST AIRLINES, INC.	$ 735,929.74	$ 735,629.74	$ 300.00
25		SPIRIT AIRLINES, INC.	$ 458,852.34	$ 100,818.88	$ 358,033.46
25		STATE GRANTS	$ 49,841.59	$ -	$ 49,841.59
25		SUPERMAN PRODUCTIONS INC.	$ 2,656.98	$ -	$ 2,656.98
25		THE HILB GROUP OPERATING COMPANY, LLC	$ 2,925.00	$ 975.00	$ 1,950.00
25		T-MOBILE NORTHEAST, LLC	$ 4,367.41	$ 516.34	$ 3,851.07
25		TREGO/DUGAN AVIATION OF GRAND ISLAND, INC.	$ 12,075.00	$ 5,425.00	$ 6,650.00
25		TREGO-DUGAN AVIATION OF GRAND ISLAND, INC.	$ 8,905.00	$ 600.00	$ 8,305.00
25		TRIDENT AVIATION, LLC	$ 400.00	$ -	$ 400.00
25		TSA UTILITY REIMB. OTA 70T01021T7668N057 (TSA-OTA 2021)	$ 45,589.40	$ 8,973.94	$ 36,615.46
25		UNIFI	$ 4,875.00	$ 825.00	$ 4,050.00
25		UNITED AIRLINES, INC.	$ 28,555.62	$ 13,756.10	$ 14,799.52
25		UNITED PARCEL SERVICES, INC.	$ 722,412.42	$ 721,387.42	$ 1,025.00
25		WEISZMANN, ERIK	$ 120.00	$ -	$ 120.00
25		WIGGINS AIRWAYS	$ 205.00	$ -	$ 205.00
25 - AIRPORT TOTALS			**$ 5,474,621.49**	**$ 2,851,054.40**	**$ 2,623,567.09**
27	19303	LIBERTY SEPTIC LLC	$ 21,162.62	$ -	$ 21,162.62
27	33581	TRI-STATE WASTE SERVICE	$ 260.74	$ 70.60	$ 190.14
27	3117	WIND RIVER ENVIRONMENTAL	$ 39,368.31	$ 39,015.10	$ 353.21
27 - EPD TOTALS			**$ 60,791.67**	**$ 39,085.70**	**$ 21,705.97**

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
30	32264	1 BOUCHARD ST REALTY LLC	$ 540.00	$ -	$ 540.00
30	34078	1053 ELM STREET LLC	$ 540.00	$ -	$ 540.00
30	33850	168 MERRIMACK ST LLC	$ 1,323.00	$ -	$ 1,323.00
30	5494	1750 ELM STREET LLC	$ 572.40	$ 32.40	$ 540.00
30	287	200 ELM STREET REALTY,	$ 540.00	$ -	$ 540.00
30	15581	234 MERRIMACK ST LLC	$ 1,373.50	$ -	$ 1,373.50
30	2972	261 PINE REALTY TRUST	$ 540.00	$ -	$ 540.00
30	28454	300 GAY ST ACQUISITION	$ 1,620.00	$ -	$ 1,620.00
30	34300	447 UNION STREET, LLC.	$ 2,160.00	$ -	$ 2,160.00
30	35462	555 HOOKSETT RD. LLC	$ 564.30	$ 24.30	$ 540.00
30	36164	64 MERRIMACK LLC	$ 1,161.00	$ 64.80	$ 1,096.20
30	34433	71-73 MANCHESTER ST LLC	$ 143.50	$ -	$ 143.50
30	30122	79 CARL DR. REALTY, LLC	$ 2,160.00	$ -	$ 2,160.00
30	3022	95 MARKET STREET ASSOCIATES	$ 540.00	$ -	$ 540.00
30	33737	ALT. MANAGEMENT	$ 540.00	$ -	$ 540.00
30	30492	AMBER ASSOCIATES LLC	$ 1,088.10	$ 8.10	$ 1,080.00
30	36319	AVIS BUDGET GROUP	$ 106.00	$ 6.00	$ 100.00
30	33263	BARRETT, GREGORY J REV TRUST	$ 540.00	$ -	$ 540.00
30	34830	BARRY HOMES LLC	$ 1,217.70	$ 64.80	$ 1,152.90
30	34780	BASHA GRILL	$ 106.00	$ 6.00	$ 100.00
30	4992	BEST BUY STORES LP #536	$ 2,500.00	$ -	$ 2,500.00
30	27276	BIG BULLDOG	$ 572.40	$ 32.40	$ 540.00
30	30102	BT PROPERTY LLC	$ 4,660.00	$ -	$ 4,660.00
30	1713	BURGER KING	$ 106.00	$ 6.00	$ 100.00
30	4515	BURGER KING	$ 106.00	$ 6.00	$ 100.00
30	5069	BURGER KING	$ 106.00	$ 6.00	$ 100.00
30	32860	CALIFORNIA BURRITOS	$ 106.00	$ 6.00	$ 100.00
30	1980	CENTER ELM STREET LLC	$ 540.00	$ -	$ 540.00
30	8458	COMCAST	$ 572.40	$ 32.40	$ 540.00
30	33814	CONCORD STREET RENTALS, LLC	$ 1,080.00	$ -	$ 1,080.00
30	30414	CP MANAGEMENT	$ 1,620.00	$ -	$ 1,620.00
30	30463	CROSSFIT NEW HAMPSHIRE	$ 106.00	$ 6.00	$ 100.00
30	2748	CVS ASSET PROTECTION SVC	$ 2,305.80	$ -	$ 2,305.80
30	35839	DEALY CC	$ 1,404.80	$ 76.80	$ 1,328.00
30	34359	DERRY KING LLC.	$ 540.00	$ -	$ 540.00
30	27580	EASTERN AVENUE ASSOCIATES LLC	$ 242.00	$ 12.00	$ 230.00
30	35098	EROMENO LLC	$ 572.40	$ 32.40	$ 540.00
30	32783	EVO	$ 228.50	$ 12.00	$ 216.50
30	8132-30	FEMA	$ 403,047.63	$ -	$ 403,047.63
30	32576	FINCH, RUTH	$ 540.00	$ -	$ 540.00
30	174	GENERAL SERVICES ADMIN-USA	$ 540.00	$ -	$ 540.00
30	11619	GETHSEMANE LUTHERAN CHURCH	$ 646.00	$ 6.00	$ 640.00
30	27268	GRANITE STATE COLLISION	$ 540.00	$ -	$ 540.00
30	13887	GRANITE STATE LUNCHBOX	$ 106.00	$ 6.00	$ 100.00
30	30104	HACKETT HILL CENTER-552	$ 540.00	$ -	$ 540.00
30	33633	HERTZ CORP	$ 109.00	$ 6.00	$ 103.00
30	34961	KNOWLES, DYLAN	$ 635.00	$ -	$ 635.00
30	30113	LEROCQUE, KRISTINE	$ 1,080.00	$ -	$ 1,080.00
30	33779	LIGHT OF LIFE MINISTRIES	$ 540.00	$ -	$ 540.00
30	33053	MAJESTIC ARMS APARTMENT	$ 540.00	$ -	$ 540.00
30	32995	MAKE IT BETTER LLC	$ 540.00	$ -	$ 540.00
30	34552	MANCHESTER DISTILLERY	$ 106.00	$ 6.00	$ 100.00
30	2757	MASONIC HOME	$ 540.00	$ -	$ 540.00
30	33838	MERRIMACK ST BRDG HOUSE	$ 2,500.00	$ -	$ 2,500.00
30	328	MIDAS MUFFLER	$ 540.00	$ -	$ 540.00
30	30110	MNH LLC	$ 1,250.80	$ 70.80	$ 1,180.00
30	36397	MUMFORD PROPERTIES LLC	$ 564.30	$ 24.30	$ 540.00
30	34648	MYRTLE STREET 23, LLC	$ 121.00	$ 6.00	$ 115.00
30	31442	NATIONAL RETAIL PROPS LLC	$ 540.00	$ -	$ 540.00
30	7335	NEW BEECH HILL NH LLC	$ 4,505.40	$ -	$ 4,505.40
30	33299	NGUYEN, YEN	$ 540.00	$ -	$ 540.00
30	13722	OAK BROOK CONDO ASSN	$ 4,579.20	$ 259.20	$ 4,320.00
30	33614	OLISZCZAK, MARINA	$ 540.00	$ -	$ 540.00
30	32631	PARAGON INVESTMENTS LLC	$ 540.00	$ -	$ 540.00
30	34348	PHAM, MY KIM THI	$ 2,160.00	$ -	$ 2,160.00
30	33269	POPEYES LOUISIANA KITCHEN	$ 106.00	$ 6.00	$ 100.00
30	28433	PT DEVELOPMENT GROUP LLC	$ 540.00	$ -	$ 540.00
30	34117-30	QUEEN CITY PRIDE INC	$ 753.10	$ -	$ 753.10
30	33288	REALTY INCOME CORPORATION	$ 540.00	$ -	$ 540.00
30	34644	REDEEMED CHRISTIAN CHURCH	$ 572.40	$ 32.40	$ 540.00
30	11092	RITE AID CORPORATION	$ 1,620.00	$ -	$ 1,620.00
30	24982	ROYAL INDIA	$ 106.00	$ 6.00	$ 100.00
30	33051	RYDER TRUCK RENTAL	$ 540.00	$ -	$ 540.00
30	36355	SECURITY NET LLC	$ 134.95	$ 34.95	$ 100.00
30	23356	SED LLC	$ 540.00	$ -	$ 540.00
30	32867	SERITAGE SRC FINANCE, LLC	$ 1,080.00	$ -	$ 1,080.00
30	35587	SHEFFIELD RD HOLDINGS,	$ 1,136.70	$ -	$ 1,136.70
30	14074	SOGGU-LLC	$ 540.00	$ -	$ 540.00
30	34978	SPLB PROP. LLC	$ 1,768.00	$ 78.00	$ 1,690.00
30	1707	SPRING DEVELOPMENT GROUP	$ 1,620.00	$ -	$ 1,620.00
30	7554	STATE OF NH DEPT OF SAFETY	$ 66,043.64	$ 65,874.96	$ 168.68
30	35838	STELLA CAMILLA LLC	$ 572.40	$ 32.40	$ 540.00
30	34983	STRATTON OAKMONT INC.	$ 1,241.64	$ -	$ 1,241.64
30	32807	SURON PROPERTIES, LLC	$ 572.40	$ 32.40	$ 540.00
30	15751	TD/CBRE	$ 572.40	$ 32.40	$ 540.00
30	35454	THE GREAT GREEK MED. GRILL	$ 106.00	$ 6.00	$ 100.00
30	22804	THE MARTIAL ARTS ZONE	$ 106.00	$ 6.00	$ 100.00
30	35093	THE OLIVE EVENT CENTER	$ 106.00	$ 6.00	$ 100.00
30	33926	UNION ST ASSOCIATES LLC	$ 540.00	$ -	$ 540.00
30	5283	UNITED PARCEL SERVICE	$ 1,854.90	$ -	$ 1,854.90
30	2487	US POST OFFICE	$ 391.30	$ 54.60	$ 336.70
30	31815	VERIZON WIRELESS	$ 116.50	$ -	$ 116.50
30	62	YEE DYNASTY	$ 612.90	$ -	$ 612.90
30	3278	YWCA	$ 1,180.00	$ -	$ 1,180.00
30	32794	ZJBV PROPERTIES LLC.	$ 4,120.00	$ -	$ 4,120.00
30 - FIRE TOTALS			**$ 552,907.36**	**$ 67,020.81**	**$ 485,886.55**
33	36049	BRETT'S BIKE SHOP	$ 1.14	$ 0.08	$ 1.06
33	33197	DONALD J TRUMP FOR PRESIDENT	$ 35,313.54	$ -	$ 35,313.54
33	8132	FEMA	$ 35,250.00	$ -	$ 35,250.00
33	33199	JULES ESTATE BUYERS	$ 45.15	$ 2.52	$ 42.63
33	2521	MANCHESTER POLICE DEPT	$ 28,520.37	$ 12,383.73	$ 16,136.64
33	5800	NEW ENGLAND HIDTA	$ 23,556.06	$ 16,489.22	$ 7,066.84
33	4301	US DEPARTMENT OF JUSTICE	$ 35,329.60	$ -	$ 35,329.60
33	19186	US GOLD & DIAMOND EXCHANGE	$ 335.67	$ 205.67	$ 130.00
34	25914	AFFORDABLE ASPHALT	$ 523.20	$ 28.80	$ 494.40
34	1938	CATHOLIC MEDICAL CENTER	$ 79.20	$ -	$ 79.20
34	33707	CVS PHARMACY	$ 254.00	$ -	$ 254.00
34	35231	D&Y CLEANING	$ 396.80	$ -	$ 396.80
34	36070	DREAMSCAPE LANDSCAPING	$ 1,859.16	$ -	$ 1,859.16
34	33637	J PASCY QUALITY PAINTING	$ 254.00	$ -	$ 254.00
34	35898	MANCHESTER METRO TREATMENT	$ 1,204.00	$ -	$ 1,204.00
34	33660	MANCHESTER SOUTH SABRES	$ 1,763.00	$ 98.40	$ 1,664.60
34	17616	NBC NEWS	$ 7,140.00	$ -	$ 7,140.00
34	34454	NCCL ENTERPRISES	$ 1,432.95	$ -	$ 1,432.95
34	34238	OFF DUTY SERVICES	$ 3,922.00	$ 222.00	$ 3,700.00
34	30231	PRO LINE DEVELOPMENT	$ 693.50	$ -	$ 693.50
34	34117	QUEEN CITY PRIDE INC	$ 4,378.50	$ -	$ 4,378.50
34	9601	SIGN GALLERY	$ 327.25	$ -	$ 327.25
34	33316	ST MORITZ SECURITY SERVICES	$ 492.00	$ -	$ 492.00
34	10381	WALMART	$ 4,040.00	$ 1,800.00	$ 2,240.00
34	62	YEE DYNASTY	$ 4,727.68	$ -	$ 4,727.68
33, 34, 35, & 36 - POLICE TOTALS			**$ 191,838.77**	**$ 31,230.42**	**$ 160,608.35**
50	36322	ACOSTA NEGRON, AUGUSTIN	$ 5.08	$ -	$ 5.08
50	34869	ALBERDING, MATTHEW	$ 109.46	$ -	$ 109.46

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	34125	BACELAR, CHRISTINA	$ 5.08	$ -	$ 5.08
50	35794	BACHAND, CHRISTOPHER	$ 54.33	$ -	$ 54.33
50	35444	BADDAQUI, ABDESSELAM	$ 20.70	$ -	$ 20.70
50	35076	BAIRD, MATTHEW	$ 13.51	$ -	$ 13.51
50	35203	BEALS, THOMAS	$ 52.70	$ -	$ 52.70
50	34126	BEAUDET, RICHARD	$ 50.69	$ -	$ 50.69
50	12076	BENITEZ, EDISON R	$ 67.26	$ -	$ 67.26
50	34284	BERNEY, JOSHUA	$ 109.18	$ -	$ 109.18
50	36096	BETTS, JUSTIN	$ 270.67	$ -	$ 270.67
50	35657	BLAISDELL, ALEX	$ 88.33	$ -	$ 88.33
50	35077	BLANCHETTE, MARK	$ 44.20	$ -	$ 44.20
50	34569	BOSCO, ANDREW	$ 43.38	$ -	$ 43.38
50	34984	BOWEN, KEVIN	$ 17.67	$ -	$ 17.67
50	34681	BRIDGES, JASON	$ 111.89	$ -	$ 111.89
50	36196	BUSIMBA, ALBERT	$ 219.13	$ -	$ 219.13
50	35074	CAMERON, PAUL	$ 118.27	$ -	$ 118.27
50	34821	CARIGNAN, ANTHONY	$ 73.95	$ -	$ 73.95
50	36019	CASEY, MADISYN	$ 29.69	$ -	$ 29.69
50	35041	CASTRILLON HINCAPIE, DIEGO	$ 58.82	$ -	$ 58.82
50	34285	CASWELL, HEATHER	$ 88.04	$ -	$ 88.04
50	3147	CATHOLIC MEDICAL CENTER	$ 29.39	$ 5.68	$ 23.71
50	35146	CHASE, JAMES	$ 34.07	$ -	$ 34.07
50	35933	CHERUKUMALI, VARUN	$ 224.79	$ -	$ 224.79
50	34380	COFFEY, JOSEPH	$ 33.46	$ -	$ 33.46
50	35393	COLON, LUIS	$ 205.55	$ 5.04	$ 200.51
50	34308	CONLEY, JUSTIN	$ 144.78	$ -	$ 144.78
50	34683	CORMIER, GARY	$ 164.90	$ -	$ 164.90
50	34000	CORREA, XAVIER MORALES	$ 133.31	$ -	$ 133.31
50	34605	COX, KEVIN	$ 221.76	$ -	$ 221.76
50	34127	CRAIG, LAURIE	$ 47.96	$ -	$ 47.96
50	34612	CROWN CASTLE INTERNATIONAL	$ 106.47	$ -	$ 106.47
50	34985	CUNNINGHAM, CRAIG	$ 42.81	$ -	$ 42.81
50	34244	CURRIVAN, CASEY	$ 58.62	$ -	$ 58.62
50	34822	CURTIS, RALPH	$ 44.52	$ -	$ 44.52
50	34128	D & D DRYWALL	$ 574.10	$ -	$ 574.10
50	35194	DALY, CHRISTOPHER	$ 71.50	$ -	$ 71.50
50	24662	DAVID WHITE & SON INC	$ 2,018.19	$ 2,016.50	$ 1.69
50	34789	DELISLE, MICHAEL	$ 296.95	$ -	$ 296.95
50	35896	DEMERS, RYAN	$ 56.66	$ -	$ 56.66
50	34724	DENMARK, MATTHEW	$ 32.45	$ -	$ 32.45
50	35256	DESOUZA MACHADO, SILAS	$ 50.09	$ -	$ 50.09
50	35264	DICEY, SHAWNEE	$ 70.50	$ -	$ 70.50
50	34685	DOBROVIC, ALEKSANDAR	$ 30.94	$ -	$ 30.94
50	35053	DOBSON, JONATHAN	$ 33.35	$ -	$ 33.35
50	34912	DODGE, KAREN	$ 63.30	$ -	$ 63.30
50	34571	DOHERTY, SHAWN	$ 45.65	$ -	$ 45.65
50	36200	DREAMSCAPES BUILDERS	$ 3,586.41	$ 2,369.72	$ 1,216.69
50	36410	DUFFY, MICHAEL	$ 14.63	$ 0.63	$ 14.00
50	34725	ECONOMIDES, CHRISTIAN	$ 36.25	$ -	$ 36.25
50	35394	ELLIS, STACY	$ 306.42	$ -	$ 306.42
50	34791	ELVIR, SPAHIC	$ 67.75	$ -	$ 67.75
50	33970	ESTRADA, HERIBERTO GARCIA	$ 86.52	$ -	$ 86.52
50	3127	EVERSOURCE	$ 13,966.34	$ 9,000.00	$ 4,966.34
50	8273	FAMILY OUTFITTERS	$ 127.92	$ 119.00	$ 8.92
50	35054	FELIX, JOEL	$ 82.63	$ -	$ 82.63
50	34204	FORBES, TREY	$ 6.12	$ -	$ 6.12
50	34792	FREEMAN, MORGAN	$ 112.35	$ -	$ 112.35
50	34915	GAGNON, JON-LUC	$ 104.95	$ -	$ 104.95
50	34406	GARAMELLA, BENJAMIN	$ 38.71	$ -	$ 38.71
50	34407	GARCIA, JAMIE	$ 79.65	$ -	$ 79.65
50	35055	GELINAS, JEFFREY	$ 11.78	$ -	$ 11.78
50	35075	GEROW, JAHMAR GATHRIGHT	$ 135.38	$ -	$ 135.38
50	35191	GUDZEVICH, MICHAEL	$ 148.13	$ -	$ 148.13
50	36339	GUERRIERO, MORGAN	$ 37.85	$ 1.10	$ 36.75
50	34732	HANLEY, THOMAS	$ 45.73	$ -	$ 45.73
50	34615	HARRISON, ROBERT	$ 189.75	$ -	$ 189.75
50	34806	HASKELL, KYLE	$ 69.35	$ -	$ 69.35
50	34795	HAYDEN, ALYSON	$ 26.05	$ -	$ 26.05
50	34174	HAYES, LAURA	$ 57.65	$ -	$ 57.65
50	35395	HICKEY, JACOB	$ 219.90	$ -	$ 219.90
50	35607	HILOWLE, SHARIF	$ 23.77	$ -	$ 23.77
50	34311	HOULE, MATTHEW	$ 24.16	$ -	$ 24.16
50	34906	HYPPOLITE, BELLONY	$ 95.92	$ -	$ 95.92
50	33515	INTEGRATED REALTY RESOURCE	$ 258.85	$ 253.50	$ 5.35
50	34573	JOHNS, MIRANDA	$ 136.79	$ -	$ 136.79
50	34408	JOHNSON, BRIAN	$ 51.62	$ -	$ 51.62
50	35322	JOHNSON, THOMAS	$ 118.71	$ -	$ 118.71
50	35932	JORDAN, CAROLYNE	$ 59.49	$ -	$ 59.49
50	36198	KELLEY, TYLER	$ 97.07	$ -	$ 97.07
50	35474	KHAN, SOHAIB	$ 25.98	$ -	$ 25.98
50	34824	KIMBALL, CHAD	$ 38.95	$ -	$ 38.95
50	34796	LANDRY, HYACINTH	$ 65.60	$ -	$ 65.60
50	34437	LANDRY, PAUL	$ 5.88	$ -	$ 5.88
50	34727	LANTAINGE, PETER	$ 170.07	$ -	$ 170.07
50	34728	LARA, JONATHAN	$ 79.85	$ -	$ 79.85
50	34409	LAROCHE, MELISSA	$ 43.89	$ -	$ 43.89
50	33920	LEPAGE, ROBIN	$ 17.25	$ -	$ 17.25
50	18609	LIBERTY UTILITIES, INC	$ 44,313.87	$ 41,791.03	$ 2,522.84
50	35445	LOPEZ, JESUS	$ 88.40	$ -	$ 88.40
50	34617	LUCIA, DAVID	$ 66.65	$ -	$ 66.65
50	34575	LUICHA, DAVID	$ 146.03	$ 76.75	$ 69.28
50	34717	MACHADO, JOSHUA	$ 5.04	$ -	$ 5.04
50	34798	MALM, TIMOTHY	$ 152.10	$ -	$ 152.10
50	35831	MALONEY, SEAN	$ 579.94	$ -	$ 579.94
50	2507	MANCHESTER HOUSING AUTHORITY	$ 2,085.65	$ 1,493.53	$ 592.12
50	35082	MARCHANT, CODY	$ 82.91	$ -	$ 82.91
50	35207	MARTINEZ PEREZ, RAFAEL	$ 54.08	$ -	$ 54.08
50	34689	MARTINEZ, RICHARD	$ 328.72	$ -	$ 328.72
50	34234	MCMAHON, ROBERT	$ 14.59	$ -	$ 14.59
50	34094	MILLER, STEVEN	$ 28.59	$ -	$ 28.59
50	35153	MONTEMBEAULT, JEFFREY	$ 24.79	$ -	$ 24.79
50	34379	MOORE, BRUCE	$ 548.39	$ -	$ 548.39
50	34201	MOORE, NATHANIEL	$ 86.87	$ -	$ 86.87
50	34175	NAGY, JUSTIN	$ 74.80	$ -	$ 74.80
50	34454	NCCL ENTERPRISES	$ 574.02	$ 454.76	$ 119.26
50	35260	NELSON, RYAN	$ 162.22	$ -	$ 162.22
50	35931	NOEL, AIDAN	$ 88.33	$ -	$ 88.33
50	34438	PEKHNYK, ANDRIY	$ 622.97	$ -	$ 622.97
50	34181	PORTER, APRIL	$ 55.00	$ -	$ 55.00
50	34178	POULIN, RYAN	$ 87.43	$ -	$ 87.43
50	34558	PRESCOTT, JULIAN	$ 188.31	$ -	$ 188.31
50	34117	QUEEN CITY PRIDE INC	$ 1,346.97	$ -	$ 1,346.97
50	34730	RAMIREZ, WILLIAM	$ 240.05	$ -	$ 240.05
50	34939	REYNOLDS, JOSEPH	$ 228.68	$ -	$ 228.68
50	16772	RICARD, DUANE	$ 72.63	$ -	$ 72.63
50	35324	RICHARDSON, OLIVIA	$ 5.16	$ -	$ 5.16
50	35154	RILEY, DENNIS	$ 194.27	$ -	$ 194.27
50	35325	RIVARD, JASON	$ 100.94	$ -	$ 100.94
50	34800	RIVERA, EDWIN	$ 82.92	$ -	$ 82.92
50	35326	RIVERS, COREY	$ 57.43	$ -	$ 57.43
50	34518	RODRIGUES, ANTONIO SILVA	$ 28.20	$ -	$ 28.20
50	34877	ROSADO, NICOLAS	$ 122.53	$ -	$ 122.53
50	25009	ROTO-ROOTER OF NH	$ 82.65	$ 78.75	$ 3.90
50	32628	ROWELL SERVICES	$ 5,696.95	$ 5,607.00	$ 89.95

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
50	34176	SALAS, JERRY	$ 62.25	$ -	$ 62.25
50	34627	SAMUEL, SUSAN	$ 13.15	$ -	$ 13.15
50	34458	SANTOS, ANTHONY	$ 39.80	$ -	$ 39.80
50	34872	SANTOS, NICHOLAS	$ 81.76	$ -	$ 81.76
50	34202	SARETTE, DOUGLAS	$ 26.00	$ -	$ 26.00
50	35157	SCOTT, KESTON	$ 51.51	$ -	$ 51.51
50	34731	SENNETT, KIMBERLY	$ 66.52	$ -	$ 66.52
50	34814	SIROIS, ROBERT	$ 61.48	$ -	$ 61.48
50	33884	SMITH, JACOB	$ 32.33	$ -	$ 32.33
50	36018	SOTO, FERNANDO	$ 29.94	$ -	$ 29.94
50	35659	SQUIRES, JAYDEN	$ 191.05	$ -	$ 191.05
50	35731	ST.PIERRE, TRYCE	$ 87.04	$ -	$ 87.04
50	5502	STEWART PROPERTY MANAGEMENT	$ 3,894.55	$ 3,862.25	$ 32.30
50	35083	SULLIVAN, TIMOTHY	$ 50.01	$ -	$ 50.01
50	34322	SWAIN CONSTRUCTION	$ 561.97	$ -	$ 561.97
50	35165	TABER, CAROLYN	$ 59.15	$ -	$ 59.15
50	35196	TESSIER, ANTONIO	$ 9.40	$ -	$ 9.40
50	11134	THE RESOURCE COMPANY	$ 147.64	$ -	$ 147.64
50	35197	TORRES, VICTOR	$ 5.40	$ -	$ 5.40
50	36271	TS CACCAVARO CONSTRUCTION	$ 1.69	$ -	$ 1.69
50	36097	TURCK, THOMAS	$ 50.94	$ -	$ 50.94
50	34907	TURNER, WILLIAM	$ 74.45	$ -	$ 74.45
50	34639	VALDEZ PENA, ALEXANDER	$ 121.88	$ -	$ 121.88
50	34823	VILLA, ALFREDO	$ 53.03	$ -	$ 53.03
50	36103	VINCENTE, JULIO	$ 206.00	$ -	$ 206.00
50	23787	VIVIERS, NORRIS	$ 0.44	$ -	$ 0.44
50	33554	WARREN, SHAWN	$ 90.12	$ -	$ 90.12
50	32507	WATTS, RICHARD P.	$ 192.15	$ -	$ 192.15
50	34706	WEATHERS, VANESSA	$ 61.04	$ -	$ 61.04
50	34317	WHEELER, AMY	$ 165.18	$ -	$ 165.18
50	35084	ZAGARELLA, JOSEPH	$ 88.40	$ -	$ 88.40
50 & 51 - HIGHWAY TOTALS			**$ 92,655.52**	**$ 67,135.24**	**$ 25,520.28**
52	7790	670 LLC	$ 35,264.65	$ 17,816.72	$ 17,447.93
52	35168	ABEKA, SOLANGE	$ 820.41	$ 21.58	$ 798.83
52	33961	ADEEKO, AUSTIN	$ 425.00	$ -	$ 425.00
52	34271	ADIE III, JOHN	$ 255.00	$ 170.00	$ 85.00
52	36245	ALCALA, RAPHAEL	$ 249.00	$ 129.00	$ 120.00
52	35557	ALLARD, BENJAMIN	$ 441.60	$ 11.70	$ 429.90
52	35965	ALLEN, BRIYANNA	$ 344.11	$ 9.13	$ 334.98
52	33835	ALLEN, SCOTT	$ 248.20	$ -	$ 248.20
52	3252	AMOSKEAG HEALTH	$ 4,919.40	$ 2,820.92	$ 2,098.48
52	36330	ANDERSON, ERIC	$ 185.40	$ 125.40	$ 60.00
52	34363	ARISTA, ROSE	$ 141.60	$ -	$ 141.60
52	34901	BALCOM, ROGER	$ 848.96	$ 20.48	$ 828.48
52	35826	BALL, SHANE	$ 279.15	$ 114.15	$ 165.00
52	34307	BALLIRO, DEAN	$ 235.75	$ 6.24	$ 229.51
52	36260	BANKS, BRANDON	$ 262.68	$ 177.68	$ 85.00
52	33898	BARNETT, ANTHONY	$ 170.00	$ -	$ 170.00
52	35299	BAROWSKI, MELISSA	$ 699.96	$ 17.92	$ 682.04
52	35701	BATEMAN, FLINT	$ 409.07	$ 11.62	$ 397.45
52	33065	BECK, JOHN	$ 510.00	$ -	$ 510.00
52	33606	BEDARD, TERA	$ 340.00	$ -	$ 340.00
52	32610	BELANGER, PAULA	$ 680.00	$ -	$ 680.00
52	35428	BENNETT, KATIE	$ 64.33	$ 61.80	$ 2.53
52	34590	BERNARD, IAN	$ 432.90	$ -	$ 432.90
52	35922	BERNHARDT, MAUREEN	$ 336.64	$ 115.81	$ 220.83
52	35781	BERTHIAUME, JACQUELINE	$ 259.80	$ 7.20	$ 252.60
52	36384	BLUE STAR SYSTEMS	$ 262.68	$ 177.68	$ 85.00
52	22266	BONIFY, LLC	$ 510.00	$ -	$ 510.00
52	35438	BORDIN, ISABEL	$ 327.00	$ 9.00	$ 318.00
52	35353	BOUCHARD, CHRYS	$ 101.64	$ 2.56	$ 99.08
52	36030	BOUCHARD, RYLEE	$ 354.08	$ 10.24	$ 343.84
52	35253	BOULDIN, AMANDA	$ 1,191.52	$ 30.72	$ 1,160.80
52	35460	BOYLE JR., MICHAEL	$ 541.20	$ 14.40	$ 526.80
52	35628	BRADEEN, BRANDON	$ 353.08	$ 182.80	$ 170.28
52	35406	BRECKINVIDGE, EMILY	$ 620.55	$ 16.60	$ 603.95
52	34721	BRISSETTE, MATTHEW	$ 424.80	$ -	$ 424.80
52	33936	BRUNO, MARK	$ 708.00	$ -	$ 708.00
52	34719	BURDICK, DESIRAE	$ 757.20	$ 19.80	$ 737.40
52	35085	BURNHAM, TIM	$ 327.00	$ 9.00	$ 318.00
52	32770	CARE COUNSELING SERVICE	$ 1,455.00	$ -	$ 1,455.00
52	34381	CARLSON, MARIA	$ 129.92	$ -	$ 129.92
52	35663	CAVANAUGH, ANGELA	$ 373.28	$ 10.24	$ 363.04
52	36337	CERTIFIED HOMECARE CONSULTING	$ 124.50	$ 64.50	$ 60.00
52	25479	CITIZENS BANK	$ 3,879.75	$ 3,060.00	$ 819.75
52	35964	CLARK, NOAH	$ 344.11	$ 9.13	$ 334.98
52	32141	CLERK, HARRY	$ 419.40	$ -	$ 419.40
52	25544	CMS REAL ESTATE LLC	$ 1,445.00	$ 255.00	$ 1,190.00
52	34952	COFFEY, CHARLES	$ 385.50	$ 9.00	$ 376.50
52	35319	COLON PAGAN, DAMIAN IZA	$ 561.00	$ 14.40	$ 546.60
52	34412	CONATON, WILLIAM	$ 466.34	$ -	$ 466.34
52	34927	CONNOR, IAN	$ 363.86	$ 9.96	$ 353.90
52	33388	CONNOR, MATTHEW	$ 350.08	$ -	$ 350.08
52	34009	CONTRERAS, FREDDY	$ 1,190.00	$ -	$ 1,190.00
52	36061	CORDOBA, CAROLINA	$ 336.64	$ 115.81	$ 220.83
52	34320	COTTON, LEILANI	$ 508.20	$ -	$ 508.20
52	35217	COVENEY, BILL	$ 419.36	$ 10.24	$ 409.12
52	33930	CREATIVE FRAMING	$ 425.00	$ -	$ 425.00
52	35593	CRICHTON, KELLY	$ 176.40	$ 91.40	$ 85.00
52	35780	CRUTCHFIELD, JOHN	$ 117.56	$ 32.56	$ 85.00
52	34632	CRUZ, EIDON	$ 111.19	$ -	$ 111.19
52	31099	CURTIS, RICKY	$ 186.42	$ -	$ 186.42
52	34293	DAIGLE CLARK, HEATHER	$ 425.00	$ -	$ 425.00
52	35606	DALLAIRE, CHARLES	$ 299.90	$ 8.30	$ 291.60
52	36213	DANIELS, TAY-LYNN	$ 262.68	$ 177.68	$ 85.00
52	34292	DE LEON, INES	$ 135.73	$ -	$ 135.73
52	35684	DEMARKIS, PETE	$ 169.98	$ 114.98	$ 55.00
52	35417	DENUZZIA, KELLY	$ 393.76	$ 10.24	$ 383.52
52	21938	DEPALO, MARYBETH	$ 56.66	$ 55.83	$ 0.83
52	35626	DESROCHERS, KATHRYN	$ 284.96	$ 7.47	$ 277.49
52	2942	DEVINE MILLIMET & BRANCH	$ 425.00	$ -	$ 425.00
52	36247	DIADAMO, JULIA	$ 90.12	$ 5.12	$ 85.00
52	33713	DIFUSCO, NIKELLE	$ 283.20	$ -	$ 283.20
52	25492	DRUMMOND WOODSON	$ 458.11	$ 453.20	$ 4.91
52	35100	DRYSDALE, PAULINE	$ 293.40	$ 7.68	$ 285.72
52	34867	DUGUAY, JOHNATHAN	$ 340.50	$ -	$ 340.50
52	32201	DULCES BAKERY, LLC.	$ 157.31	$ -	$ 157.31
52	35595	DUSSAULT, CHARLIE	$ 241.58	$ 6.64	$ 234.94
52	35944	DYER, JARED	$ 344.11	$ 9.13	$ 334.98
52	35468	ELECTRIC POWER SYSTEMS	$ 425.67	$ 11.62	$ 414.05
52	35334	ELLIOTT, MATTHEW	$ 386.44	$ 9.96	$ 376.48
52	5874	EVR ADVERTISING	$ 466.40	$ 446.60	$ 19.80
52	36075	FAGAN, DYLAN	$ 263.96	$ 7.68	$ 256.28
52	36239	FARRELL, JENNIFER	$ 249.00	$ 129.00	$ 120.00
52	35619	FERNANDEZ, CHRISTINA	$ 373.28	$ 10.24	$ 363.04
52	35989	FOSTER, JACK	$ 310.80	$ 8.10	$ 302.70
52	36237	FOTIN, SEBASTIAN	$ 249.00	$ 129.00	$ 120.00
52	35627	FRAVWIRTH, MARVIN	$ 4.15	$ -	$ 4.15
52	33732	GAGNON, MARK	$ 1,530.00	$ -	$ 1,530.00

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	32561	GAINOR, EDWARD	$ 122.10	$ -	$ 122.10
52	35200	GALFO, EMMI	$ 146.10	$ 3.60	$ 142.50
52	35276	GILVIN, RONNIE	$ 495.40	$ 12.80	$ 482.60
52	33771	GONZALES, ELIJAH	$ 255.00	$ -	$ 255.00
52	36252	GONZALEZ, CARLOS	$ 262.68	$ 177.68	$ 85.00
52	35671	GRANT, LINDA	$ 463.40	$ 12.80	$ 450.60
52	34163	GRASSO, MONICA	$ 598.53	$ -	$ 598.53
52	33734	GUGUAI, PEYOUR	$ 850.00	$ -	$ 850.00
52	35218	HARKER, CHRIS	$ 366.90	$ 9.90	$ 357.00
52	35683	HARRIS, KATHERINE	$ 348.26	$ 9.96	$ 338.30
52	35600	HARRISON JR., ERIC	$ 790.20	$ 21.60	$ 768.60
52	25873	HART, JULIE	$ 595.00	$ -	$ 595.00
52	34779	HATHAWAY, NICHOLAS	$ 620.55	$ 16.60	$ 603.95
52	36056	HELIE, ZACHARY	$ 440.36	$ 11.52	$ 428.84
52	35594	HERNANDEZ, JAYTHIEN	$ 241.58	$ 6.64	$ 234.94
52	2983	HILLSBOROUGH COUNTY ATTORNEY	$ 4,500.00	$ 1,980.00	$ 2,520.00
52	36312	HOESCH, GAVIN	$ 249.00	$ 129.00	$ 120.00
52	34947	HOMETOWN REFUND	$ 368.16	$ -	$ 368.16
52	33012	IMPRESS HEALTHCARE CORP	$ 249.00	$ 129.00	$ 120.00
52	35578	IZZICUPO, NATHAN	$ 228.30	$ 118.30	$ 110.00
52	35614	JIMENEZ, ODALIS	$ 196.20	$ 5.40	$ 190.80
52	35283	KANE, JONATHAN	$ 579.05	$ 14.90	$ 564.15
52	33240	LAFFERTY, TANYA	$ 985.50	$ -	$ 985.50
52	36210	LAPADULA, ANNA	$ 431.40	$ 176.40	$ 255.00
52	15973	LAPALME, RICHARD	$ 249.00	$ 129.00	$ 120.00
52	35636	LAVERTU, SHANNON	$ 241.58	$ 6.64	$ 234.94
52	35576	LAWTON, SASHA	$ 378.40	$ 10.24	$ 368.16
52	35046	LEO, AZURE	$ 384.30	$ -	$ 384.30
52	35096	LIFE IN BLOOM COUNSELING	$ 357.92	$ -	$ 357.92
52	35981	LINDSEY, CAROL	$ 185.40	$ 125.40	$ 60.00
52	34133	LOGAN, SHANITA	$ 341.18	$ -	$ 341.18
52	35422	LOUIS-CHARLES, PETERSON	$ 495.40	$ 12.80	$ 482.60
52	15302	LYNCH, EDWARD	$ 340.00	$ 170.00	$ 170.00
52	36077	MACIAS, ANNA	$ 3.32	$ 2.49	$ 0.83
52	33177	MALONE, ANDREW	$ 977.50	$ -	$ 977.50
52	35345	MAREAN, SCOTT	$ 820.80	$ 21.60	$ 799.20
52	35796	MAROUN, STEPHANIE	$ 209.30	$ 69.30	$ 140.00
52	35163	MARTIN, MICHELLE	$ 341.40	$ 8.30	$ 333.10
52	33499	MAURO, ANTHONY	$ 5.00	$ -	$ 5.00
52	35668	MELO, ANDRES	$ 507.00	$ 13.50	$ 493.50
52	34304	MELO, THOMAS	$ 266.52	$ 7.68	$ 258.84
52	35585	MENDEZ SANTIAGO, ELIZABETH	$ 331.50	$ 9.00	$ 322.50
52	34332	MENTON, MARK	$ 489.00	$ 12.80	$ 476.20
52	35718	METRO GROUP INC.	$ 440.70	$ 11.70	$ 429.00
52	28497	MGI INTERNATIONAL	$ 1,877.28	$ 500.98	$ 1,376.30
52	36214	MICCICHE, JAMES	$ 249.00	$ 129.00	$ 120.00
52	35467	MONTGOMERY, HOLLY	$ 465.90	$ 12.60	$ 453.30
52	33813	MONTY, THOMAS	$ 255.00	$ -	$ 255.00
52	35268	MURRAY, CARA	$ 88.88	$ 62.58	$ 26.30
52	35443	NAIM, AIZA	$ 554.76	$ 14.94	$ 539.82
52	33968	NESBETH, KATHRYN	$ 611.59	$ 11.62	$ 599.97
52	7315	NEXT STEP BIONICS & PROSTHETICS	$ 990.00	$ -	$ 990.00
52	35790	NFSEH, MAXWELL	$ 440.70	$ 11.70	$ 429.00
52	25554	NIXON PEABODY LLC	$ 1,615.00	$ 935.00	$ 680.00
52	36154	NUMBI, LOIS	$ 377.10	$ 136.20	$ 240.90
52	35455	NUSBAUM, DANIEL	$ 372.33	$ 9.96	$ 362.37
52	35676	O'CONNELL, SHELLEY	$ 114.15	$ 59.15	$ 55.00
52	35141	OGUN, TESFA	$ 442.92	$ 187.92	$ 255.00
52	34335	OLSON, JENNIFER	$ 867.60	$ -	$ 867.60
52	35463	OPTIMUM CONSTRUCTION	$ 83.40	$ 9.00	$ 74.40
52	34240	ORTIZ, NICHOLAS	$ 255.00	$ -	$ 255.00
52	33588	OSMAN, MAZIN	$ 508.11	$ -	$ 508.11
52	36191	OWENS, KENYANA	$ 312.60	$ 132.60	$ 180.00
52	35411	PADUANI, JAZMYN	$ 495.40	$ 12.80	$ 482.60
52	36253	PANCHAL, YASH	$ 262.68	$ 177.68	$ 85.00
52	36386	PARKER, BOBBIE	$ 262.68	$ 177.68	$ 85.00
52	35447	PEKARSKI, DALTON	$ 271.64	$ 15.36	$ 256.28
52	33900	PEREZ, MILITZA	$ 170.00	$ -	$ 170.00
52	35782	PLESS, JERIMIAH	$ 193.50	$ 5.40	$ 188.10
52	33842	POISSON, KENNETH	$ 160.63	$ -	$ 160.63
52	36178	POZA, HUGH	$ 228.30	$ 118.30	$ 110.00
52	35542	PRABHAYYA, SURAJ	$ 293.40	$ 7.68	$ 285.72
52	30558	PROPERTY PALS LLC	$ 372.60	$ 250.80	$ 121.80
52	34520	PROVENCHER, BRUNO	$ 561.20	$ 15.36	$ 545.84
52	36219	RAMIREZ, ADRIAN	$ 312.60	$ 132.60	$ 180.00
52	35609	RAMOS, ADAM	$ 256.20	$ 7.20	$ 249.00
52	35637	REYES, JENNIFER	$ 327.00	$ 9.00	$ 318.00
52	35413	RICHARD, ROGER	$ 449.32	$ 187.92	$ 261.40
52	35336	RICHARDS, CHRISTOPHER	$ 820.80	$ 21.60	$ 799.20
52	34106	RIVERA, EDISON TARDI	$ 651.00	$ -	$ 651.00
52	34837	RIVERA, TANIA	$ 388.45	$ -	$ 388.45
52	33989	ROBY-DAIGLE, MERCEDES	$ 328.20	$ -	$ 328.20
52	34641	RODRIGUEZ, GAMALIER	$ 1,052.01	$ 22.96	$ 1,029.05
52	36074	RODRIGUEZ, KEANNA	$ 377.10	$ 136.20	$ 240.90
52	33170	ROMARY, THOMAS	$ 1,020.00	$ -	$ 1,020.00
52	35996	ROUSSEAU, KELLY	$ 284.96	$ 7.47	$ 277.49
52	34886	ROYCE, ANN	$ 193.22	$ -	$ 193.22
52	34164	RUSSAMANS, ROBERT	$ 425.00	$ -	$ 425.00
52	33097	SAVARY, AMBER	$ 1,190.00	$ -	$ 1,190.00
52	35789	SCHOOLER, JAMES	$ 377.10	$ 136.20	$ 240.90
52	34361	SCHROEDER, CHRISTOPHER	$ 66.92	$ -	$ 66.92
52	34008	SCHWAB, MATTHEW	$ 588.90	$ -	$ 588.90
52	36205	SCOTT, JESSICA	$ 286.62	$ 121.62	$ 165.00
52	36073	SEGO, JEBET	$ 345.77	$ 124.94	$ 220.83
52	35095	SHORT, JOSEPH	$ 534.32	$ 193.04	$ 341.28
52	36055	SOLANKI, DHRUV	$ 284.96	$ 7.47	$ 277.49
52	34589	SOLIVAN, DORIS	$ 293.40	$ 7.68	$ 285.72
52	30959	SOUCY, JOEL	$ 425.00	$ -	$ 425.00
52	21704	SOUTHERN NH UNIVERSITY	$ 970.00	$ 460.00	$ 510.00
52	33259	STACKPOLE, ANTHONY	$ 218.80	$ -	$ 218.80
52	36058	STEPHENS, SETH	$ 440.36	$ 11.52	$ 428.84
52	35603	STEWART, AVA	$ 463.40	$ 12.80	$ 450.60
52	33907	STREHLOW, WILLIAM	$ 935.00	$ -	$ 935.00
52	36246	SULLIVAN, ALYSSA	$ 185.40	$ 125.40	$ 60.00
52	35171	SWAUGER, ERIN	$ 212.40	$ 5.40	$ 207.00
52	34784	SWIST, DYLAN	$ 201.60	$ -	$ 201.60
52	35566	TA-DOTY, LESLEY	$ 3.60	$ -	$ 3.60
52	22215	TAJ INDIA, INC	$ 680.00	$ -	$ 680.00
52	34737	TALLINI, KARLA	$ 282.30	$ -	$ 282.30
52	34716	TEAM KENNEDY	$ 405.75	$ -	$ 405.75
52	33745	TOWER, THOMAS	$ 255.00	$ -	$ 255.00
52	35824	TROTTER, CHELSEA	$ 345.77	$ 124.94	$ 220.83
52	36159	VASQUEZ, HOPE	$ 534.32	$ 193.04	$ 341.28
52	35733	VIA BRAZIL MEAT MARKET	$ 63.60	$ 3.60	$ 60.00

City of Manchester NH - Receivables
Over 90 Days as of 07/24/2026

TYPE	CUST ID	NAME	TOTAL	CURRENT - 90 DAYS DUE	OVER 90 DAYS DUE
52	35916	VILLALOBOS, RICKY	$ 262.68	$ 177.68	$ 85.00
52	34206	VINCIGUERRA, LORI	$ 404.09	$ 10.79	$ 393.30
52	34103	VINSON, PATRICK	$ 242.10	$ -	$ 242.10
52	34218	WARD, MEGAN	$ 124.50	$ 122.70	$ 1.80
52	34097	WASH STREET	$ 318.90	$ 9.00	$ 309.90
52	35541	WEBB, OLIVIA	$ 84.88	$ 3.60	$ 81.28
52	33802	WEBBE, REBECCA	$ 299.90	$ 8.30	$ 291.60
52	35421	WELLS, JARRETT	$ 858.75	$ 23.40	$ 835.35
52	35224	WESLEY, KEITH	$ 597.04	$ 15.36	$ 581.68
52	35760	WILLIAMS, DAMIEN	$ 379.80	$ 10.80	$ 369.00
52	34551	WILLIS, JOHN	$ 720.44	$ -	$ 720.44
52	3278	YWCA	$ 10,057.39	$ -	$ 10,057.39
52	35621	ZEGDI, SONIA	$ 327.00	$ 9.00	$ 318.00
52	35583	ZHANG, DONGDONG	$ 331.50	$ 9.00	$ 322.50
52 - PARKING TOTALS			**$ 145,977.93**	**$ 36,293.95**	**$ 109,683.98**
65	35401	DIVER, CHRIS	$ 6,681.38	$ -	6,681.38
65	946	MANCHESTER SCHOOL ATHLETICS	$ 81,234.69	$ 77,669.65	$ 3,565.04
65	64-65	SCHOOL ADMINISTRATIVE UNIT	$ 467,030.58	$ 239,959.40	$ 227,071.18
65	35402	ZELANES, JEREMY	$ 4,873.62	$ -	4,873.62
65 - PARKS & RECREATION TOTALS			**$ 559,820.27**	**$ 317,629.05**	**$ 242,191.22**
GRAND TOTALS			**$ 7,092,872.96**	**$ 3,409,529.03**	**$ 3,683,343.93**

Submission for Solicitors Review
Account in Collections

City of Manchester - Accounts Receivable
Submissions for Solicitor's Review

Sent to Solicitor	Dept	Customer Name	Invoice Dates	Original Amount	Remaining Balance	Finance Charges	Total Outstanding	Explanation / Determination	
3/29/2018	CE	Ahmedamin, Sandra	7/17/2017	$ 1,150.00	$ 878.00	$ 86.25	$ 964.25	Paying court approved $50/month payment until full debt satisfied. 3/9/20 $200 Overdue payment received.	Balance per Planning on 6/21- $814.25 plus $150 from 7/13/23
12/11/2024	EPD	Liberty Septic	various	$21,162.62	$21,162.62	$ -	$ 21,162.62	Closed by GRC 12/5/2024	
12/11/2024	Fire	168 Merrimack Street LLC	2/3/2022	$ 1,080.00	$ 1,080.00	$ 243.00	$ 1,323.00	Closed by GRC 9/1/2024	
12/11/2024	Fire	300 GAY STREET ACQUISITIONS LLC	1/1/2023	$ 1,080.00	$ 1,080.00	$ -	$ 1,080.00	Closed by GRC 9/1/24, previously sent collections/solicitors	
12/11/2024	Fire	LEROCQUE, KRISTINE (KINDERTREE LEARNING CENTER)	1/1/2023	$ 1,080.00	$ 1,080.00	$ -	$ 1,080.00	Closed by GRC 12/5/24, previously sent collections/solicitors	
8/8/2025	Parks	DIVER, CHRIS	7/9/2024	$ 6,681.38	$ 6,681.38	$ -	$ 6,681.38		
8/8/2025	Parks	ZELANES, JEREMY	9/3/2024	$ 5,123.62	$ 5,123.62	$ -	$ 5,123.62		

All accounts determined to be uncollectable by collections >$1,000 sent to City Solicitor

Payment Received

New Submission

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully advises, after due and careful consideration, that the City's Monthly Financial Reports (unaudited for the first eleven months of FY26 has been accepted.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Sharon Y. Wickens
Finance Officer

Michele A. Bogardus
Deputy Finance Officer

CITY OF MANCHESTER

Finance Department

July 24, 2026

Committee on Accounts, Enrollment and Revenue Administration
C/o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, NH 03101

Dear Honorable Committee Members,

Attached for your review is the City of Manchester's unaudited Monthly Financial Report for the first eleven months of fiscal year 2026.

***Expenditures*:**

The average unobligated balance percentage after eleven months should be 8.33% as a benchmark. All departments are within 10% of this benchmark with the exception of the Department of Public Works. The overall unobligated percentage after eleven months is 12.29% for 2026 compared to 10.57% a year ago. Health insurance costs for 2026 are tracking at budget through May. A comparison of retirement payouts through May for FY 2026 and 2025 is as follows:

	2026	2025
Payments	$ 1,608,664	$ 1,266,821
Retirements		
Police	427,859	368,014
Fire	560,779	410,560
DPW	310,244	154,036
All Other	309,782	334,211
Total	1,608,664	1,266,821

The following amounts have been transferred from the FY 2026 Contingency Account as of 5/31/2026:

Original Budget	7/1/2025	200,000.00
Parks and Rec-We Are One Festival	8/5/2025	(500.00)
Fisher Cats Field Replacement	9/2/2025	(71,605.32)
Health Department - Mosquito Spraying	9/2/2025	(25,000.00)
Health Department - Mosquito Spraying	10/20/2025	25,000.00
Hanover Street Lighting	1/20/2026	(14,500.00)
Revised Balance - posted		113,394.68

Revenues:

Revenues for the first eleven months of fiscal year 2026 are $1.6 million higher than a year ago. Auto Registrations are $829 thousand higher and Permits are $1.6 million higher than the same period a year ago. Cable Franchise Fees receipts are $531 thousand higher than last fiscal year. Offsetting the increases are School Chargebacks at $335 thousand lower primarily due to lower billing in FY26 from the Facilities Division of The Department of Public Works and less timely billing in the City Solicitor's office in FY26. Interest Income is $896 thousand lower than the same period of fiscal year 2025, primarily due to lower interest rates. State Revenues are $645 thousand lower due to timing of receipts from the State.

Sincerely,

P.P. Michelle Lagerdes, Deputy

Sharon Y. Wickens
Finance Officer

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CITY OF MANCHESTER
NEW HAMPSHIRE

FINANCIAL REPORTS

FOR THE ELEVEN MONTHS ENDED
MAY 31, 2026

UNAUDITED

CITY OF MANCHESTER, NEW HAMPSHIRE

PRELIMINARY FINANCIAL STATEMENTS

TABLE OF CONTENTS

FOR THE ELEVEN MONTHS ENDED MAY 31, 2026

(UNAUDITED)

Page	Title
1	Budget vs Actual Expenditures - General Fund Fiscal Year 2026
2	Budget vs Actual Expenditures - General Fund Fiscal Year 2025
3	Non-Property Tax Revenues - General Fund Budget vs Actual by Department - Fiscal Year 2026
4	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Year 2026
5	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Comparative Actual Fiscal Year 2025 vs Budget Fiscal Year 2026
6	Non-Property Tax Revenues - General Fund Budget vs Actual by Type - Fiscal Years 2025 vs 2026
7	Parking Division Account Balances Fiscal Year 2026

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Eleven Months Ended May 31, 2026
(UNAUDITED)
Budget Basis
MNTBUDNBN1

	FY 2026 MODIFIED BUDGET	FY 2026 OBLIGATIONS TO DATE	FY 2026 UNOBLIGATED BALANCE	FY 2026 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	$ 70,000.00	$ 46,810.06	$ 23,189.94	33.13
ASSESSORS	937,285.00	688,580.28	248,704.72	26.53
CITY CLERK	1,329,372.00	1,057,544.97	271,827.03	20.45
MEDO	304,420.00	254,272.22	50,147.78	16.47
CITY SOLICITOR	2,275,167.00	1,882,366.42	392,800.58	17.26
FINANCE	1,322,750.00	1,176,081.02	146,668.98	11.09
CENTRAL FLEET MANAGEMENT	3,997,754.00	3,524,345.87	473,408.13	11.84
INFORMATION SYSTEMS	2,339,435.00	2,007,059.53	332,375.47	14.21
MAYOR	304,559.00	219,739.90	84,819.10	27.85
OFFICE OF YOUTH SERVICES	846,091.00	688,705.82	157,385.18	18.60
HUMAN RESOURCES	897,782.00	730,607.22	167,174.78	18.62
PLANNING & COMMUNITY DEVELOPMENT	2,682,014.00	2,262,363.19	419,650.81	15.65
TAX COLLECTOR	893,117.00	723,057.78	170,059.22	19.04
FIRE	27,221,721.00	24,001,334.41	3,220,386.59	11.83
POLICE	34,329,533.00	29,919,475.76	4,410,057.24	12.85
HEALTH	2,594,841.00	2,091,463.18	503,377.82	19.40
DEPARTMENT OF PUBLIC WORKS	35,583,320.00	33,765,568.30	1,817,751.70	5.11
WELFARE	1,509,824.00	1,029,247.90	480,576.10	31.83
LIBRARY	2,619,692.00	2,260,807.05	358,884.95	13.70
TOTAL AGENCIES	122,058,677.00	108,329,430.88	13,729,246.12	11.25
RESTRICTED ITEMS-				
SEVERANCE PAY	1,160,333.00	1,160,333.00	-	-
WORKERS COMPENSATION - SALARY	684,000.00	385,888.39	298,111.61	43.58
WORKERS COMPENSATION - MEDICAL	1,783,654.00	2,486,604.73	(702,950.73)	(39.41)
HEALTH INSURANCE	16,697,219.00	13,517,596.00	3,179,623.00	19.04
DENTAL INSURANCE	827,084.00	599,753.37	227,330.63	27.49
DEATH BENEFIT	71,186.00	56,564.25	14,621.75	20.54
DISABILITY INSURANCE	60,771.00	45,197.92	15,573.08	25.63
CITY RETIREMENT	13,921,677.00	12,286,907.12	1,634,769.88	11.74
FIRE STATE PENSION	7,542,465.00	6,165,614.77	1,376,850.23	18.25
POLICE STATE PENSION	8,242,374.00	7,503,163.26	739,210.74	8.97
FICA	3,786,615.00	3,463,560.92	323,054.08	8.53
UNEMPLOYMENT	10,000.00	26,001.02	(16,001.02)	(160.01)
TUITION	50,000.00	26,650.36	23,349.64	46.70
CGL INSURANCE	1,575,000.00	2,173,695.40	(598,695.40)	(38.01)
TOTAL RESTRICTED ITEMS	56,412,378.00	49,897,530.51	6,514,847.49	11.55

1
1 OF 2

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Eleven Months Ended May 31, 2026
(UNAUDITED)
Budget Basis
MNTBUDNBN1

	FY 2026 MODIFIED BUDGET	FY 2026 OBLIGATIONS TO DATE	FY 2026 UNOBLIGATED BALANCE	FY 2026 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
CONTINGENCY	200,000.00	86,605.32	113,394.68	56.70
MPTS	474,980.00	474,980.00	-	-
CIVIC CONTRIBUTIONS	127,704.00	128,922.00	(1,218.00)	(.95)
NON-CITY PROGRAMS	78,688.00	78,688.43	(.43)	-
STREET LIGHTING	828,834.00	750,766.27	78,067.73	9.42
COMMUNITY IMPROVEMENT PROGRAM	150,000.00	150,000.00	-	-
TRANSIT SUBSIDY	1,999,838.00	1,999,838.00	-	-
EMPLOYEE MEDICAL SERVICES	80,000.00	50,685.35	29,314.65	36.64
MATURING DEBT	9,700,000.00	8,731,341.07	968,658.93	9.99
INTEREST ON MATURING DEBT	6,400,000.00	3,442,695.20	2,957,304.80	46.21
TOTAL NON-DEPARTMENTAL ITEMS	20,040,044.00	15,894,521.64	4,145,522.36	20.69
TOTAL GENERAL FUND	$ 198,511,099.00	$ 174,121,483.03	$ 24,389,615.97	12.29

1
2 OF 2

City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Eleven Months Ended May 31, 2025
(UNAUDITED)
Budget Basis
MNTBUDNBN2

	FY 2025 MODIFIED BUDGET	FY 2025 OBLIGATIONS TO DATE	FY 2025 UNOBLIGATED BALANCE	FY 2025 PERCENT UNOBLIGATED
AGENCIES-				
ALDERMEN	$ 70,000.00	$ 52,500.00	$ 17,500.00	25.00
ASSESSORS	721,879.10	655,735.22	66,143.88	9.16
CITY CLERK	1,205,511.33	1,103,761.46	101,749.87	8.44
MEDO	207,906.35	180,149.89	27,756.46	13.35
CITY SOLICITOR	1,799,397.86	1,628,253.09	171,144.77	9.51
FINANCE	1,185,931.98	1,078,096.36	107,835.62	9.09
CENTRAL FLEET MANAGEMENT	3,742,081.31	3,581,621.66	160,459.65	4.29
INFORMATION SYSTEMS	2,215,299.57	2,015,558.06	199,741.51	9.02
MAYOR	289,942.90	252,021.67	37,921.23	13.08
OFFICE OF YOUTH SERVICES	659,744.58	597,367.75	62,376.83	9.45
HUMAN RESOURCES	779,195.84	707,056.37	72,139.47	9.26
PLANNING & COMMUNITY DEVELOPMENT	2,395,742.16	2,137,782.43	257,959.73	10.77
TAX COLLECTOR	757,872.28	675,355.73	82,516.55	10.89
FIRE	25,468,941.68	22,780,023.30	2,688,918.38	10.56
POLICE	31,931,301.12	28,505,619.35	3,425,681.77	10.73
HEALTH	2,061,572.99	1,786,811.05	274,761.94	13.33
DEPARTMENT OF PUBLIC WORKS	34,418,491.07	33,745,673.40	672,817.67	1.95
WELFARE	1,126,442.10	997,613.10	128,829.00	11.44
LIBRARY	2,458,624.25	2,138,629.79	319,994.46	13.02
TOTAL AGENCIES	113,495,878.47	104,619,629.68	8,876,248.79	7.82
RESTRICTED ITEMS-				
SEVERANCE PAY	1,000,000.00	1,000,000.00	-	-
WORKERS COMPENSATION - SALARY	564,908.60	537,420.44	27,488.16	4.87
WORKERS COMPENSATION - MEDICAL	2,167,586.20	2,137,549.88	30,036.32	1.39
HEALTH INSURANCE	15,672,901.03	13,401,877.99	2,271,023.04	14.49
DENTAL INSURANCE	891,603.74	856,759.23	34,844.51	3.91
DEATH BENEFIT	63,539.95	56,710.64	6,829.31	10.75
DISABILITY INSURANCE	49,102.04	43,554.07	5,547.97	11.30
CITY RETIREMENT	13,095,574.50	11,815,831.35	1,279,743.15	9.77
FIRE STATE PENSION	6,647,814.03	5,994,987.79	652,826.24	9.82
POLICE STATE PENSION	8,572,237.04	7,436,779.03	1,135,458.01	13.25
FICA	3,604,725.82	3,246,897.02	357,828.80	9.93
UNEMPLOYMENT	15,670.25	15,670.25	-	-
TUITION	29,327.77	27,651.09	1,676.68	5.72
CGL INSURANCE	1,834,446.97	1,881,536.75	(47,089.78)	(2.57)
TOTAL RESTRICTED ITEMS	54,209,437.94	48,453,225.53	5,756,212.41	10.62

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City of Manchester, New Hampshire
Budget vs Actual Expenditures - General Fund
By Department Without Restricted Items
For The Eleven Months Ended May 31, 2025
(UNAUDITED)
Budget Basis
MNTBUDNBN2

	FY 2025 MODIFIED BUDGET	FY 2025 OBLIGATIONS TO DATE	FY 2025 UNOBLIGATED BALANCE	FY 2025 PERCENT UNOBLIGATED
NON-DEPARTMENTAL ITEMS-				
MPTS	470,674.00	470,674.00	-	-
CONTINGENCY	55,000.00	55,000.00	-	-
CIVIC CONTRIBUTIONS	124,871.00	124,871.00	-	-
NON-CITY PROGRAMS	78,524.84	78,524.84	-	-
STREET LIGHTING	837,579.80	815,362.36	22,217.44	2.65
COMMUNITY IMPROVEMENT PROGRAM	300,200.00	300,200.00	-	-
TRANSIT SUBSIDY	1,657,544.00	1,657,544.00	-	-
EMPLOYEE MEDICAL SERVICES	80,315.87	75,621.47	4,694.40	5.84
MATURING DEBT	9,898,035.25	7,000,633.07	2,897,402.18	29.27
INTEREST ON MATURING DEBT	6,197,692.40	3,953,821.45	2,243,870.95	36.20
TOTAL NON-DEPARTMENTAL ITEMS	19,700,437.16	14,532,252.19	5,168,184.97	26.23
TOTAL GENERAL FUND	$ 187,405,753.57	$ 167,605,107.40	$ 19,800,646.17	10.57

2
2 OF 2

City of Manchester, New Hampshire
Budget vs Actual Revenue By Department - General Fund
Non-Property Tax Revenues
For The Eleven Months Ended May 31, 2026
(UNAUDITED)
Budget Basis
MNTREVAGEN

	FY 2026 MODIFIED BUDGET	FY 2026 REVENUE RECOGNIZED	FY 2026 UNRECOGNIZED BALANCE	FY 2026 PERCENTAGE UNRECOGNIZED
AGENCIES-				
ASSESSORS	1,111,041.00	1,140,801.53	(29,760.53)	(2.68)
CITY CLERK	2,206,790.00	1,663,962.95	542,827.05	24.60
MEDO	233,843.00	205,888.76	27,954.24	11.95
CITY SOLICITOR	774,621.00	657,400.75	117,220.25	15.13
FINANCE	12,819,498.00	3,939,848.86	8,879,649.14	69.27
INFORMATION SYSTEMS	215,000.00	253,155.83	(38,155.83)	(17.75)
HUMAN RESOURCES	-	371.88	(371.88)	-
PLANNING & COMMUNITY DEVELOPMENT	4,531,176.00	5,285,596.19	(754,420.19)	(16.65)
TAX COLLECTOR	24,044,686.00	22,900,244.65	1,144,441.35	4.76
CENTRAL FLEET MANAGEMENT	40,000.00	36,995.47	3,004.53	7.51
FIRE	1,124,446.00	1,219,691.63	(95,245.63)	(8.47)
POLICE	1,301,620.00	1,090,335.68	211,284.32	16.23
HEALTH	227,500.00	211,120.70	16,379.30	7.20
DEPARTMENT OF PUBLIC WORKS	16,831,830.00	14,603,809.08	2,228,020.92	13.24
WELFARE	25,000.00	28,453.84	(3,453.84)	(13.82)
TOTAL AGENCIES	$ 65,487,051.00	$ 53,237,677.80	$ 12,249,373.20	18.71

3

City of Manchester, New Hampshire
Budget vs Actual Revenue By Type - General Fund
Non-Property Tax Revenues
For The Eleven Months Ended May 31, 2026
(UNAUDITED)
Budget Basis
MNTREVNPRP

	MODIFIED BUDGET	REVENUE RECOGNIZED	UNRECOGNIZED BALANCE	PERCENTAGE UNRECOGNIZED
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	20,000.00	64,646.07	(44,646.07)	(223.23)
INTEREST AND PENALTIES	602,000.00	700,047.36	(98,047.36)	(16.29)
CABLE FRANCHISE FEES	1,300,000.00	849,485.68	450,514.32	34.65
TOTAL TAXES, INTEREST AND PENALTIES	1,922,000.00	1,614,179.11	307,820.89	16.02
LICENSES AND PERMITS				
AUTO REGISTRATIONS	23,134,628.00	21,930,612.79	1,204,015.21	5.20
LICENSES	700,700.00	618,117.43	82,582.57	11.79
PERMITS	4,470,895.00	5,162,402.21	(691,507.21)	(15.47)
TOTAL LICENSES AND PERMITS	28,306,223.00	27,711,132.43	595,090.57	2.10
INTERGOVERNMENTAL				
FEDERAL REVENUES	387,776.00	392,440.99	(4,664.99)	(1.20)
PAYMENTS IN LIEU OF TAXES	1,073,041.00	1,056,112.05	16,928.95	1.58
STATE REVENUES	8,324,006.00	2,193,662.98	6,130,343.02	73.65
TOTAL INTERGOVERNMENTAL	9,784,823.00	3,642,216.02	6,142,606.98	62.78
SALES AND SERVICES				
GENERAL REVENUES	235,780.00	207,530.84	28,249.16	11.98
PUBLIC SAFETY	301,650.00	368,940.75	(67,290.75)	(22.31)
HIGHWAY	1,274,348.00	1,443,218.30	(168,870.30)	(13.25)
HEALTH	10,000.00	5,520.00	4,480.00	44.80
CEMETERY, PARKS & RECREATION	2,060,606.00	2,291,831.55	(231,225.55)	(11.22)
ZONING BOARD	82,000.00	77,998.00	4,002.00	4.88
PARKING VIOLATIONS	10,000.00	12,286.00	(2,286.00)	(22.86)
COURT FINES	4,000.00	8,781.16	(4,781.16)	(119.53)
OTHER FINES	-	(920.08)	920.08	-
FEES	1,166,203.00	1,238,699.49	(72,496.49)	(6.22)
WITNESS FEES	-	95.00	(95.00)	-
TOTAL SALES AND SERVICES	5,144,587.00	5,653,981.01	(509,394.01)	(9.90)
OTHER REVENUE SOURCES				
INTEREST INCOME	2,507,500.00	2,418,439.71	89,060.29	3.55
FUND TRANSFERS	3,229,636.00	15.95	3,229,620.05	100.00
REIMBURSEMENTS	3,485,599.00	2,963,218.91	522,380.09	14.99
RENTALS & LEASES	1,249,395.00	1,283,143.58	(33,748.58)	(2.70)
SCHOOL CHARGEBACKS	9,804,788.00	7,894,197.01	1,910,590.99	19.49
MISCELLANEOUS	52,500.00	57,154.07	(4,654.07)	(8.86)
TOTAL OTHER REVENUE SOURCES	20,329,418.00	14,616,169.23	5,713,248.77	28.10
TOTAL	$ 65,487,051.00	$ 53,237,677.80	$ 12,249,373.20	18.71

4

City of Manchester, New Hampshire
Budget vs Actual Revenue By Type -
Non-Property Tax Revenues
For The Eleven Months Ended May 31, 2026
Modified Budget FY 2025
(UNAUDITED)
Budget Basis
MNTREVCOM1

	ACTUAL FY 2025	MODIFIED BUDGET FY 26	DIFFERENCE ACTUAL 25 VS BUDGET 26	PERCENTAGE DIFFERENCE OF FY25 VS FY26
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	-	20,000	20,000	-
INTEREST AND PENALTIES	666,650	602,000	(64,650)	(9.70)
CABLE FRANCHISE FEES	1,250,788	1,300,000	49,212	3.93
TOTAL TAXES, INTEREST AND PENALTIES	1,917,438	1,922,000	4,562	.24
LICENSES AND PERMITS				
AUTO REGISTRATIONS	23,200,996	23,134,628	(66,368)	(.29)
LICENSES	671,169	700,700	29,531	4.40
PERMITS	4,379,567	4,470,895	91,328	2.09
TOTAL LICENSES AND PERMITS	28,251,732	28,306,223	54,491	.19
INTERGOVERNMENTAL				
FEDERAL REVENUES	548,797	387,776	(161,021)	(29.34)
PAYMENTS IN LIEU OF TAXES	1,052,641	1,073,041	20,400	1.94
STATE REVENUES	9,366,357	8,324,006	(1,042,351)	(11.13)
TOTAL INTERGOVERNMENTAL	10,967,795	9,784,823	(1,182,972)	(10.79)
SALES AND SERVICES				
GENERAL REVENUES	215,534	235,780	20,246	9.39
PUBLIC SAFETY	313,927	301,650	(12,277)	(3.91)
HIGHWAY	1,455,425	1,274,348	(181,077)	(12.44)
HEALTH	5,550	10,000	4,450	80.18
CEMETERY, PARKS & RECREATION	2,370,497	2,060,606	(309,891)	(13.07)
ZONING BOARD	110,230	82,000	(28,230)	(25.61)
PARKING VIOLATIONS	7,091	10,000	2,909	41.02
COURT FINES	10,352	4,000	(6,352)	(61.36)
OTHER FINES	8,621	-	(8,621)	(100.00)
FEES	1,285,943	1,166,203	(119,740)	(9.31)
WITNESS FEES	125	-	(125)	(100.00)
TOTAL SALES AND SERVICES	5,783,295	5,144,587	(638,708)	(11.04)
OTHER REVENUE SOURCES				
INTEREST INCOME	3,402,370	2,507,500	(894,870)	(26.30)
FUND TRANSFERS	3,305,606	3,229,636	(75,970)	(2.30)
REIMBURSEMENTS	3,333,370	3,485,599	152,229	4.57
RENTALS & LEASES	1,251,482	1,249,395	(2,087)	(.17)
SCHOOL CHARGEBACKS	9,083,935	9,804,788	720,853	7.94
MISCELLANEOUS	88,931	52,500	(36,431)	(40.97)
TOTAL OTHER REVENUE SOURCES	20,465,694	20,329,418	(136,276)	(.67)
TOTAL	$ 67,385,954	$ 65,487,051	$ (1,898,903)	(2.82)

5

City of Manchester, New Hamphire
Budget vs Actual Revenue By Type -
Non-Property Tax Revenues
For The Eleven Months Ended May 31, 2026 and 2025
(UNAUDITED)
Budget Basis
MNTREVCOM2

	11 MONTHS ACTUAL FY 2025	11 MONTHS ACTUAL FY 2026	DIFFERENCE ACTUAL 25 VS ACTUAL 26	PERCENTAGE DIFFERENCE OF FY25 VS FY26
TAXES, INTEREST AND PENALTIES				
MISCELLANEOUS TAXES	-	64,646	64,646	-
INTEREST AND PENALTIES	633,344	700,047	66,703	10.53
CABLE FRANCHISE FEES	318,666	849,485	530,819	166.58
TOTAL TAXES, INTEREST AND PENALTIES	952,010	1,614,179	662,169	69.55
LICENSES AND PERMITS				
AUTO REGISTRATIONS	21,101,627	21,930,612	828,985	3.93
LICENSES	633,031	618,117	(14,913)	(2.36)
PERMITS	3,585,351	5,162,402	1,577,051	43.99
TOTAL LICENSES AND PERMITS	25,320,009	27,711,132	2,391,123	9.44
INTERGOVERNMENTAL				
FEDERAL REVENUES	504,425	392,440	(111,984)	(22.20)
PAYMENTS IN LIEU OF TAXES	1,052,641	1,056,112	3,471	.33
STATE REVENUES	2,828,642	2,193,662	(634,979)	(22.45)
TOTAL INTERGOVERNMENTAL	4,385,708	3,642,216	(743,491)	(16.95)
SALES AND SERVICES				
GENERAL REVENUES	198,964	207,530	8,566	4.31
PUBLIC SAFETY	281,817	368,940	87,123	30.92
HIGHWAY	1,310,465	1,443,218	132,753	10.13
HEALTH	6,935	5,520	(1,415)	(20.40)
CEMETERY, PARKS & RECREATION	2,223,002	2,291,831	68,829	3.10
ZONING BOARD	101,845	77,998	(23,847)	(23.41)
PARKING VIOLATIONS	6,691	12,286	5,595	83.62
COURT FINES	10,002	8,781	(1,220)	(12.21)
OTHER FINES	8,621	(920)	(9,541)	(110.67)
FEES	1,219,377	1,238,699	19,322	1.58
WITNESS FEES	125	95	(30)	(24.00)
TOTAL SALES AND SERVICES	5,367,844	5,653,981	286,137	5.33
OTHER REVENUE SOURCES				
INTEREST INCOME	3,314,430	2,418,439	(895,990)	(27.03)
FUND TRANSFERS	200	15	(184)	(92.03)
REIMBURSEMENTS	2,770,798	2,963,218	192,420	6.94
RENTALS & LEASES	1,218,174	1,283,143	64,969	5.33
SCHOOL CHARGEBACKS	8,229,663	7,894,197	(335,465)	(4.08)
MISCELLANEOUS	63,242	57,154	(6,087)	(9.63)
TOTAL OTHER REVENUE SOURCES	15,596,507	14,616,169	(980,337)	(6.29)
TOTAL	$ 51,622,078	$ 53,237,677	$ 1,615,599	3.13

6

City of Manchester, New Hampshire
Parking Division
Budgetary basis
For the eleven months ended May 31, 2026
(unaudited)

Object Code Description	2026 Revised Budget	July 2025 - May 2026 Activity	2026 Balance
FEMA	-	-	-
Intergovernmental Total	-	-	-
Charges for Services Total	1,583,000	1,287,988	338,258
Licenses & Permits Total	2,308,779	2,209,032	99,747
Interest Total	2,500	39,435	(36,935)
Other Revenue Total	1,082,470	995,533	86,937
Grand Total	4,976,749	4,531,988	444,761
Salaries & Wages Total	733,074	648,783	84,291
Employee Benefits Total	503,126	414,675	88,451
Purchased Professional Services Total	23,000	21,170	1,830
Purchased Property Services Total	622,680	682,656	(59,976)
Other Purchased Services Total	61,200	58,790	2,410
Supplies & Materials Total	125,000	54,975	70,025
Capital Outlay Total	-	-	-
Miscellaneous Total	135,000	88,237	46,763
Non-Departmental Total	122,976	27,926	95,050
Reimburse City	2,650,693	-	2,650,693
Miscellaneous-Reimburse City Total	2,650,693	-	2,650,693
Grand Total	4,976,749	1,997,212	2,979,537
Excess (deficit) of revenues over expenditures	-	2,534,776	(2,534,776)

7

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Accounts, Enrollment & Revenue Administration respectfully recommends, after due and careful consideration, that Ordinance Amendment:

"Amending the Code of Ordinances of the City of Manchester by amending §32.029 Funding and Resource Management pertaining to the Art Commission by increasing spending authorization without board approval to $1,000 per project."

ought to pass and be Enrolled.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Six

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by amending §32.029 Funding and Resource Management pertaining to the Art Commission by increasing spending authorization without board approval to $1,000 per project."

I. Amend the Code of Ordinances by inserting new language as bolded **(bold)** and deleting existing language as stricken (-----). Portions of the following sections that remain unchanged appear in regular type.

§ 32.029 FUNDING AND RESOURCE MANAGEMENT.
(A) Absent specific conditions to the contrary, all gifts of money intended to further the Commission's purpose and accepted by the Board of Mayor and Aldermen shall be deposited in a dedicated, non-lapsing Arts Fund to be used by the Commission, to be used for supporting local arts projects, community arts programs, and artist development initiatives.
(B) The Commission shall have the authority to seek additional funding through grants, partnerships, and fundraising activities.
(C) The city finance officer, pursuant to R.S.A. 41:29 shall have custody of all monies in the Arts fund. The Commission shall have the authority to utilize funds from the Arts Fund without Board of Mayor and Aldermen approval up to ~~$250.00~~ **$1,000** with a unanimous vote in favor by the Commission members.
(D) Singular or cumulative expenditures for a single project exceeding ~~$250.00~~ **$1,000** shall be subject to approval from the Board of Mayor and Aldermen upon recommendation of the Committee on Accounts, Enrollment and Revenue Administration.

II. This ordinance shall take effect on upon passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Bills on Second Reading respectfully recommends, after due and careful consideration, that Ordinance Amendment:

"Amending Section 70.78 Basic Penalty of the Code of Ordinances of the City of Manchester to include updated parking and other citations."

ought to pass and be referred to the Committee on Accounts, Enrollment & Revenue Administration.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Six

AN ORDINANCE

"Amending Section 70.78 Basic Penalty of the Code of Ordinances of the City of Manchester to include updated parking and other citations."

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I**.** Amend the Code of Ordinances by adding new language as bolded (**bold**) and deleting existing language as stricken (~~—~~). Portions of the following sections that remain unchanged appear in regular type.

§ 70.78 BASIC PENALTY.

(A) Each owner or operator of a vehicle found in violation of any provision of Chapter 70 may pay in person or by mail to the Ordinance Violations Bureau the penalty for each violation pursuant to the following table:

VIOLATION	BASIC PENALTY	INCREASED PENALTY (After 30 days from the notice of violation)	INCREASED PENALTY (After 60 days from the notice of violation)
Expired parking meter	$15	$30	~~$36~~ **$43**
Overtime parking meter	$15	$30	~~$36~~ **$43**
Permit parking only	$15	$30	~~$36~~ **$43**
Occupying more than one parking stall	$15	$30	~~$36~~ **$43**
Overtime parking - no meter	$30	$60	~~$72~~ **$86**
No parking zone	$50	$75	~~$90~~ **$108**
No parking tow zone	$50	$75	~~$90~~ **$108**
Fire lane	$50	$75	~~$90~~ **$108**
Parking within 5 feet of fire hydrant	$75	$100	~~$90~~ **$143**
Parking within 5 feet of private driveway	$50	$75	~~$90~~ **$108**
Handicapped parking space - access aisle	$100	$200	~~$240~~ **$286**
Handicapped zone	$250	$300	~~$360~~ **$429**
Failure to display pay & display receipt	$15	$30	~~$36~~ **$43**
Commercial vehicle prohibited overnight parking	$50	$100	~~$120~~ **$143**

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Six

AN ORDINANCE

"Amending Section 70.78 Basic Penalty of the Code of Ordinances of the City of Manchester to include updated parking and other citations."

Loading Zone Limitation (70.53)	**$50**	**$75**	**$108**
Bus Stop (70.38)	**$50**	**$75**	**$108**
Street Sweeping	**$50**	**$75**	**$108**
Wrong Side of Street (No Parking Zone/70.37)	**$50**	**$75**	**$108**
Fraudulent Use-Walking Disability Placard/Plate (70.36 D)	**$500**	**$500**	**$500**
Winter Parking/Odd-Even Parking (71.00)	**$50**	**$75**	**$108**
Snow Emergency (71.00)	**$150**	**$175**	**$250**

(B) Any violation of Chapter 70 not identified elsewhere in the code shall be issued pursuant to § 38.06(B) of this code.

II. This ordinance shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $2,470,500 for CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ) be approved.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Timothy J. Clougherty
Public Works Director

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

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

CITY OF MANCHESTER

Department of Public Works

July 15, 2026

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

Attention: Alderman Jim Burkush
Chairman, CIP Committee

Subject: Request to amend CIP project 713524 North River Road/ Bicentennial Rd Roundabout

Dear Alderman Burkush:

At the April 16, 2024 Board of Mayor and Alderman meeting, a CIP project was created to manage the funds for the design and construction of a roundabout at the intersection of North River Road and Bicentennial Drive/Cougar Court (Derryfield School entrance). This project is a joint project with the New Hampshire Department of Transportation (NHDOT), The Derryfield School and the City of Manchester through the Federal Congestion Mitigation & Air Quality Program (CMAQ). The city is providing no funds for this project, with The Derryfield School providing the 20% match and NHDOT administering the design and construction of the project.

This project was initially established using the estimated costs shown in the NHDOT 10-year plan at that time. The project has progressed to a design stage where a cost estimate through the construction of the project has been developed. The amended budget authorization reflects the amounts that NHDOT and The Derryfield School (Other) will be contributing based on those estimated costs. Due to the city being the sponsor for this project, we must receive the 20% matching funds from The Derryfield School and then remit those funds to the NHDOT as the match, requiring the need for the established CIP to manage that process.

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

Very truly yours,

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

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

475 Valley Street • Manchester, New Hampshire 03103 • (603) 624-6444 • FAX: (603) 624-6487
E-mail: **hiway@manchesternh.gov** • Website: www.manchesternh.gov

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2024 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Four Hundred Seventy Thousand Five Hundred Dollars ($2,470,500) for the FY2024 713524 North River Road/Bicentennial Drive Roundabout (CMAQ)."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $1,976,400 from the NHDOT/FHWA and $494,100 from the Derryfield School to FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ);

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

By increasing:

FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ) -
$1,976,400 State
$494,100 Other

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#:	713524	Project Year:	2024	CIP Resolution:	6/6/2023
Title:	North River Road/Bicentennial Drive Roundabout (CMAQ)			Amending Resolution:	9/1/2026
Administering Department	DPW-Highway			Revision:	#2

Project Description: Design and construct a roundabout at the North River Road/Bicentennial Drive intersection to improve traffic flow, reduce congestion and improve air quality. Funds to be used for design, construction and all related elements necessary to develop this project. Project will be managed by New Hampshire Department of Transportation.

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Project Initiation	7/1/2023
2.	Project Completion	6/30/2030
3.		
4.		
5.		
		6/30/2030

Line Item Budget

	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	$3,600,000.00	$900,000.00	$0.00	$4,500,000.00
TOTAL	**$3,600,000.00**	**$900,000.00**	**$0.00**	**$4,500,000.00**

Revisions: #1- 10-21-25 extend completion date from 6/30/2024 to 6/30/2030. #2- 9/1/26 Increase total budget $2,470,500 ($2,029,500 to $4,500,000) State $1,976,400 ($1,623,600 to $3,600,000) Funds from NHDOT/FHWA and Other funds $494,100 ($405,900 to $900,000) Funds from Derryfield School

Comments: Funds from NHDOT/FHWA and OTHER funds from Derryfield School

Planning Department/Startup Form - 07/1/20

$4,500,000.00

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $101,734.90 for CIP C330040127 FY27 Highway Safety Grant Program be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

June 25, 2026

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

Re: **FY27 Highway Safety Grant Program**

Attached is a copy of the FY27 Highway Safety Grant Program Program State Grant Agreement and Amendment documentation in the amount of $101,734.90 to support Manchester Police Department enforcement patrols and the purchase of ten (10) in-car radars and ten (10) moveable radar speed signs.

This grant is from October 1, 2026 to September 30, 2027.

The funds breakdown is as follows:

Salaries and Wages	$24,284.47
Fringe	$11,815.53
Equipment	$65,634.90

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred One Thousand Seven Hundred Thirty-Four Dollars and Ninety Cents ($101,734.90) for the FY2027 CIP C330040127 FY27 Highway Safety Grant 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 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $101,734.90 from the State of New Hampshire Department of Safety to FY2027 CIP C330040127 FY27 Highway Safety Grant Program;

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040127 FY27 Highway Safety Grant Program - $101,734.90 State

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#:	C330040127	Project Year:	2027	CIP Resolution:	6/9/2026
Title:	FY27 Highway Safety Grant Program			Amending Resolution:	9/1/2026
Administering Department	Police Department			Revision:	

Project Description: Funds to support Manchester Police Department enforcement patrols and the purchase of ten (10) in-car radars and ten (10) moveable radar speed signs.

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Initiation Date	10/1/2026
2.	Completion Date	9/30/2027
3.		
4.		
5.		
		9/30/2027

Line Item Budget

	STATE			TOTAL
Salaries and Wages	$24,284.47	$0.00	$0.00	$24,284.47
Fringes	$11,815.53	$0.00	$0.00	$11,815.53
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	$65,634.90	$0.00	$0.00	$65,634.90
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	**$101,734.90**	**$0.00**	**$0.00**	**$101,734.90**

Revisions:

Comments: Funds of $101,734.90 from State of New Hampshire Department of Safety

Planning Department/Startup Form - 07/1/20

$101,734.90

OFFICE OF HIGHWAY SAFETY GRANT AGREEMENT

The State of New Hampshire and the Subrecipient hereby mutually agree as follows:

GENERAL PROVISIONS

Grant Agreement Title: City of Manchester Highway Safety Grant **Grant Agreement #:** 27-113

1. Identification and Definitions.

1.1. State Agency Name **New Hampshire Department of Safety** **Office of Highway Safety**	**1.2. State Agency Address** **33 Hazen Drive, Room 208** **Concord, NH 03305**
1.3. Subrecipient Name Manchester Police Department	**1.4. Subrecipient Address** 405 Valley St Manchester, NH 03103
Chief of Police Name: Peter A. Marr **Grant Contact Name:** Whitney Dade	**Chief of Police email:** pmarr@manchesternh.gov **Grant Contact's email:** wdade@manchesternh.gov
1.4.1 Subrecipient Type (State Govt, City/Town Govt, County Govt, College/University, Other (Specify) City Government	**1.4.2 UEI #** CNSJJ8B31T48 **Exp Date:** 06/09/2027 ✔ Verified UEI screen shot is valid - Date Stamped
1.5. Subrecipient Phone # 603-792-5565 **1.6. Effective Date** 10/01/2026	**1.7. Completion Date** 09/30/2027 **1.8. Grant Limitation** $ 36,100.00 (Total amount of Federal funds obligated to the Subrecipient (2 CFR § 200.331(a)(1)(vii))
1.9. Grant Officer for State Agency James Gilbert/Stephen Fisher	**1.10. State Agency Telephone Number** 603-271-2021/603-271-6708
"By signing this form we certify that we have complied with any public meeting requirement for acceptance of this grant, including if applicable RSA 31:95-b." "RSA Chapter 37 - Chairman of Selectmen, Town Manager, Mayor, County Commissioners.	
1.11. Subrecipient Signature 1	**1.12. Name & Title of Subrecipient Signor 1**
Subrecipient Signature 2	**Name & Title of Subrecipient Signor 2**
Subrecipient Signature 3	**Name & Title of Subrecipient Signor 3**
1.13. Acknowledgment: State of New Hampshire, County of_____, on / / , before the undersigned officer, personally appeared the person(s) identified in block 1.12., known to me (or satisfactorily proven) to be the person(s) whose name is signed in block 1.11., and acknowledged that he/she executed this document in the capacity indicated in block 1.12.	
1.13.1. Signature of Notary Public or Justice of the Peace (Seal)	**1.13.2 Name & Title of Notary Public or Justice of the Peace**
1.14 State Agency Signature 1 **X_____Date:_____**	**1.15 Name & Title of State Agency Signor 1** **Robert L. Quinn, Commissioner - or Designee** **NH Department of Safety**
1.16. Approval by Attorney General (Form, Substance and Execution) (if G & C approval required) **By: Assistant Attorney General, On: / /**	
1.17. Approval by Governor and Council (if applicable) **By: On: / /**	

2. SCOPE OF WORK In exchange for grant funds provided by the State of New Hampshire, acting through the Agency identified in block 1.1 (hereinafter referred to as "the State"), pursuant to RSA 21-P:55-63, the Subrecipient identified in block 1.3 (hereinafter referred to as "the Subrecipient"), shall perform that work identified and more particularly described in the scope of work attached hereto as EXHIBIT B (the scope of work being hereinafter referred to as "the Project").
3. AREA COVERED Except as otherwise specifically provided for herein, the Subrecipient shall perform the Project in, and with respect to, the State of New Hampshire. 4. EFFECTIVE DATE: COMPLETION OF PROJECT
4.1. This Agreement, and all obligations of the parties hereunder, shall become effective on the date of approval of this Agreement by the Governor and Council of the State of New Hampshire if required (block 1.17), or upon signature by the State Agency as shown in block 1.15.
4.2 Except as otherwise specifically provided herein, the Project, including all reports required by this Agreement, shall be completed in ITS entirety prior to the date in block 1.7 (hereinafter referred to as "the Completion Date").
5. GRANT AMOUNT: LIMITATION ON AMOUNT: VOUCHERS: PAYMENT
5.1. The Grant Amount is identified and more particularly described in EXHIBIT A, attached hereto.
5.2. The manner of, and schedule of payment shall be as set forth in EXHIBIT A.
5.3. In accordance with the provisions set forth in EXHIBIT A, and in consideration of the satisfactory performance of the Project, as determined by the State, and as limited by subparagraph 5.5 of these general provisions, the State shall pay the Subrecipient the Grant Amount. The State shall withhold from the amount otherwise payable to the Subrecipient under this subparagraph 5.3 those sums required, or permitted, to be withheld pursuant to N.H. RSA 80:7 through 7-c.
5.4. The payment by the State of the Grant amount shall be the only, and the complete payment to the Subrecipient for all expenses, of whatever nature, incurred by the Subrecipient in the performance hereof, and shall be the only, and the complete, compensation to the Subrecipient for the Project. The State shall have no liabilities to the Subrecipient other than the Grant Amount.
5.5. Notwithstanding anything in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made, hereunder exceed the Grant limitation set forth in block 1.8 of these general provisions.
6. COMPLIANCE BY SUBRECIPIENT WITH LAWS AND REGULATIONS In connection with the performance of the Project, the Subrecipient shall comply with all statutes, laws regulations, and orders of federal, state, county, or municipal authorities which shall impose any obligations or duty upon the Subrecipient, including the acquisition of any and all necessary permits.
7. RECORDS and ACCOUNTS
7.1. Between the Effective Date and the date three (3) years after the Completion Date the Subrecipient shall keep detailed accounts of all expenses incurred in connection with the Project, including, but not limited to, costs of administration, transportation, insurance, telephone calls, and clerical materials and services. Such accounts shall be supported by receipts, invoices, bills and other similar documents.
7.2. Between the Effective Date and the date three (3) years after the Completion Date, at any time during the Subrecipient's normal business hours, and as often as the State shall demand, the Subrecipient shall make available to the State all records pertaining to matters covered by this Agreement. The Subrecipient shall permit the State to audit, examine, and reproduce such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, data (as that term is hereinafter defined), and other information relating to all matters covered by this Agreement. As used in this paragraph, "Subrecipient" includes all persons, natural or fictional, affiliated with, controlled by, or under common ownership with, the entity identified as the Subrecipient in block 1.3 of these provisions.
8. PERSONNEL
8.1. The Subrecipient shall, at its own expense, provide all personnel necessary to perform the Project. The Subrecipient warrants that all personnel engaged in the project shall be qualified to perform such Project, and shall be properly licensed and authorized to perform such Project under all applicable laws.
8.2. The Subrecipient shall not hire, and it shall not permit any subcontractor, sub grantee, or other person, firm or corporation with whom it is engaged in a combined effort to perform the Project, to hire any person who has a contractual relationship with the State, or who is a State officer or employee, elected or appointed.
8.3. The Grant Officer shall be the representative of the State hereunder. In the event of any dispute hereunder, the interpretation of this Agreement by the Grant Officer, and his/her decision on any dispute, shall be final.
9. DATA: RETENTION OF DATA: ACCESS
9.1. As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, performed, who exercises any functions or responsibilities in the review or computer programs, computer printouts, notes, letters, memoranda, paper, and documents, all whether finished or unfinished.
9.2. Between the Effective Date and the Completion Date the Subrecipient shall grant to the State, or any person designated by it, unrestricted access to all data for examination, duplication, publication, translation, sale, disposal, or for any other purpose whatsoever.
9.3. No data shall be subject to copyright in the United States or any other country by anyone other than the State.
9.4. On and after the Effective Date all data, and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason, whichever shall first occur.
9.5. The State, and anyone it shall designate, shall have unrestricted authority to publish, disclose, distribute and otherwise use, in whole or in part, all data.
10. CONDITIONAL NATURE OR AGREEMENT Notwithstanding anything in this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability or continued appropriation of funds, and in no event shall the State be liable for any payments hereunder in excess of such available or appropriated funds. In the event of a reduction or termination of those funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to terminate this Agreement immediately upon giving the Subrecipient notice of such termination.
11. EVENT OF DEFAULT: REMEDIES
11.1. Any one or more of the following acts or omissions of the Subrecipient shall constitute an event of default hereunder (hereinafter referred to as "Events of Default"):
11.1.1 Failure to perform the Project satisfactorily or on schedule; or
11.1.2 Failure to submit any report required hereunder; or
11.1.3 Failure to maintain, or permit access to, the records required hereunder; or
11.1.4 Failure to perform any of the other covenants and conditions of this Agreement.

11.2. Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:
11.2.1 Give the Subrecipient a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely remedied, terminate this Agreement, effective two (2) days after giving the Subrecipient notice of termination; and
11.2.2 Give the Subrecipient a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the Grant Amount which would otherwise accrue to the Subrecipient during the period from the date of such notice until such time as the State determines that the Subrecipient has cured the Event of Default shall never be paid to the Subrecipient; and
11.2.3 Set off against any other obligation the State may owe to the Subrecipient any damages the State suffers by reason of any Event of Default; and
11.2.4 Treat the agreement as breached and pursue any of its remedies at law or in equity, or both.
12. TERMINATION
12.1. In the event of any early termination of this Agreement for any reason other than the completion of the Project, the Subrecipient shall deliver to the Grant Officer, not later than fifteen (15) days after the date of termination, a report (hereinafter referred to as the "Termination Report") describing in detail all Project Work performed, and the Grant Amount earned, to and including the date of termination.
12.2. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall entitle the Subrecipient to receive that portion of the Grant amount earned to and including the date of termination.
12.3. In the event of Termination under paragraphs 10 or 12.4 of these general provisions, the approval of such a Termination Report by the State shall in no event relieve the Subrecipient from any and all liability for damages sustained or incurred by the State as a result of the Subrecipient's breach of its obligations hereunder.
12.4. Notwithstanding anything in this Agreement to the contrary, either the State or, except where notice default has been given to the Subrecipient hereunder, the Subrecipient, may terminate this Agreement without cause upon thirty (30) days written notice.
13. CONFLICT OF INTEREST No officer, member or employee of the Subrecipient, and no representative, officer or employee of the State of New Hampshire or of the governing body of the locality or localities in which the Project is to be performed, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of such Project, shall participate in any decision relating to this Agreement which affects his or her personal interest or the interest of any corporation, partnership, or association in which he or she is directly or indirectly interested, nor shall he or she have any personal or pecuniary interest, direct or indirect, in this Agreement or the proceeds thereof.
14. SUBRECIPIENT'S RELATION TO THE STATE In the performance of this Agreement the Subrecipient, its employees, and any subcontractor or subgrantee of the Subrecipient are in all respects independent contractors, and are neither agents nor employees of the State. Neither the Subrecipient nor any of its officers, employees, agents, members, subcontractors or subgrantees, shall have authority to bind the State nor are they entitled to any of the benefits, workmen's compensation or emoluments provided by the State to its employees.
15. ASSIGNMENT AND SUBCONTRACTS The Subrecipient shall not assign, or otherwise transfer any interest in this Agreement without the prior written consent of the State. None of the Project Work shall be subcontracted or subgranted by the Subrecipient other than as set forth in EXHIBIT B without the prior written consent of the State.
16. INDEMNIFICATION The Subrecipient shall defend, indemnify and hold harmless the State, its officers and employees, from and against any and all losses suffered by the State, its officers and employees, and any and all claims, liabilities or penalties asserted against the State, its officers and employees, by or on behalf of any person, on account of, based on, resulting from, arising out of (or which may be claimed to arise out of) the acts or omissions of the Subrecipient or subcontractor, or subgrantee or other agent of the Subrecipient. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant shall survive the termination of this agreement.
17. INSURANCE AND BOND
17.1. The Subrecipient shall, at its own expense, obtain and maintain in force, or shall require any subcontractor, subgrantee or assignee performing Project work to obtain and maintain in force, both for the benefit of the State, the following insurance:
17.1.1 Statutory workmen's compensation and employees liability insurance for all employees engaged in the performance of the Project, and
17.1.2 Comprehensive public liability insurance against all claims of bodily injuries, death or property damage, in amounts not less than $1,000,000 per occurrence and
$2,000,000 aggregate for bodily injury or death any one incident, and $500,000 for property damage in any one incident; and
17.2. The policies described in subparagraph 17.1 of this paragraph shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modification of the policy earlier than ten (10) days after written notice thereof has been received by the State.
18. WAIVER OF BREACH No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that event, or any subsequent Event. No express waiver of any Event of Default shall be deemed a waiver of any provisions hereof. No such failure of waiver shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other default on the part of the Subrecipient.
19. NOTICE Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses first above given.
20. AMENDMENT This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Council of the State of New Hampshire, if required or by the signing State Agency.
21. CONSTRUCTION OF AGREEMENT AND TERMS This Agreement shall be construed in accordance with the law of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assignees. The captions and contents of the "subject" blank are used only as a matter of convenience, and are not to be considered a part of this Agreement or to be used in determining the intend of the parties hereto.
22. THIRD PARTIES The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.
23. ENTIRE AGREEMENT This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings relating hereto.

SPECIAL PROVISIONS

U.S. Department of Transportation/NHTSA Grant Conditions:

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to comply with the following documents:

- Subrecipients agree to comply with all applicable elements of NHTSA's Memorandum: Use of NHTSA Highway Safety Grant Funds for Certain Purchases May 18, 2016 and found at the following Web link:https://www.nhtsa.gov/highway-safety-grants-program/resources-guide . Subrecipients should pay particular attention to the sections on (1) allowable costs for equipment, travel, training, and consultant services; and (2) unallowable costs for equipment, facilities and construction, training and program administration.

- Subrecipients agree to comply with all applicable elements of 2 CFR 200 - the **Uniform Administrative Requirement for Grants, Cost Principles, and Audit Requirements** as promulgated by the U.S. Department of Transportation. This document is found at the following Web link https://www.nhtsa.gov/highway-safety-grants-program/resources-guide .

- Subrecipients agree to comply with all applicable Federal basic and incentive grant program requirements as outlined in the **Highway Safety Grant Management** Manual found at the following Web link: https://www.nhtsa.gov/highway-safety-grants-program. This document provides information on each of the grant programs.

The following additional provisions apply to highway safety subrecipients as a result of certifications and assurances provided to NHTSA by State Highway Safety Offices in their Highway Safety Plan:

GENERAL REQUIREMENTS

The State will comply with applicable statutes and regulations, including but not limited to:

- 23 U.S.C. Chapter 4 Highway Safety Act of 1966, as amended
- Sec. 1906, Pub. L. 109-59, as amended by Sec. 25024 Pub. L. 117-58
- 23 CFR part 1300 Uniform Procedures for State Highway Safety Grant Programs
- 2 CFR part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards
- 2 CFR part 1201 Department of Transportation, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency [and its subrecipients] will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- **Title VI of the Civil Rights Act of 1964** (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);

- **49 CFR part 21** *(entitled Non-discrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964);*

- **28 CFR section 50.3** (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

- **The Uniform Relocation Assistance and Real Property Acquisition Policies** Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);

- **Federal-Aid Highway Act of 1973,** (23 U.S.C. 324 et seq.)**, and Title IX of the Education Amendments of 1972,** as amended (20 U.S.C. 1681-1683 and 1685-1686) prohibit discrimination on the basis of sex);

- *Section 504 of the Rehabilitation Act of 1973*, (29 U.S.C. 794 *et seq.),* as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;

- **The Age Discrimination Act of 1975**, as amended, (42 U.S.C. 6101 *et seq.),* (prohibits discrimination on the basis of age);

- **The Civil Rights Restoration Act of 1987**, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);

- **Titles II and III of the Americans with Disabilities Act** (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;

The preceding statutory and regulatory cites hereinafter are referred as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including NHTSA."

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI of the Civil Rights Act of 1964 and other non-discrimination requirements (the Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these nondiscrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted Highway Safety Grant Program:

1. The Recipient agrees that each "activity," "facility," or "program," as defined in § 21.23(b) and (e) of 49 CFR part 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all Highway Safety Grant Programs and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

   "The [name of Recipient], in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of appendix A and E of this Assurance (also referred to as DOT Order 1050.2A)[1] in every contract or agreement subject to the Acts and the Regulations.

4. The Recipient will insert the clauses of appendix B of DOT Order 1050.2A, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.

6. That where the Recipient receives Federal financial assistance in the form of, or for the acquisition of, real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.

7. That the Recipient will include the clauses set forth in appendix C and appendix D of this DOT Order 1050.2A, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:

   a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.

8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:

   a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or

   b. the period during which the Recipient retains ownership or possession of the property.

9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the State highway safety agency also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing NHTSA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by NHTSA. You must keep records, reports, and submit the material for review upon request to NHTSA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The State highway safety agency gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the Highway Safety Grant Program. This ASSURANCE is binding on the State highway safety agency, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the Highway Safety Grant Program. The person(s) signing below is/are authorized to sign this ASSURANCE on behalf of the Recipient.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions;

3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

   This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4. The terms *covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded,* as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.

5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.

7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (*https://www.sam.gov/*).

8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

Certification on Conflict of Interest

(Applies to Subrecipients as Well as States)

General Requirements

No employee, officer or agent of a State or its subrecipient who is authorized in an official capacity to negotiate, make, accept or approve, or to take part in negotiating, making, accepting or approving any subaward, including contracts or subcontracts, in connection with this grant shall have, directly or indirectly, any financial or personal interest in any such subaward. Such a financial or personal interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or personal interest in or a tangible personal benefit from an entity considered for a subaward. Based on this policy:

1. The recipient shall maintain a written code or standards of conduct that provide for disciplinary actions to be applied for violations of such standards by officers, employees, or agents.

   a. The code or standards shall provide that the recipient's officers, employees, or agents may neither solicit nor accept gratuities, favors, or anything of monetary value from present or potential subawardees, including contractors or parties to subcontracts.

   b. The code or standards shall establish penalties, sanctions or other disciplinary actions for violations, as permitted by State or local law or regulations.

2. The recipient shall maintain responsibility to enforce the requirements of the written code or standards of conduct.

Disclosure Requirements

No State or its subrecipient, including its officers, employees or agents, shall perform or continue to perform under a grant or cooperative agreement, whose objectivity may be impaired because of any related past, present, or currently planned interest, financial or otherwise, in organizations regulated by NHTSA or in organizations whose interests may be substantially affected by NHTSA activities. Based on this policy:

1. The recipient shall disclose any conflict of interest identified as soon as reasonably possible, making an immediate and full disclosure in writing to NHTSA. The disclosure shall include a description of the action which the recipient has taken or proposes to take to avoid or mitigate such conflict.

2. NHTSA will review the disclosure and may require additional relevant information from the recipient. If a conflict of interest is found to exist, NHTSA may

(a) terminate the award, or

(b) determine that it is otherwise in the best interest of NHTSA to continue the award and include appropriate provisions to mitigate or avoid such conflict.

3. Conflicts of interest that require disclosure include all past, present or currently planned organizational, financial, contractual or other interest(s) with an organization regulated by NHTSA or with an organization whose interests may be substantially affected by NHTSA activities, and which are related to this award. The interest(s) that require disclosure include those of any recipient, affiliate, proposed consultant, proposed subcontractor and key personnel of any of the above. Past interest shall be limited to within one year of the date of award. Key personnel shall include any person owning more than a 20 percent interest in a recipient, and the officers, employees or agents of a recipient who are responsible for making a decision or taking an action under an award where the decision or action can have an economic or other impact on the interests of a regulated or affected organization.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

As a result of participating in Federal highway safety grant programs administered by National Highway Traffic Safety Administration (NHTSA) and the US Department of Transportation (USDOT), highway safety subrecipients are required to understand and comply with the following additional applicable Part 2 CFR 200 statutes and regulations:

§ 2 CFR 200.216 Prohibition on certain telecommunications and video surveillance services or equipment.

§ 2 CFR 200.317 Procurements by states.

§ 2 CFR 200.318 General procurement standards.

§ 2 CFR 200.319 Competition.

§ 2 CFR 200.320 Methods of procurement to be followed.

§ 2 CFR 200.321 Contracting with small and minority businesses, women's business enterprises, and labor surplus area firms.

§ 2 CFR 200.322 Domestic preferences for procurements.

§ 2 CFR 200.323 Procurement of recovered materials.

§ 2 CFR 200.340 Termination.

§ 2 CFR 200.414 Indirect (F&A) costs.

Appendix II to Part 200 - Contract Provisions for Non-Federal Entity Contracts Under Federal Awards.

I understand that failure to comply with applicable Federal statutes and regulations may subject State officials to civil or criminal penalties and/or place the State in a high-risk grantee status in accordance with 2 CFR 200.

I sign these Certifications and Assurances based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in awarding grant funds.

Authorized Contract Signatory:_____ Date: _____

Signors Printed Name: _____

Authorized Contract Signatory:_____ Date: _____

Signors Printed Name: _____

Authorized Contract Signatory:_____ Date: _____

Signors Printed Name: _____

EXHIBIT B
SCOPES OF WORK & PERFORMANCE MEASURES

Scope of Work
Speed Enforcement

Year over year, among other factors, speed is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. To have the greatest impact, among other areas of enforcement, local law enforcement should utilize Speed Enforcement funding in focused efforts to enforce speed limits in areas where state and local data identifies the locations, days and times that speed violations and crashes are occurring. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- The locations as well as days and times of the Speed Enforcement overtime patrols shall support the problem statement identified in the grant application.
- Grant funded overtime patrols should be no more than 4 hours in duration. These hours shall be run consecutively without interruption.
- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol, as well as showing the time the arrest was cleared.
- The NHOHS has an expectation that Officers/Deputies shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.
- To maximize grant funded efforts, patrols must consist of **one grant-funded Officer per cruiser**; however, multiple cruisers may be out at one time.
- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.
- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts, in both location and area of enforcement, to help maximize the potential for success in meeting objectives and achieving overall goals.

EXHIBIT B
Scope of Work
DUI Enforcement

Impaired Driving is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. In order to have the greatest impact, local law enforcement should utilize Impaired Driving Enforcement funding in focused efforts aimed at removing the impaired driver from New Hampshire's roadways, in areas where state and local data identifies the locations, days and times that DUI related crashes and arrests are occurring. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- The locations as well as time and days of the Impaired Driving enforcement overtime patrols shall support the problem statement identified in your grant application.

- *DUI Enforcement patrols including DUI Saturation patrols should be* no less than **4 hours,** and *no more than **6 hours** in duration. These hours shall be run consecutively without interruption.*

- If the last stop of a grant-funded patrol results in an arrest that requires time in excess of a 4-hour or 6-hour scheduled patrol, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.

- With **written**, pre-approval from the Office of Highway Safety, Officers may conduct 6-hour Sobriety Check Points.

- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT B
Scope of Work
Distracted Driving Enforcement

Distracted Driving enforcement patrols should focus on enforcing **New Hampshire's Hands-Free Electronic Device Law.** Patrols should remain vigilant for any other moving violations, such as lane usage, following too closely, move over, reckless driving, which may be the result of other forms of driver distraction and potentially negligent behavior. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- The locations as well as time and days of the distracted driving overtime patrols shall support the problem statement identified in your grant application.

- Distracted driving patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.

- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.

- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. ***Exception*:** Two Officer per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser), when conducting strategic Distracted Driving enforcement patrols. ***Note:*** when conducting distracted driving patrols using a spotter, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT B
Scope of Work
Pedestrian Bicycle Enforcement

Pedestrian/Bicycle enforcement patrols should be aimed at enforcing the state's pedestrian/bicycle laws; however, adherence to all traffic laws shall be enforced. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Grant Requirements and Information".**

- It is highly recommended that Officers conducting the Pedestrian & Bicycle enforcement patrols complete an Online training course; "Pedestrian and Bicycle Laws", sponsored by Police Standards and Training Council.

- Grantees must utilize pedestrian and bicyclist crash data to identify specific locations and times of day to enforce traffic safety laws as they relate to motorists, pedestrians, and bicyclist.

- Pedestrian Bicycle enforcement patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.

- The OHS has an expectation that Officers will have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol Officer contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol period. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant-funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. ***Exception*:** Two Officer per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser) when conducting strategic Pedestrian & Bicycle enforcement patrols. ***Note:*** When using a spotter technique, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

Grantee Initials: _____ Grantee Initials: _____ Grantee Initials: _____
Date: _____ Date: _____ Date: _____

EXHIBIT B

Scope of Work

High Visibility Mobilizations

Seatbelt Mobilization

This **Seatbelt Mobilization** coincides with the National "Click It or Ticket" campaign. In NH the purpose of this Seatbelt mobilization is to enforce the Child Restraint Law for anyone under 18 years of age, as well as to educate unbelted occupants 18 years and older regarding the importance of wearing seatbelts.

- This mobilization is required to be conducted during the following timeframe: **Mon*day May 17, 2027 – Sunday June 6, 2027. At least 4 hours of Occupant Protection enforcement to be conducted starting on the KICKOFF date through Monday May 17, 2027.***

- It is highly recommended that Officers/Deputies conducting the Seatbelt Mobilization complete an Online training course; "Occupant Protection/Child Passenger", sponsored by Police Standards and Training.

- Patrols must be conducted during daylight hours at locations such as elementary schools, high schools, shopping centers, and/or locations where drivers and passengers up to the age of 18 are known to frequent**.**

- Grant funded overtime patrols should be no more than 4 hours in duration. These hours shall be run consecutively without interruption.

- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and Patrol Activity Report (PAR). The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.

- The NHOHS has an expectation that Officers/Deputies shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the Police Department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer/Deputy per cruiser; however, multiple cruisers may be out at one time. ***Exception*:** Two Officers/Deputies per cruiser when utilizing a spotter (one Officer/Deputy in the cruiser and one Officer/Deputy outside the cruiser) when conducting strategic Occupant Protection enforcement patrols. ***Note:*** When using a spotter technique, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT B
Scope of Work
High Visibility Mobilizations
IMPAIRED DRIVING MOBILIZATION

Impaired Driving is a leading primary cause of fatal and serious injury crashes in the State of New Hampshire. In order to have the greatest impact, local law enforcement should utilize Impaired Driving Mobilization funding in focused efforts aimed at removing the impaired driver from New Hampshire's roadways, in areas where state and local data identifies the locations, days and times that DUI related crashes and arrests are occurring and where the greatest likelihood of finding impaired drivers exists. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

Note: Only unspent funds from the first Impaired Driving Mobilization campaign may be rolled over to the second Impaired Driving Mobilization campaign or vice versa. Please e-mail your Field Representative at HWYSAFETYMAIL@dos.nh.gov, *in advance,* if a mobilization effort will not be conducted.

- Participation in these **TWO** national **IMPAIRED DRIVING MOBILIZATIONS** is required to be conducted during the following timeframes:

  First Mobilization: ***Wednesday December 16, 2026 – Friday January 01, 2027. Should be no less than 4 hours, and no more than 6 hours in duration of Impaired Driving enforcement per Department to be conducted starting on the KICKOFF date through Thursday January 01, 2027.***

  Second Mobilization: ***Friday August 13, 2027 – Sunday September 5, 2027. Should be no less than 4 hours, and no more than 6 hours in duration of Impaired Driving enforcement per Department to be conducted starting on the KICKOFF date through Friday August 13, 2027.***

- **IMPAIRED DRIVING MOBILIZATION** patrols should be no less than 4 hours, and no more than **6 hours** in duration. These hours shall be run consecutively without interruption.

- If the last stop of a grant-funded patrol results in an arrest that requires time in excess of a 4-hour or 6-hour scheduled patrol, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.

- With written approval from the NH Office of Highway Safety, Officers may conduct 6-hour Sobriety Check Points.

- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____ Grantee Initials: _____ Grantee Initials: _____
Date: _____ Date: _____ Date: _____

EXHIBIT B

Scope of Work

High Visibility Mobilizations

Distracted Driving Mobilization

Distracted Driving Mobilization enforcement patrols should focus on enforcing **New Hampshire's Hands-Free Electronic Device Law, as well as other activities that occur behind the wheel that cause the driver to be distracted.** Officers should remain vigilant for any other moving violations, such as lane usage, following too closely, move over, reckless driving, which may be the result of other forms of driver distraction and potentially negligent behavior. **For additional grant requirements please familiarize yourself with the section of the grant agreement titled, "Exhibit B - Grant Requirements and Information".**

- This mobilization is required to be conducted during the following timeframe: ***Monday April 05, 2027 – Monday April 12, 2027. At least 4 hours of Distracted Driving mobilization enforcement per department to be conducted starting on the KICKOFF date through Monday April 12, 2027.***

- The locations as well as time and days of the distracted driving overtime patrols shall support the problem statement identified in your grant application.

- Distracted driving patrols should be no more than **4-hours** in duration. These hours shall be run consecutively without interruption.

- If the last stop of a grant-funded patrol results in an arrest that requires the patrol to exceed 4-hours, OHS will consider payment, after review of the dispatch log and (PAR) Patrol Activity Report. The dispatch log must show the arrest as the last stop of the patrol as well as showing the time the arrest was cleared.

- The NHOHS has an expectation that Officers shall have a minimum of three documented stops/contacts per hour. Documented stops/contacts are defined as any grant-funded patrol contact with motorists, pedestrians, and/or bicyclists, during the grant-funded patrol periods. Contacts are required to be supported by written or electronic records maintained at the police department. These records must be maintained in a manner that guarantees their accountability during a monitoring review. If fewer than three stops/contacts per hour are made during a grant funded patrol, an explanation must be provided as to why in the note section of the (PAR) Patrol Activity Report.

- To maximize grant funding, patrols must consist of one granted-funded Officer per cruiser; however, multiple cruisers may be out at one time. ***Exception*:** Two Officers per cruiser when utilizing a spotter (one Officer in the cruiser and one Officer outside the cruiser), when conducting strategic Distracted Driving enforcement patrols. ***Note:*** when conducting distracted driving patrols using a spotter, focus will be on effective enforcement rather than the stops/hour requirement. The spotter will note this on his/her (PAR) Patrol Activity Report.

- All vehicles stopped should be visually checked for violations of the Child Passenger Restraint law. The total number of visual checks and any action taken should be noted on the (PAR) Patrol Activity Report.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT B

Scope of Work

Community Outreach & Betterment (COB) Grant

The Office of Highway Safety has awarded your agency/organization this COB Grant to coordinate and conduct a **minimum** of **five (5)** COB Grant highway safety presentations to the below specified sectors of the public throughout the **2026** Federal Fiscal Year.

COB Grant presentations will not exceed **four (4)** hours in duration including travel time, setup and breakdown of the COB Grant presentation location.

*The Subrecipient or their designee will be responsible to maintain the COB Grant budget to ensure funds are adequate to complete the minimum required **five (5)** COB presentations during the grant year.*

COB grant funds cannot be utilized for enforcement patrols or in conjunction with any other federal funding.

****

The purpose of the Community Outreach & Betterment (COB) Grant is to bring the highway safety message via an in-person PowerPoint presentation to New Hampshire drivers predominantly involved in serious and fatal crashes according to the data while fostering positive law enforcement/public interactions by:

1. Outreach to the 65+ age group
2. Outreach to the 15-40 age group

Grantee Initials: _____ Grantee Initials: _____ Grantee Initials: _____

Date: Date: Date:

v-3/10/25

Due to the public speaking nature of the COB Grant presentations, the official in charge or their designees will have the sole responsibility of assigning the appropriate personnel to conduct the COB presentations. **Utilization of School Resource Officers (SRO) is highly encouraged for any COB presentations targeted at the 15 – 18 age group.**

Grantee must utilize the "New Hampshire Highway Safety Education" PowerPoint Presentation provided by the NHOHS during COB Grant Presentations. The Subrecipient may conduct their own community specific traffic safety related presentation in conjunction with the "New Hampshire Highway Safety Education" PowerPoint Presentation within the reimbursable four (4) hour COB Grant presentation window. Any COB Grant related hourly overage of the four (4) hour maximum presentation time may be utilized as match in support of this grant.

At the conclusion of each COB Grant Presentation the NHOHS Public Input Survey will be offered to the COB Grant attendees as a paper form. Paper NHOHS Public Input Survey forms will be collected and retained by the Grantees and copies of them will be emailed along with your reimbursement request.

A maximum of two (2) members of the Subrecipient's agency may be reimbursed while conducting a COB Grant presentation due to logistical requirements. If additional support personnel are required to assist a COB Grant presentation the associated costs may be utilized as "match" in support of this grant.

All COB Grant presentations must be conducted in person and on site. COB Grant presentations may not be conducted remotely via internet unless prior authorization is granted by the New Hampshire Office of Highway Safety.

COB Related Expenses

Purchases of light refreshments* may be a reimbursable expense for attendees of COB Grant Presentations up to a cap of **$150** per presentation or may be utilized as "match" in support of this grant. Please contact your NHOHS Field Representative for clarification prior to purchase.

**41 CFR 301 74.2(e) "Light refreshments are defined to include, but not be limited to, coffee, tea, milk, juice, soft drinks, donuts, bagels, fruit, pretzels, cookies, chips, or muffins".*

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date:	Date:	Date:

v-3/10/25

Printing of COB Grant related handouts in support of a COB Grant Presentation may be a reimbursable expense up to **$150** per presentation or may be utilized as "match" in support of this grant.

Should a hall usage fee be necessary to obtain a location for a COB Grant Presentation, such fee will be a reimbursable expense up to **$150** per presentation. Any location fee that exceeds the **$150** per presentation cap the Subrecipient must seek prior approval from their NHOHS Field representative.

Reimbursement

The Subrecipient must use the COB Grant Excel workbook Activity logs to keep track of **all** COB Grant Related Payroll, Communications, Presentations and Expenses in support of this grant. The Subrecipient must submit a copy of the COB Grant Excel workbook with that quarter's COB Grant activity along with grant related payroll forms and any receipts/invoices along with the NHOHS HS-1 and HS-22 Forms on a quarterly basis to obtain reimbursement.

Any additional costs incurred by the Subrecipient in support of the COB Grant may be utilized as "match" providing those costs are not simultaneously funded by another federal grant.

The Subrecipient must retain the records of **all** COB Grant communications, activities and/or services and invoices at the Subrecipient's agency. These records must be maintained for a period of **three** (**3)** years in a manner that accurately reflects and supports the documented activity. These supporting documents are required to be available during a review or site monitoring visit.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date:	Date:	Date:

v-3/10/25

EXHIBIT B - cont.
Performance Measures
Enforcement Patrols

Speed Enforcement: In the FFY, in an effort to help reduce Speed related serious injury and fatal crashes within our patrol areas, we plan to increase the number of grants funded four (4) hour Speed patrols by 2%. Additionally, we plan to increase total vehicle stops by 2% in the FFY, and by also increasing speed summons by 2% in the FFY. Through this effort we expect to increase speed specific enforcement under this project by 2% in the FFY.

DUI Enforcement: In the FFY, in an effort to help reduce Impaired Driving related serious injury and fatal crashes by removing impaired drivers from the roads before they can cause a crash within our jurisdictional patrol areas, we plan to increase the number of grants funded six (6) hour DUI patrols by 2%. We plan to increase the number vehicle stops made in the FFY by 2%, with an increase in the number of patrols in the FFY which we expect to result in a 2% increase in DUI arrests, thus producing a DUI arrest rate increase by 2%.

Distracted Driving Enforcement: In the FFY, in an effort to help reduce Distracted Driving related serious injury and fatal crashes within our jurisdictional patrol areas, we will increase the number of grants funded four (4) hour Distracted Driving patrols by 2%. Additionally, we plan to increase total vehicle stops by 2% in the FFY, and also by increasing distracted driving summons by 2% in the FFY. Through this effort we expect to increase distracted driving specific enforcement under this project by 2% in the FFY.

Pedestrian Bicycle Enforcement: In the FFY, in an effort to help increase Pedestrian/Bicycle public awareness and safety and reduce Ped/Bike serious injury and fatal crashes within our jurisdictional patrol areas, we plan to increase the number of grants funded four (4) hour Ped/Bike patrols by 2%, during which we expect to make a 2% increase in Ped/Bike contacts. Additionally, we plan to increase total stops by 2% in the FFY, and by increasing these stops for Ped/Bike violations, summons will increase by 2% in the FFY. Through this effort we expect to increase Ped/Bike specific enforcement under this project by 2% in the FFY.

Seatbelt Mobilization: In the FFY, in an effort to help increase occupant protection public awareness and reduce unbelted fatalities and serious injuries among our youth within our jurisdictional patrol areas, we will conduct the Seatbelt Mobilization enforcement effort, to coincide with the national "Click It Or Ticket" campaign. During this High Visibility Enforcement effort, we plan to increase the number of grants funded four (4) hour Seatbelt Mobilization patrols by 2% in the FFY and increase the number of vehicles visually checked for child restraint law violations by 2% in the FFY. Additionally, we plan to increase the total number of vehicles stops and increase Occupant Protection stops by 2% in the FFY.

Impaired Driving Mobilization: In the FFY, in an effort to help reduce Impaired Driving related serious injury and fatal crashes by removing impaired drivers from the roads before they can cause a crash within our jurisdictional patrol areas. During these two High Visibility Enforcement impaired driving campaigns, we plan to increase the number of grants funded six (6) hour Impaired Driving patrols by 2%. We plan to increase the number vehicle stops made in the FFY by 2%, with an increase in the number of patrols in the FFY which we expect to result in a 2% increase in DUI arrests, thus producing a DUI arrest rate increase by 2%.

Distracted Driving Mobilization: In the FFY, in a further effort to help reduce Distracted Driving related serious injury and fatal crashes within our jurisdictional patrol areas. During this High Visibility Enforcement effort, we plan to increase the number of grants funded four (4) distracted driving mobilization patrols by 2% in the FFY. Additionally, we plan to increase the total number of Distracted Driving/Mobile Electronic Device vehicle stops by 2% in the FFY. Through this effort we expect to increase distracted driving specific enforcement under this project by 2% in the FFY.

Crash Reduction: Through the initiatives above we hope to realize a 2% reduction in the number Fatal, Serious Injury and total Crashes from the previous calendar year.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT B – cont.
GRANT REQUIREMENTS AND INFORMATION

- Officers/Deputies funded during these overtime enforcement grants shall be dedicated in total to traffic law enforcement, except in the case of a criminal offense committed in the Trooper's presence, in the case of response to a Trooper/officer in distress, or in the case of a riot where all available personnel must divert their attention.

- Officers/Deputies may pull over drivers for any driving offense during patrols. This includes, but is not limited to, suspected drunk driving, speeding, school bus violations, CPS violations, traffic light/stop sign running, and distracted driving.

- Nothing in this grant shall be interpreted as a requirement, formal or informal that a law enforcement officer issue a specified or predetermined number of summonses in pursuance of the department's obligation associated with the grant.

- If an Officer/Deputy makes an arrest during the patrol shift but does not complete the arrest before the shift is scheduled to end, the Officer/Deputy can continue working under the grant to complete that arrest even if the time exceeds the scheduled patrol shift; however, the total request for reimbursement must not exceed the approved budget in the Grant Agreement.

- An Officer/Deputy who stops working a Highway Safety grant to assist with a Non-Highway Safety Grant related issue (i.e., crash, domestic dispute, criminal complaint, etc.), must **not** count such hours as hours worked on a Highway Safety Grant.

- Officers/Deputies will be reimbursed at an overtime rate of pay as established by their departments policies for hours worked during the enforcement patrols. Part-time Officer/Deputy will be reimbursed at their normal hourly rate of pay.

- The Patrol Activity Report (PAR) must be signed and dated by an authorized signatory (Police Chief or designee). Individuals working the enforcement patrol may not sign off on the (PAR) Patrol Activity Report for themselves and if the Chief Law Enforcement Officer (CLEO) works an overtime enforcement patrol, they must comply with 29 CFR Part 541 as it relates to "exempt employees". This will require that the CLEO provide a waiver of 29 CFR, Part 541 from their governing body with any reimbursement requests in which the CLEO has worked. Additionally, the CLEO may not sign off on their own (PARS) Patrol Activity Reports or that of a spouse, child or sibling who may work an enforcement patrol.

- If weather impedes a particular enforcement detail, this should be noted on the Patrol Activity Report (PAR).

- Command staff may participate in and be compensated for enforcement details if acting in a traffic enforcement role rather than acting exclusively in a supervisory role overseeing officers engaged in traffic enforcement.

- Failure to comply with reporting requirements may result in non-reimbursement of funds or suspension of grant award.

- Non-participation or non-compliance with the performance measures may result in grant agreement suspension, termination and/non-reimbursement of expenses.

- Please E-mail your NH Highway Safety NHOHS Field Representative/Law Enforcement Liaison, *in advance,* if a mobilization effort cannot be conducted or if there are any other issues of concern @ hwysafetymail@dos.nh.gov

- The NHOHS program manager may, in consultation and conjunction with the Chief of Police, at their discretion, authorize adjustments in the duration of patrols and focus efforts in a location, to help maximize the potential for success in meeting objectives and achieving overall goals.

OTHER PROVISION - NH OFFICE OF HIGHWAY SAFETY

- In the event of any conflict or ambiguity between the provisions of the Subrecipient's application and the provisions of the Office of Highway Safety Grant Agreement, including applicable EXHIBITS A and B, the provisions of the Grant Agreement shall govern.
- The New Hampshire Office of Highway Safety (OHS) will review all reports and certifications received to ensure compliance. If findings specific to Highway Safety Programs are detected within an agency's Single Audit, appropriate action shall be taken to ensure that identified sub recipient risks are being timely and appropriately corrected.

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

EXHIBIT C
Terms of Payment
Payment, Reimbursement Schedule, and Required Paperwork

- The Subrecipient agrees that the total payment by the State under this grant agreement within the Exhibit A.

- It is understood that all patrols will be conducted on an overtime basis. Part-time officers will be paid at their normal hourly rate.

- Reimbursements are due no later than 15 days after the close of the quarter. Due dates are as follows:
    1. **January 15th** for October-December (Quarter 1)
    2. **April 15th** for January-March (Quarter 2)
    3. **July 15th** for April-June (Quarter 3)
    4. **October 15th** for July-September (Quarter 4)

- See link for all the required forms - https://www.nh.gov/hsafety/publications/index.htm

- Over-Time enforcement patrol reimbursements shall include the following:
    1. Reimbursement Request Cover Letter (HS-1);
    2. Overtime Payroll Reimbursement Form (HS-20) for each project;
    3. Match Tracking Form (HS-22) for each project;
    4. Quarterly Summary Report (QSR) for each project;
    5. Patrol Activity Reports (PAR) for each project.

- Equipment reimbursements shall include the following:
    1. Reimbursement Request Cover Letter (HS-1);
    2. Copy of the detailed equipment paid invoice (with all Serial #'s);
    3. Match Tracking Form (HS-22);
    4. Copy of bank canceled check(s) front and back; and
    5. Final Equipment Report (HS-8E) for each vendor (with all Serial #'s included)

- Over-Time COB Grant reimbursements shall include the following:
    1. Reimbursement Request Cover Letter (HS-1);
    2. COB Grant Activity Overtime Payroll Reimbursement Form (HS-20) found within COB Grant Excel Workbook;
    3. COB Grant Activity Match Tracking Form (HS-22) found within COB Grant Excel Workbook;
    4. COB Grant Excel Workbook File updated with quarterly COB activity and related expenses.
    5. Copies of all COB Grant related invoices and/or receipts.

- If no enforcement patrols took place during the quarter, you are required to submit the Reimbursement Cover Letter (HS-1) indicating that you are not seeking reimbursement by placing $0 in the projects where you were awarded funding.

- Failure to file required reports by the submission due dates can result in grant termination or denial of future grants.

- All publications, public information, or publicity released in conjunction with this project shall state "This project is being supported in part through a grant from the NH Office of Highway Safety, with Federal funds provided by the National Highway Traffic Safety Administration" or related social media tag provided by our office.

- Grant agreements shall terminate in the event funds are exhausted and/or not made available by the federal government for this program. If the grantee makes obligations in anticipation of receiving funds under this grant, the grantee does so at their peril and the State of New Hampshire will be under no obligation to make payments for such performance.

CASH MANAGEMENT

Cash drawdowns will be initiated only when actually needed for disbursement (i.e., as close as possible to the time of making disbursements). Cash disbursements and balances will be reported in a timely manner as required by NHTSA. 2 CFR Part 200.305.

For subrecipients, recipients must establish reasonable procedures to ensure the receipt of reports on subrecipients' cash balances and cash disbursements in sufficient time to enable them to prepare complete and accurate cash transactions reports to the awarding agency. Recipients must monitor cash drawdowns by their subrecipients to assure that they conform substantially to the same standards of timing and amount as apply to advances to the recipients. 2 CFR 200.305.

Failure to adhere to these provisions may result in the termination of draw-down privileges.

EXHIBIT C – continued

OFFICE OF MANAGEMENT AND BUDGET GRANT CONDITIONS

The following documents issued by the Office of Management and Budget (OMB) apply to all Federal grants regardless of the Federal Department making them available:

- **Audit Requirement of Federal Funds:** (2 CFR § 200.332(a)(5)) 2 CFR part 200, subpart F (formerly known as OMB Circular A-133) – These requirements apply to each non-profit organization, each institution of higher education, and local governments as a whole when they or one of their departments receives federal funds. Any non-profit organization, institution of higher education, or local government spending more than $750,000 in federal funds from all sources within a 12-month period must have an audit performed on the use of the funds. OGR defines the 12-month period as July 1 to June 30. The following link provides the full text of this basic federal grant requirement: https://www.nhtsa.gov/highway-safety-grants-program/resources-guide.
- **Cost Principles for Federal Grants to State and Local Governments**
    - 2 CFR 200 subpart E – These requirements apply only to state and local government subrecipients. These regulations list and define general categories of costs that are both allowable and unallowable. Examples include the following:
    - The cost of alcoholic beverages is unallowable.
    - Costs incurred by advisory councils are allowable.
    - Audit costs are allowable.
    - Compensation costs are allowable so long as they are consistent with that paid for similar work in other activities of the local government.
    - Entertainment costs are unallowable.
    - Equipment costs are allowable with the prior approval of the HSO. Equipment having a useful life of more than one year or a current per-unit fair market value of $5,000 or more must be tracked. When replacing equipment purchased with federal funds, the equipment to be replaced may be used as a trade-in or can be sold with the proceeds used to offset the cost of the replacement equipment. In addition, during the period of the contract with HSO, insurance on the equipment is allowable.
    - Travel costs are allowable if pre-approved by the HSO and so long as they are consistent with those normally allowed in like circumstances for non-federally funded activities.
- **Cost Principles for Federal Grants to *Non-Profit Organizations and Institutions of Higher Education -*** These requirements apply to only the non-profit and higher education sub recipients. These document list and define general categories of costs that are allowable and unallowable. The link below provides the full text of these two basic federal grant requirements.
    - eCFR :: 2 CFR Part 200 Subpart E -- Cost Principles

I sign these Grant Requirements based on personal knowledge, after appropriate inquiry, and I understand that the Government will rely on these representations in reimbursing grant funds.

Authorized Contract Signatory:_____ **Date:** _____

Signors Printed Name: _____

Authorized Contract Signatory:_____ **Date:** _____

Signors Printed Name: _____

Authorized Contract Signatory:_____ **Date:** _____

Signors Printed Name: _____

OHS Grant Award

Project Titles	Federal Budget	Minimum Match Required
SPEED ENFORCEMENT	$8,000.00	$2,000.00
DUI ENFORCEMENT	$10,000.00	$2,500.00
DISTRACTED DRIVING ENFORCEMENT	$8,900.00	$2,225.00
PEDESTRIAN BICYCLE ENFORCEMENT	$3,000.00	$750.00
SEATBELT MOBILIZATION	$850.00	$212.50
IMPAIRED DRIVING MOBILIZATION	$2,000.00	$500.00
DISTRACTED DRIVING MOBILIZATION	$850.00	$212.50
E-CRASH EQUIPMENT(MDT)	$0.00	$0.00
E-CRASH EQUIPMENT (Printers/Ext. Scanners/Ext. Receivers/Hardware Firewall/CAD-RMS Software)	$0.00	$0.00
SPEED EQUIPMENT	$0.00	$0.00
C.A.R. EQUIPMENT/C.A.R. TRAINING	$0.00	$0.00
EMERGENCY MEDICAL SERVICES	$0.00	$0.00
BODY CAMS & IN-CRUISER VIDEO DASHCAMS	$0.00	$0.00
Community Outreach & Betterment (COB) Grant	$2,500.00	$625.00
Total Total amount Federal funds obligated to the subrecipient, (2 CFR § 200.331(a)(1)(vii) **Project Costs: 80% Federal Funds, 20% Applicant Share (Minimum Match Required).**	$ 36,100.00	$9,025.00

Awarding Agency: Office of Highway Safety (OHS)	
Federal Awarding Agency: National Highway Traffic Safety Administration (NHTSA), US DOT NHTSA Region 1 Volpe Center 220 Binney St., RTV-8E, Cambridge, MA 02142-1093	
Budget period (new) – **10/01/2026 to 09/30/2027**	
Is This a Research and Development Project: NO	**Is Indirect Costs Applicable to This Grant** ☐ **YES** ☑ **NO**

EXHIBIT C - continued

Project Titles, PSP & Task, ALN, and FAIN Numbers (FFY27)

SPEED ENFORCEMENT
PSP & Task 27-02-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

DUI ENFORCEMENT
PSP & Task 27-07-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

DISTRACTED DRIVING ENFORCEMENT
PSP & Task 27-04-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

PEDESTRIAN BICYCLE ENFORCEMENT
PSP &Task 27-06-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

SEATBELT MOBILIZATION
PSP & Task 27-01-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

IMPAIRED DRIVING MOBILIZATION
PSP & Task 27-07-11 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

DISTRACTED DRIVING MOBILIZATION
PSP & Task 27-04-11 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

E-CRASH EQUIPMENT
PSP & Task 27-03-06 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

SPEED EQUIPMENT
PSP & Task 27-02-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

EMERGENCY MEDICAL SERVICES
PSP & Task 27-10-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

BODY CAMS & IN-CRUISER VIDEO DASHCAMS
PSP & Task 27-07-04 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

COMMUNITY OUTREACH & BETTERMENT (COB) Grant
PSP & Task 27-09-03 402/IIAJ/Sup
ASSISTANCE LISTING NUMBER: 20.600
FAIN Number (Subaward): 69A37524300004020NH0, 69A37525300004020NH0, 69A37526300004020NH0, 69A37527300004020NH0, 69A3752530SUP4020NH0, 69A3752630SUP4020NH0, 69A3752730SUP4020NH0

State of New Hampshire Department of Safety

Robert L. Quinn, Commissioner
Eddie Edwards, Assistant Commissioner
Steven R. Lavoie, Assistant Commissioner

Office of Highway Safety

John A. Clegg, Program Manager

GRANT AGREEMENT AMENDMENT NOTICE

Attn: Chief Peter A. Marr

Manchester Police Department

405 Valley St

Manchester, NH 03103

Date: 06/19/2026
Grant Agreement Title/Number: City of Manchester Highway Safety Grant 27-113

The NH Office of Highway Safety is amending your **FFY27** original award amount from $36,100.00 To $101,734.90.

Upon your acceptance of this amendment, it shall be attached to and made a part of your department's current Federal Fiscal Year's grant agreement. Please refer to your Grant Agreement and Scopes of Work for any requirements, which will also apply to this amendment.

Adjustments:

Additional Project & Funds Awarded	Adjustment	Match Requirement
10 In Car Radars	$25,762.50	$8,587.50
10 Moveable Speed Signs w/Software for initial year	$39,872.40	$13,290.80
Total	$65,634.90	$21,878.30

Comments: Scope of Work Attached

_____ _____ _____ _____
Signature and Title of Subrecipient 1 Date Signature and Title of Subrecipient 2 Date

Acknowledgment: State of New Hampshire, County of _____, on_____, before the undersigned officer, personally appeared the person(s) identified above, known to me (or satisfactorily proven) to be the person(s) whose name(s) is(are) signed above, and acknowledged that he/she executed this document in the capacity indicated above.

_____
Name, Title & Signature of Notary Public or Justice of the Peace

_____ _____
Robert L. Quinn, Commissioner, or Designee Date
NH Department of Safety

Approval by Attorney General (Form, Substance and Execution) (if G & C approval required By: _____
Assistant Attorney General, On:_____.

Scope of Work

Speed Enforcement Equipment

NOTE: **All equipment that is $10,000.00 or more individually must meet the "BUY AMERICA" requirement and receive prior written approval from the National Highway Traffic Safety Administration (NHTSA) before it can be purchased. The Office of Highway Safety shall be under no obligation to provide reimbursement to a grantee for equipment purchased outside of these requirements.**

Purchased equipment must be installed and in use by **July 1st** for use in Quarter 4.

All equipment **must** be invoiced by **May 31st**. Equipment Reimbursements **must** be submitted no later than **July 15th**.

***Attorney General Final written approval must be given prior to purchase of equipment.**

EQUIPMENT AWARDED IS INDICATED BY AN "X" NEXT TO THE PROJECT

- **Speed enforcement equipment grants available to current patrol enforcement grantees only.**
- **Funded patrol enforcement grants must be conducted in order to obtain current speed enforcement equipment:**

  Speed Radar Display Trailer W/ Statistical Software and Costs of Initial Year
  X Movable Radar Speed Display Sign W/ Statistical Software and Costs of Initial Year
  Handheld LiDAR Unit
  X In Car Radar Unit
  Traffic Data Recording Device W/ Statistical Software and Costs of Initial Year

- **Speed Enforcement Equipment shall be reimbursed at 75%.**

Other Important Requirements

- **Agencies shall follow all internal standard operating procedures in obtaining vendor quotes prior to submission of the OHS equipment grant application. Once a quote and vendor have been agency approved and submitted to the OHS, quotes/vendors shall not be changed.**
- **It is required that a speed enforcement effort be conducted in problem areas identified by data produced by radar trailers and or radar display signs. Departments shall contact the NHDOT for approval and follow the NHDOT work instructions document "Guideline for The Use of Driver Feedback Radar Devices (DFRD)"**
- **Speed Radar Display Trailers and Movable Radar Speed display signs shall include data collection software so that data can be viewed to address problem areas. Grantees agree to maintain software license after initial equipment purchased. Data collected from equipment shall be submitted to the Office of Highway Safety upon request.**
- **At the request of the New Hampshire Office of Highway Safety, Speed Radar Display Trailers and display signs, will be utilized during national or state mobilization efforts for highway safety messaging. Please obtain a photo showing placement for a specific location.**
- **Speed display signs shall be movable and not permanently fixed (i.e. permanently secured to a pole, etc.) to help address problem areas occurring on roads traversing through the community.**
- **Speed radar trailers and signs shall be moved regularly within the community to address areas of highway safety concern.**
- **Handheld LiDAR and in car radar equipment must only be used by those officers trained and certified in the use of such equipment.**

Grantee Initials: _____	Grantee Initials: _____	Grantee Initials: _____
Date: _____	Date: _____	Date: _____

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $150,000 for CIP C330040227 Adverse Childhood Experience Response Team (ACERT) be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

June 25, 2026

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

Re: Granite United Way (GUW) and New Hampshire Charitable Foundation (NHCF) Opioid Abatement Community Grants Program

Attached is a copy of the Granite United Way (GUW) and New Hampshire Charitable Foundation (NHCF) Opioid Abatement Community Grants Program Acceptance of Award Form in the amount of $150,000 to support the the coordinated, multi partner implementation of the City's Adverse Childhood Experience Response Team (ACERT).

This grant is from January 1, 2027 approval to July 30, 2028.

The funds breakdown is as follows:

Salaries and Wages	$104,000
Fringe	$34,039.20
Other	$11,960.80

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Hundred Dollars($150,000) for the FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT)."

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

WHEREAS, the Board of Mayor and Aldermen has approved 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $150,000 from the State of New Hampshire Charitable Foundations to FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT);

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040227 Adverse Childhood Experience Response Team (ACERT) - $150,000 State

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#:	C330040227	Project Year:	2027	CIP Resolution:	6/9/2026
Title:	Adverse Childhood Experience Response Team (ACERT)			Amending Resolution:	9/1/2026
Administering Department	Police Department			Revision:	

Project Description: Funds to support the the coordinated, multi partner implementation of the City's Adverse Childhood Experience Response Team (ACERT).

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Initiation Date	1/1/2027
2.	Completion Date	6/30/2028
3.		
4.		
5.		
		6/30/2028

Line Item Budget

	STATE			TOTAL
Salaries and Wages	$104,000.00	$0.00	$0.00	$104,000.00
Fringes	$34,039.20	$0.00	$0.00	$34,039.20
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	$11,960.80	$0.00	$0.00	$11,960.80
TOTAL	**$150,000.00**	**$0.00**	**$0.00**	**$150,000.00**

Revisions:

Comments: Funding of $150,000 from the NH Hampshire Charitable Foundation.

Planning Department/Startup Form - 07/1/20

$150,000.00

OACGP Multiyear Grant (2) Acceptance - 2025

For **City of Manchester (201921) - Agency**

Completed on 06/25/2026

Agency Name: City of Manchester - Manchester Police Department
Grant Term: July 2026-June 2028
The purpose of this Acceptance Form is to define and formalize a memorandum of agreement between Granite United Way and the agency awarded funds through the Opioid Abatement Community Grant Program (OACGP). The agency referenced above agrees to adhere to the following terms associated with accepting these grant funds.

1. Acknowledgment of Funding Source and Use of Funds
   The Agency certifies its understanding that the source of these funds is the New Hampshire Opioid Abatement Trust Fund. As such, all funds must be expended as outlined in the Agency?s original proposal and as approved by Granite United Way. The Agency agrees to deliver the work as described in its grant application. The Agency acknowledges that funding is not transferable to other programs or entities without prior written approval from Granite United Way.
   ☑ Select checkbox to acknowledge grant funding term #1

2. Roles and Responsibilities
   The Agency acknowledges the following roles:
   Granite United Way (GUW) is responsible for: All final grant funding decisions, financial management of awarded funds, and disbursement of payments.
   New Hampshire Charitable Foundation (NHCF) is responsible for: Ongoing grant monitoring, collection and review of reports, and programmatic oversight and compliance tracking.
   The Agency agrees to: Submit all required reports to NHCF, respond to monitoring and information requests from NHCF, and work collaboratively with both entities as needed.
   ☑ Select checkbox to acknowledge grant funding term #2

3. Return of Unspent Funds
   The Agency agrees that any unspent funds at the conclusion of the grant period must be returned to Granite United Way within 30 days of the grant period end date.
   ☑ Select checkbox to acknowledge grant funding term #3

4. Programmatic and Operational Changes
   During the grant period of July 2026 - June 2028, the Agency will inform NHCF in a timely manner of: Significant budgetary or programmatic changes, leadership or staffing changes, and any risks to successful implementation. NHCF will coordinate with GUW as needed regarding any material changes.
   ☑ Select checkbox to acknowledge grant funding term #4

5. Reporting Requirements (Ongoing)
   The Agency agrees to comply with all reporting requirements established by NHCF, including: Submission of annual programmatic and financial reports, submission of an interim report after Year 1 and final report at the end of the grant term, and participation in any required evaluation or data collection activities.
   All reports must: Align with the approved proposal and budget, include outcomes, outputs, and expenditures, and be supported by appropriate documentation upon request.
   Failure to meet reporting requirements may result in: Delays in payment from Granite United Way, additional monitoring requirements, and modification or termination of the award.
   ☑ Select checkbox to acknowledge grant funding term #5

6. Payment Method and Multiyear Funding Conditions
   The Agency agrees to receive all grant payments via Electronic Funds Transfer (EFT) from Granite United Way.
   The Agency acknowledges that: Release of Year Two (and any subsequent year) funding is contingent upon: Demonstrated expenditure of prior year funds, submission of complete and satisfactory financial and programmatic reports, and documentation verifying that funds were used for approved expenses.
   Granite United Way reserves the right to delay or withhold future payments pending verification of compliance with these requirements.
   The EFT Form is accessible via the "Resources" menu item at the top of your screen.
   Download the document, using available PDF software edit the fields with your agency information, save the document with your agency name, and upload the document here:
   <A HREF="https://guw.upicsolutions.org/servlet/eAndar.Documents/do%20not%20reply_20260624_155714.pdf?NavigationButton=D
   ☑ Select checkbox to acknowledge grant funding term #6

7. Regulatory Compliance and Investigations
   The Agency agrees to report in writing and in a timely manner to Granite United Way and NHCF any: Investigation by a police agency or regulatory body, allegations of financial, managerial, or criminal misconduct, or adverse audit findings or financial concerns.
   ☑ Select checkbox to acknowledge grant funding term #7

8. Monitoring and Compliance
   The Agency agrees that: NHCF may conduct monitoring activities, including check-ins, documentation review, and site visits, and the Agency will provide requested documentation in a timely manner.
   NHCF will communicate any compliance concerns to Granite United Way.
   ☑ Select checkbox to acknowledge grant funding term #8

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9. Termination or Modification of Award

Granite United Way reserves the right to modify, suspend, or terminate the grant if: Funds are not used as approved, reporting requirements are not met, or the Agency is found to be noncompliant.

☑ Select checkbox to acknowledge grant funding term #9

Agreement and Certification

The Agency's acceptance of this agreement indicates full compliance with the terms stated above. Failure to comply may result in rescission of the grant award and/or loss of eligibility for future funding.

Please approve this acceptance form by June 26, 2026. Granite United Way anticipates processing payments to grantees in early May, contingent upon successful processing of this acceptance form, compliance with reporting and monitoring requirements, and receipt of Opioid Abatement funds from NH DHHS by Granite United Way for distribution to grantees.

Authorized Signature

By typing your name below, you certify that you are an authorized signatory for your agency and agree to the terms outlined in this Grant Acceptance Form.

Signature: Whitney Dade

Title: Grant Coordinator

Please enter today's date: 06/25/2026

Prepared by: Andar/360, Fundraising Software. Copyright 1998, 2026 Andar Software Ltd. https://www.andarsoftware.com

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the Amending Resolution and Budget Authorization providing for the acceptance and expenditure of funds in the amount of $14,000 for CIP C410021626 School Based Dental Program - Medicaid be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Anna J. Thomas, MPH
Public Health Director

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

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

CITY OF MANCHESTER
Health Department

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

To: Alderman Jim Burkush
Chairman CIP Committee

From: Anna Thomas, MPH
Public Health Director

Date: July 9, 2026

RE: Project# 410216 Additional Funding & extension – School Based Dental Program - Medicaid Reimbursements

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We have received an additional $14,000 in Medicaid reimbursements this year. We would like to increase this grant to $114,000 total. We are also requesting that the grant be extended through June 30, 2027.

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

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

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

We thank the Committee for their consideration.

1528 Elm Street • Manchester, New Hampshire 03101 • (603) 624-6466
Administrative Fax: (603) 624-6584 ~ Infectious Disease Branch Fax: (603) 665-6894
E-mail: health@manchesternh.gov • Website: www.manchesternh.gov/health

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Dollars ($14,000) for the FY2026 C410021626 School Based Dental Program - Medicaid."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $14,000 from additional Medicaid Reimbursements to FY2026 CIP C410021626 School Based Dental Program - Medicaid;

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

By increasing:

FY2026 CIP C410021626 School Based Dental Program - Medicaid - $14,000 State

Resolved, that this Resolution shall take effect upon its passage

CIP BUDGET AUTHORIZATION

CIP#:	C410021626	Project Year:	2026	CIP Resolution:	6/3/2025
Title:	School Based Dental Program - Medicaid			Amending Resolution:	9/1/2026
Administering Department	Health Department			Revision:	#2

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

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Initiation Date	9/1/2025
2.	Completion Date	6/30/2027
3.		
4.		
5.		
		6/30/2027

Line Item Budget

	STATE			TOTAL
Salaries and Wages	$41,000.00	$0.00	$0.00	$41,000.00
Fringes	$32,000.00	$0.00	$0.00	$32,000.00
Design/Engineering	$0.00	$0.00	$0.00	$0.00
Planning	$0.00	$0.00	$0.00	$0.00
Consultant Fees	$0.00	$0.00	$0.00	$0.00
Construction Admin	$0.00	$0.00	$0.00	$0.00
Land Acquisition	$0.00	$0.00	$0.00	$0.00
Equipment	$0.00	$0.00	$0.00	$0.00
Overhead	$0.00	$0.00	$0.00	$0.00
Construction Contracts	$0.00	$0.00	$0.00	$0.00
Other	$41,000.00	$0.00	$0.00	$41,000.00
TOTAL	**$114,000.00**	**$0.00**	**$0.00**	**$114,000.00**

Revisions:

#1- 5/19/26 Increase total budget $20,000 State ($80,000 to $100,000) funds come from Medicaid reimbursements.

#2- 9/1/26 Increase total budget $14,000 State ($100,000 to $114,000) from additional Medicaid reimbursements, and extend completion date from 12/31/2026 to 6/30/2027.

Comments: Fund of $80,000 from NHDHHS

Planning Department/Startup Form - 07/1/20

$114,000.00

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from Families in Transition to consolidate four loans using the terms proposed by the City, contingent upon the State's award of FIT's requested LITHC funding, be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use
Building Regulation
Code Enforcement
Community Improvement Program

Jeffrey D. Belanger, AICP
Director

Nicola Strong
Deputy Director – Planning & Zoning

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

To: Alderman James Burkush
Chairman, CIP Committee

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

Date: July 22, 2026

Re: Families in Transition Request to Reconsolidate and Additional Funding

---

Jeffrey Zwillenberg, the Chief Operating Officer of Families in Transition (FIT), has contacted this office in regards to a loan consolidation and funding request.

Based on the included request letter and conversations with FIT, we believe that they are requesting two items in relation to a Low Income Housing Tax Credit (LIHTC) application that FIT is putting together to recapitalize six rental properties that they own.

The first request is to consolidate four loans that FIT has received from the City of Manchester for acquisition and/or renovation, dependent upon LIHTC awarding. These loans are for four of the six properties that FIT is looking to recapitalize. The current loans terms are as follows:

Property	Loan Amount	Loan Balance	Terms
161 S. Beech #1 - Willows	$200,000 - AHTF	$27,271	$9,091.00 due annually
106 Market St – Millyard I	$230,000 - HOME	$230,000	Deferred 30 year loan, 0% interest
122 Market St. – Millyard II	$250,000 - HOME	$226,725	Interest Payment of 42.5% surplus net cash flow or principal payments of 1.15 to 1 Debt Coverage Ratio
394 Second St.	$600,000 – HOME and AHTF	$577,973	50% of net cash flow

The City has consolidated loans for other organizations previously. Consolidation has typically resulted in restructuring to new loan terms such as 0% interest, with a 30-year term, and an annual repayment based upon a certain percentage of cash flow, such as 25%, or a minimum payment due. The new loan is often subordinate to the new primary lender. This is similar to an approval from the Board of Mayor and Aldermen in 2021 for Neighborworks.

One City Hall Plaza, Manchester, New Hampshire 03101
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www.manchesternh.gov

The Planning and Community Development Department recommends approval of consolidating the four loans, contingent upon the State's award of FIT's requested LITHC funding. The terms would be 0% interest for 30 years, with an annual repayment of 25% of surplus cash flow or a minimum payment of $5,000. Staff has spoken with FIT and FIT has indicated they are in agreement with the proposed terms.

The second request from FIT is for an additional $2.5 million from the City to help fund the recapitalization project. The City's entitlement funding has been fully allocated in the FY2027 CIP Budget. Therefore, no additional entitlement funds could be allocated for this request.

July 21, 2026

To: Alderman James Burkush, Manchester CIP Committee Chair

From: Jeffrey Zwillenberg, Chief Operating Officer, Families in Transition, Inc.

Cc: Mike McCaffrey, Chief Financial Officer, Families in Transition, Inc.

Greg Rittchen, Principal, Rittchen Advisors LLC

Re: Families in Transition – CIP Funding Request

Dear Mr. Burkush:

Families in Transition, Inc. ("FIT") values its longstanding relationship with the City of Manchester as a vital financial partner that makes the Organization's mission possible. The City has committed funding to FIT over many years across most of its properties, recently for supportive and sober housing on Wilson St. FIT herewith requests preservation capital from the City of Manchester for six deeply affordable rental properties in connection with a major recapitalization planned to start in 2Q 2027 and continue for approximately 18 months thereafter.

FIT wholly owns an aging portfolio of six affordable rental properties with significant capital needs and an imminent replacement reserve shortfall. The assets, totaling 110 units, have been identified for a scattered site recapitalization using Low Income Housing Tax Credits ("LIHTC") and tax-exempt bonds. The Notice of Funding Opportunity was released by the New Hampshire Housing Finance Agency ("NHHFA") in July, and the application is due October 1, with a December award announcement and a 2Q 2027 projected Closing date.

FIT has engaged Rittchen Advisors, LLC ("RA"), a consulting firm, to oversee project management and delivery, including all funding applications. RA and FIT have engaged in fruitful pre-meetings with NHHFA, which has advised the Organization to apply to this round of funding. Investor and lender partners have reviewed the project on a preliminary basis and provided positive feedback on feasibility. The Manchester Housing and Redevelopment Authority ("MHRA") has confirmed that its Section 8 HAP contracts on 69 of the units can all be extended in alignment with the Investor's 15-year Compliance Period.

Capital Needs Assessments ("CNAs") have been completed by a third party for all properties and demonstrate the necessity of a major recapitalization, with expected construction costs projected at over $80,000 per unit. FIT has engaged Dennis Mires The Architects for design services and Marc Jobin for Owner's Representative services. The addition of soft costs, interest, overhead, fee, temporary relocation, and permanent loan payoffs raises the projected Total Development Cost to approximately $14,500,000.

The project is expected to be funded with $6.8M of LIHTC equity and $5.2M of permanent debt, leaving a "funding gap" of approximately $2.5M, or $22,727 per affordable unit. FIT

respectfully requests the budget shortfall amount of $2.5M from the City of Manchester to preserve, maintain, and improve affordable housing for the long-term. The project may reasonably be expected to be awarded over two fiscal years given the 18-month construction duration for this tenant-in-place rehabilitation.

It is noteworthy that four of the six properties have received City of Manchester funding for acquisition and/or renovation in the past, with School St and Third St being the exceptions.

Property	# of Units	Bedrooms	Operating Subsidy
106 Market St	12	2x 1-br, 10x 2br	100% PBVs
122 Market St	20	3x 1-br, 16x 2br, 1x 3br	95% PBVs
66 School St	8	4x 2-br, 4x 3-br	100% PBVs (ModRe)
14 Third St	8	4x 2-br, 4x 3-br	100% PBVs (ModRe)
394 Second St	33	8x 1-br, 18x 2-br, 7x 3br	24% PBVs
161 S Beech #1	29	2x SRO, 24x 2-br, 3x 3-br	100% PBVs
Total	110		

This 110-unit portfolio is layered with aging affordability covenants that FIT proposes consolidating and extending as part of the LIHTC Transaction. Without additional funding, the units risk being unrestricted in the future. In furtherance of its shared mission with the City of Manchester, FIT hereby proposes deed restricting the properties for 99 years. These restrictions are subject to NHHFA's final review and approval, but a high-likelihood option is summarized below.

	LIHTC 30% AMI	LIHTC 50% AMI	LIHTC 60% AMI	Total
Studio	2			2
1-BR	1	1	11	13
2-BR	6	8	62	76
3-BR	2	2	15	19
Total	11	11	88	110

FIT's Executive Team and Board of Directors eagerly await your feedback on this critical portfolio preservation initiative.

Sincerely,

Jeffrey Zwillenberg

Jeffrey Zwillenberg

Attached: Draft Sources & Uses – FIT Recapitalization

Housing Benefits 4% Acq/Rehab - Sources & Uses and Basis Calculation

USES

Line Item	Amount ($)	Eligible Basis Treatment	Basis Amount ($)	Non-Basis Amount ($)	Notes
Acquisition - Land	$1,000,000	Excluded	-	$1,000,000	Land is not eligible basis
Acquisition - Existing Building	$4,500,000		$4,500,000	-	
Hard Construction Costs	$8,800,000		$8,800,000	-	
Hard Cost Contingency	-		-	-	
Budget Tracker - Eligible Soft Costs	$3,289,523	Eligible Basis tab	$3,289,523	-	
Non-Basis / Excluded Costs	$1,408,950	Excluded	-	$1,408,950	Financing fees, legal, relocation cost allocation, interest, capital reserves
TOTAL USES	**$18,998,473**		**$16,589,523**	**$2,408,950**	
Cash Proceeds (net of Seller Note)	$14,498,473				

ELIGIBLE BASIS / CREDIT CALCULATION

Line Item	Amount / Rate	Notes
Existing Building Eligible Basis	$4,500,000	
Rehab Eligible Basis	$12,089,523	Hard costs + contingency + eligible soft costs
Total Eligible Basis Before Boost	**$16,589,523**	
Rehab basis Boost %	124.4%	Does not account for the difference in cost/unit by individual BIN/Address but is expected to increase as properties with greater needs are in the QCT.
Eligible Basis	**$19,539,366**	
Applicable Fraction %	100.0%	
Qualified Basis	**$19,539,366**	
Annual Credit Rate	**4.0%**	
Annual Federal LIHTC	**$781,575**	
10-Year Federal LIHTC	**$7,815,746**	
Tax Credit Price ($/credit)	**$0.87**	Update with investor pricing.
Federal LIHTC Equity Proceeds	**$6,799,699**	10-year credits × price

SOURCES

Line Item	Amount ($)	Formula / Source	Notes
Permanent Loan	$5,185,706	Perm Debt Output	Recommended permanent loan sized by DSCR constraints
Federal LIHTC Equity Proceeds	$6,799,699	Basis calculation	Formula-driven from credits and price
City of Manchester CIP Sources	$2,500,000		
Existing Reserves / Cash	-		
Seller Note / Sponsor Loan	$4,513,067		$5.5M acq price net of the current mortgage payoffs $1M
Deferred Developer Fee			Gap-filling source; tie to developer fee schedule
Other Sources	-		
TOTAL SOURCES	**$18,998,472**		

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from Families in Transition for additional funding from the City in the amount of $2.5 million to assist with FIT's recapitalization project be received and filed. *(Unanimous vote)*

Respectfully submitted,

Clerk of Committee

CITY OF MANCHESTER
PLANNING AND COMMUNITY DEVELOPMENT

Planning and Land Use
Building Regulation
Code Enforcement
Community Improvement Program

Jeffrey D. Belanger, AICP
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Annual Federal LIHTC	**$781,575**	
10-Year Federal LIHTC	**$7,815,746**	
Tax Credit Price ($/credit)	**$0.87**	Update with investor pricing.
Federal LIHTC Equity Proceeds	**$6,799,699**	10-year credits × price

SOURCES

Line Item	Amount ($)	Formula / Source	Notes
Permanent Loan	$5,185,706	Perm Debt Output	Recommended permanent loan sized by DSCR constraints
Federal LIHTC Equity Proceeds	$6,799,699	Basis calculation	Formula-driven from credits and price
City of Manchester CIP Sources	$2,500,000		
Existing Reserves / Cash	-		
Seller Note / Sponsor Loan	$4,513,067		$5.5M acq price net of the current mortgage payoffs $1M
Deferred Developer Fee			Gap-filling source; tie to developer fee schedule
Other Sources	-		
TOTAL SOURCES	**$18,998,472**		

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Fire Chief for permission to apply for HSGP Hazmat funds in the amount of $25,000 be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Department
Ryan J. Cashin

Assistant Chiefs
Matthew A.K. Lamothe
David Flurey
Joshua Guay

City of Manchester
Fire Department

TO: Alderman Burkush, CIP Chair

FROM: Chief Ryan Cashin

DATE: July 9, 2026

RE: Permission to Apply for HSGP 2026 Hazmat allocation ($25,000)

I am writing today to request permission to apply for the annual HSGP Hazmat allocation in the amount of $25,000. There is no match required by the City.

Thank you for your attention to this matter.

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

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Fire Chief for permission to apply for HSEM grant funding in the amount of $277,000 be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Department
Ryan J. Cashin

Assistant Chiefs
Matthew A.K. Lamothe
David Flurey
Joshua Guay

City of Manchester
Fire Department

TO: Alderman Burkush, CIP Chair

FROM: Chief Ryan Cashin

DATE: July 10, 2026

RE: Permission to Apply HSEM Grant ($277,000)

I am writing today to request permission to apply for an HSEM grant in the amount of $277,000. This funding will be used to purchase additional traffic barriers and associated mobilization equipment (trailer and dollys). There is no match required from the City.

Thank you for your attention to this matter.

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

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Highway Chief Engineer for the closure of CIP 711425 Household Hazardous Waste Collection be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Timothy J. Clougherty
Public Works Director

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

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

CITY OF MANCHESTER

Department of Public Works

July 8, 2026

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

Attention: Alderman Jim Burkush
Chairman, CIP Committee

Subject: CIP 711425 Household Hazardous Waste Collection

Dear Alderman Burkush:

The above CIP was approved at the start of FY 2025 in anticipation of the DPW submitting the paperwork to receive the annual grant provided by the State of NH which represents half of the total cost for the May/October collection dates. That year, when the grant ($21,193.23) that represented those costs was received by the City, a new CIP 713724 Household Hazardous Waste Collection was established rather than amending the existing CIP 711425

Based on the existence of two CIP's for the same project, it is respectfully requested that the initial CIP 711425 be closed.

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

Very truly yours,

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

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

CIP BUDGET AUTHORIZATION

CIP#:	711425	2025	CIP Resolution: 6/4/2024
Title:	Household Hazardous Waste Collection		Amending Resolution:
Administering Department	DPW-Highway		Revision: #1-Close

Project Description: Offering two (2) Household Hazardous Waste Collection events in October 2024 and May 2025

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2025
	6/30/2025

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	$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	$25,000.00	$0.00	$0.00	$25,000.00
TOTAL	**$25,000.00**	**$0.00**	**$0.00**	**$25,000.00**

Revisions:

7/7/26- #1 Close project based on the existence of CIP project 711425 which is the same project.

Comments:

Planning Department/Startup Form - 07/1/20

$25,000.00

CIP BUDGET AUTHORIZATION

CIP#:	711425	2025	CIP Resolution: 6/4/2024
Title:	Household Hazardous Waste Collection		Amending Resolution:
Administering Department	DPW-Highway		Revision:

Project Description: Offering two (2) Household Hazardous Waste Collection events in October 2024 and May 2025

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

Initiation Date	7/2/2024
Completion Date	6/30/2025
	6/30/2025

In Board of Mayor and Aldermen
Date: 07/02/2024
On motion of Ald. Long
Seconded by Ald. E. Sapienza
Voted to approve the budget authorizations
subject to the final adoption of related resolutions.

Matthew Normand
City Clerk

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	$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	$25,000.00	$0.00	$0.00	$25,000.00
TOTAL	**$25,000.00**	**$0.00**	**$0.00**	**$25,000.00**

Revisions:

Comments:

Planning Department/Startup Form - 07/1/20

$25,000.00

CIP BUDGET AUTHORIZATION

CIP#:	713724	Project Year:	2024	CIP Resolution:	6/6/2023
Title:	Household Hazardous Waste Collection - Fall 2024 and Spring 2025			Amending Resolution:	7/2/2024
Administering Department	DPW-Highway			Revision:	

Project Description: The Department of Public Works is proposing to conduct two Household Hazardous Waste Collection Events: October 12, 2024 and May 10, 2025

Federal Grants Federal Grant: No Grant Executed:

Environmental Review Required: No Completed:

In Board of Mayor and Aldermen
Date: 07/02/2024
On motion of Ald. Long
Seconded by Ald. E. Sapienza
Voted to approve the budget authorizations
subject to the final adoption of related resolutions.

City Clerk

Critical Events

1.	Project Initiation	10/01/2024
2.	Project Completion	6/30/2025
3.		
4.		
5.		
		6/30/2025

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	$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	$21,283.00	$0.00	$0.00	$21,283.00
TOTAL	**$21,283.00**	**$0.00**	**$0.00**	**$21,283.00**

Revisions:

Comments: Funding source: State of NH, Department of Environmental Services and Waste Management for Househould Hazordous Waste

Planning Department/Startup Form - 07/1/20 **$21,283.00**

TRANS NO	TRANS DATE	YEAR	PERIOD	ACCOUNT / WORK ORDER / JOB# / FACILITY ID / ACCOUNT ALT VIEW	BANK	TRANSACTION AMOUNT	TYPE
DESCRIPTION-1							
DESCRIPTION-2							

Control . . . . . : MB City of Manchester Budgetary Chart

Group . . . . . : 000000002501168
Group date . . . . . : 7/02/24
Group description . . . : 713724 HHWC Fall 24 & Spring 25
User working on . . . . : VDANIELS
User Name . . . . . : Victoria Danielson / Finance

100	7/02/24	2025	0	50FGC10968		21,283.00	
Original Startup							
				Other Project Costs			
Link to ---> MANC MP		2025	0	21283.00	713724 Household Hazardous Waste Collectio		
200	7/02/24	2025	0	50FGC14996		21,283.00-	
Original Startup							
				State Grants			
Link to ---> MANC MP		2025	0	21283.00-	713724 Household Hazardous Waste Collectio		
300	7/02/24	2025	0	50FGC14996		42,566.00	
Original Startup							
				State Grants			
Link to ---> None							

FUND	DESCRIPTION		TRANSACTION AMOUNT
0205	Other Grants		42,566.00
	Totals for period	0	42,566.00
	Transaction count	3	

	Calculated	Entered	Difference
Count	3		
Amount	42,566.00		

** END OF REPORT **

Project Report with Budget Information

Account / Description		Budget Amount	Actual	Encumbered	Balance
713724 Household Hazardous Waste Collectio					
50FGC14996	State Grants	21,283.00-	.00	.00	21,283.00-
	*Total Revenue	21,283.00-	.00	.00	21,283.00-
50FGC10968	Other Project Costs	21,283.00	.00	.00	21,283.00
	*Total Expenditures	21,283.00	.00	.00	21,283.00
	** Project Total	.00	.00	.00	.00
	** Report Total	.00	.00	.00	.00

Selection Criteria: Control MB Project control MP From project MANC2025MP50007137 C760 25000000000000000 To MANC2025MP50007137 C760 25000000000000000
From period 006 097 To 001 125 From Account To 99999999999999999999999999999999999999999999999999
From Date- 0/00/00 To 99/99/99 Report type 2 Format S Account types 3 4 Sort by segments STACCT STACCT STACCT

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Public Health Director to extend the deadline of CIP 210623 Public Health Preparedness until December 31, 2027, be approved.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Anna J. Thomas, MPH
Public Health Director

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

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

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

CITY OF MANCHESTER
Health Department

To: Alderman Jim Burkush
Chairman, CIP Committee

From: Anna Thomas, MPH
Director, Manchester Health Department

Date: July 13, 2026

RE: C20232106 - Public Health Preparedness

We are requesting an extension of project# 210623 as The State of NH has informed us that the PHIG portion of this grant can be carried through December 31, 2027.

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

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

We thank the Committee and Board for their consideration.

1528 Elm Street • Manchester, New Hampshire 03101 • (603) 624-6466
Administrative Fax: (603) 624-6584 ~ Infectious Disease Branch Fax: (603) 665-6894
E-mail: health@manchesternh.gov • Website: www.manchesternh.gov/health

CIP BUDGET AUTHORIZATION

CIP#:	210623	Project Year:	2023	CIP Resolution:	5/17/2022
Title:	Public Health Preparedness			Amending Resolution:	7/1/2025
Administering Department	Health Department			Revision:	#9

Project Description: These federally funded programs support the public health preparedness and response work of the Health Department as well as the expansion of public health services offered by the Health Department to include substance misuse prevention*. Through this program, improved disease surveillance and communicable disease control activities (including COVID-19) will be conducted to improve the health of Manchester residents and other communities in the Gr. Manchester Public Health Region.*subcontract with Makin It Happen.

Federal Grants

Federal Grant:	Yes
Grant Executed:	

Environmental

Review Required:	No
Completed:	

Critical Events

1.	Project Initiation	7/1/2022
2.	Project Completion	12/31/2027
3.		
4.		
5.		
		12/31/2027

Line Item Budget

	STATE			TOTAL
Salaries and Wages	$935,237.00	$0.00	$0.00	$935,237.00
Fringes	$530,254.00	$0.00	$0.00	$530,254.00
Design/Engineering	$0.00	$0.00	$0.00	$0.00
Planning	$0.00	$0.00	$0.00	$0.00
Consultant Fees	$100,000.00	$0.00	$0.00	$100,000.00
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	$820,020.00	$0.00	$0.00	$820,020.00
TOTAL	**$2,385,511.00**	**$0.00**	**$0.00**	**$2,385,511.00**

Revisions: #1-Increase budget $286,207 (from $801,068 to $1,087,275).#2 - Increase budget by $59,005 (from $1,087,275 to $1,146,280) #3 -7/11/23 - Extend the completion date from 6/30/2023 to 12/31/2023.#4- 10/3/23 - Increase budget by $10,000 STATE (from $1,146,280 to $1,156,280) #5 - 12/5/23 - Extend completion date from 12/31/2023 to 6/30/2024 #6 - 5/21/2024 - Increases budget $1,000,731 from ($1,156,280 to $2,157,011) and extends

Comments: completion date to 6/30/2026. #7- 10/15/24 Increase budget by $220,000 STATE ($2,157,011 to $2,377,011) #8 7/1/25 Increase budget $8,500 State ($2,377,011 to $2,385,511) funds from NHDHHS #9 - 7/7/26 Extend completion date from 6/30/2026 to 12/31/2027

Source of Funds: NH DHHS

Planning Department/Startup Form - 07/1/20

$2,385,511.00

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Police Grant Coordinator to extend the deadline of CIP C330041426 FY25 ILO Program until August 31, 2028, be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

July 9, 2026

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

Re: FY25 Homeland Security Grant Program – Intelligence Liaison Officer (ILO) Program (CIP Project #C330041426)

The Manchester Police Department requests an amendment to the FY25 Homeland Security Grant Program – Intelligence Liaison Officer (ILO) Program award (CIP Project # C330041426) to extend the Period of Performance (POP).

The original POP was for 2/13/2026 to 9/30/2026
The new POP is for 2/13/2026 to 8/31/2028

The funds breakdown is as follows:

Salaries and Wages	$44,300.00
Fringe	$700.00
Total Award	$45,000.00

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

CIP BUDGET AUTHORIZATION

CIP#:	C330041426	Project Year:	2026	CIP Resolution:	6/3/2025
Title:	FY25 ILO Program			Amending Resolution:	12/2/2025
Administering Department	Police Department			Revision:	#1

Project Description: Homeland Security Grant Program funding to support the overtime of the Tier III participant in the Intelligence Liaison Officer Program (ILO).

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Iniation Date	12/2/2025
2.	Completion Date	8/31/2028
3.		
4.		
5.		
		8/31/2028

Line Item Budget

	STATE			TOTAL
Salaries and Wages	$44,300.00	$0.00	$0.00	$44,300.00
Fringes	$700.00	$0.00	$0.00	$700.00
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	**$45,000.00**	**$0.00**	**$0.00**	**$45,000.00**

Revisions:

#1- 9/1/26 Extend completion date from 9/30/2026 to 8/31/2028.

Comments: Funding of $45,000 from a Homeland Security Grant Program.

Planning Department/Startup Form - 07/1/20

$45,000.00

Grant Agreement with Manchester Police Department
Homeland Security Grant Program
Amendment No. 1

This Agreement (hereinafter called the Amendment) is by and between the State of New Hampshire, acting by and through its Department of Safety (hereinafter referred to as the State) and the Manchester Police Department (hereinafter referred to as the Grantee).

WHEREAS, pursuant to an Agreement (hereinafter called the Agreement) approved by the Governor and Council on January 28, 2026, item #95, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows;

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:

    a. The completion Date as set forth in sub-paragraph 1.7 of the Agreement shall be changed to August 31, 2028 from September 30, 2026

    All other conditions outlined in the contract shall remain in effect.

2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.

3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Grant Agreement with Manchester Police Department
Homeland Security Grant Program
Amendment No. 1

Accepted by:

_____	_____
Authorized Individual Manchester Police Department	Date
_____	_____
Robert L. Quinn Department of Safety	Date
_____	_____
Assistant Attorney General Department of Justice	Date

EXHIBIT A - Amendment 1
SPECIAL PROVISIONS

Sub-Grant Total	$45,000
Funding Percentage	100%
Federal Award Agency	Federal Emergency Management Agency, Grants Program Directorate
Award Title & #	2025 Homeland Security Grant Program – EMW-2025-SS-05037
Grant Project Title	ILO Program
Period of Performance	Date of G&C Approval through August 31, 2028
Budget Period	Date of G&C Approval through August 31, 2028
ALN #	ALN# 97.067
Sub-Applicant UEI #	CNSJJ8B31T48

1. Grant expenses must be incurred and paid prior to August 31, 2028. All grant reimbursement requests must be submitted prior to October 15, 2028. Only expenses approved as outlined in Exhibit C may be reimbursed. Reimbursement requests shall meet all requirements in the DHS Terms and Conditions and Special Conditions.

2. "The Grantee" shall maintain financial records, supporting documents, and all other pertinent records for a period of 7 years from the last GAN.

3. Per 2 CFR 200 and Subpart F, the organization must submit its most recent audit each fiscal year to be subject to a risk assessment testing for fiscal practices and capabilities.

4. Per 2 CFR 200 and Subpart F, Non-Federal entities that expend $1,000,000 or more in federal funds (from all sources including pass-through sub recipient) in the organizational fiscal year shall have a single organization-wide audit conducted and submitted to Grants Management Bureau.

5. ***Equipment:*** The subrecipient agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security and the NH Department of Safety - Grants Management Bureau." Additionally, when practicable, any equipment purchased with funding under this agreement shall bear on it the logos of the NH Department of Safety - Grants Management Bureau and U.S. Department of Homeland Security.

EXHIBIT B - Amendment 1
SCOPE OF SERVICES

1. The Department of Safety, (hereinafter referred to as “the State”) is awarding the Manchester Police Department (hereinafter referred to as “the Grantee”) $45,000 for the purpose of local first responders statewide for executing anti-terrorism linked eligible training, exercises and procuring eligible equipment.

2. “The Grantee” agrees that the project grant period ends August 31, 2028, and that all expenses must be incurred and paid prior to this date and reimbursement requests submitted to the Department of Safety, Grants Management Bureau, prior to October 15, 2028.

3. “The Grantee” agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.

4. “The Grantee” is responsible for the overall direction and assignment of all 2025 Homeland Security grant.

5. Reimbursement requests must be submitted on a monthly basis for overtime of the Tier III participant in the Intelligence Liaison Officer Program (ILO).

EXHIBIT C – Amendment 1
GRANT AMOUNT AND METHOD OF PAYMENT

1. Grant Amount: $45,000

2. Payment Schedule

    a. "The Grantee" agrees that the total payment by "the State" under this grant agreement shall be up to $45,000

    b. "The State" shall reimburse up to $45,000 to "the Grantee" upon "the State" receiving appropriate documentation of expended funds (i.e: copies invoices and proof of payment). This includes, among other requirements, that costs must be incurred and products and services must be delivered within the budget period.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Police Grant Coordinator to extend the deadline of CIP C330041626 FY25 HSGP SWAT/SOU Equipment until August 31, 2028, be approved.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

July 9, 2026

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

Re: FY25 Homeland Security Grant Program (CIP Project #C330041626)

The Manchester Police Department requests an amendment to the FY25 Homeland Security Grant Program award (CIP Project #C330041626) to extend the Period of Performance (POP).

The original POP was for 2/10/2026 to 9/30/2026
The new POP is for 2/10/2026 to 8/31/2028

The funds breakdown is as follows:

Equipment	$29,339.00
Total Award	$29,339.00

Please process this as a project for approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

CIP BUDGET AUTHORIZATION

CIP#:	C330041626	Project Year:	2026	CIP Resolution:	6/3/2025
Title:	FY25 HSGP SWAT/SOU Equipment			Amending Resolution:	12/16/2025
Administering Department	Police Department			Revision:	#1

Project Description: Funding to support the purchase of a SWAT Breaching Tool.

Federal Grants

Federal Grant: No

Grant Executed:

Environmental

Review Required: No

Completed:

Critical Events

1.	Initiation Date	12/16/2025
2.	Completion Date	8/31/2026
3.		
4.		
5.		
		8/31/2026

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	$29,339.00	$0.00	$0.00	$29,339.00
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	**$29,339.00**	**$0.00**	**$0.00**	**$29,339.00**

Revisions:

#1-9/1/26 Extend completion date from 9/30/2026 to 8/31/2028.

Comments: Funds of $29,339 from FY25 Homeland Security Grant Program

Planning Department/Startup Form - 07/1/20

$29,339.00

Grant Agreement with Manchester Police Department
Homeland Security Grant Program
Amendment No. 1

This Agreement (hereinafter called the Amendment) is by and between the State of New Hampshire, acting by and through its Department of Safety (hereinafter referred to as the State) and the Manchester Police Department (hereinafter referred to as the Grantee).

WHEREAS, pursuant to an Agreement (hereinafter called the Agreement) approved by the Governor and Council on January 7, 2026, item #70, the Grantee agreed to perform certain services upon the terms and conditions specified in the Agreement and in consideration of payment by the State of certain sums as specified therein; and

WHEREAS, The Grantee and the State have agreed to amend the Agreement in certain respects;

NOW THEREFORE, in consideration of the foregoing, and the covenants and conditions contained in the Agreement and set forth herein, the parties hereto do hereby agree as follows;

1. Amendment and Modification of Agreement: The Agreement is hereby amended as follows:

    a. The completion Date as set forth in sub-paragraph 1.7 of the Agreement shall be changed to August 31, 2028 from September 30, 2026

    All other conditions outlined in the contract shall remain in effect.

2. Effective Date of Amendment: This Amendment shall take effect upon the date of approval of this Amendment by the Governor and Executive Council of the State of New Hampshire.

3. Continuance of Agreement: Except as specifically amended and modified by the terms and conditions of this Amendment, the Agreement, and the obligations of the parties thereunder, shall remain in full force and effect in accordance with the terms and conditions set forth therein.

Grant Agreement with Manchester Police Department
Homeland Security Grant Program
Amendment No. 1

Accepted by:

_____	_____
Authorized Individual Manchester Police Department	Date
_____	_____
Robert L. Quinn Department of Safety	Date
_____	_____
Assistant Attorney General Department of Justice	Date

EXHIBIT A - Amendment 1
SPECIAL PROVISIONS

Sub-Grant Total	$29,339
Funding Percentage	100%
Federal Award Agency	Federal Emergency Management Agency, Grants Program Directorate
Award Title & #	2025 Homeland Security Grant Program – EMW-2025-SS-05037
Grant Project Title	SWAT/SOU specific equipment
Period of Performance	Date of G&C Approval through August 31, 2028
Budget Period	Date of G&C Approval through August 31, 2028
ALN #	ALN# 97.067
Sub-Applicant UEI #	CNSJJ8B31T48

1. Grant expenses must be incurred and paid prior to August 31, 2028. All grant reimbursement requests must be submitted prior to October 15, 2028. Only expenses approved as outlined in Exhibit C may be reimbursed. Reimbursement requests shall meet all requirements in the DHS Terms and Conditions and Special Conditions.

2. "The Grantee" shall maintain financial records, supporting documents, and all other pertinent records for a period of 7 years from the last GAN.

3. Per 2 CFR 200 and Subpart F, the organization must submit its most recent audit each fiscal year to be subject to a risk assessment testing for fiscal practices and capabilities.

4. Per 2 CFR 200 and Subpart F, Non-Federal entities that expend $1,000,000 or more in federal funds (from all sources including pass-through sub recipient) in the organizational fiscal year shall have a single organization-wide audit conducted and submitted to Grants Management Bureau.

5. ***Equipment:*** The subrecipient agrees that, when practicable, any equipment purchased with grant funding shall be prominently marked as follows: "Purchased with funds provided by the U.S. Department of Homeland Security and the NH Department of Safety - Grants Management Bureau." Additionally, when practicable, any equipment purchased with funding under this agreement shall bear on it the logos of the NH Department of Safety - Grants Management Bureau and U.S. Department of Homeland Security.

EXHIBIT B - Amendment 1
SCOPE OF SERVICES

1. The Department of Safety, (hereinafter referred to as “the State”) is awarding the Manchester Police Department (hereinafter referred to as “the Grantee”) $29,339 for the purpose of local first responders statewide for executing anti-terrorism linked eligible training, exercises and procuring eligible equipment.

2. “The Grantee” agrees that the project grant period ends August 31, 2028, and that all expenses must be incurred and paid prior to this date and reimbursement requests submitted to the Department of Safety, Grants Management Bureau, prior to October 15, 2028.

3. “The Grantee” agrees to comply with all applicable federal and state laws, rules, regulations, and requirements.

4. “The Grantee” is responsible for the overall direction and assignment of all 2025 Homeland Security grant.

EXHIBIT C – Amendment 1
GRANT AMOUNT AND METHOD OF PAYMENT

1. Grant Amount: $29,339

2. Payment Schedule

    a. "The Grantee" agrees that the total payment by "the State" under this grant agreement shall be up to $29,339

    b. "The State" shall reimburse up to $29,339 to "the Grantee" upon "the State" receiving appropriate documentation of expended funds (i.e: copies invoices and proof of payment). This includes, among other requirements, that costs must be incurred and products and services must be delivered within the budget period.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Police Grant Coordinator to apply for 24 clip-on thermal imagers on behalf of the twelve New Hampshire SWAT Teams through the FY26 Homeland Security Grant Program be approved.
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

July 16, 2026

To: Alderman Burkush, Chairman, Community Improvement Program (CIP) Committee

From: Whitney Dade, Grant Coordinator

Re: FY26 Homeland Security Grant Program

The Manchester Police Department respectfully requests authorization to apply for twenty-four (24) clip-on thermal imagers (COTIs) on behalf of the twelve (12) New Hampshire SWAT Teams under the FY26 Homeland Security Grant Program. This funding supports the implementation of the National Preparedness System (NPS) by supporting the building, sustainment, and delivery of core capabilities essential to achieving the National Preparedness Goal (NPG).

The anticipated performance period for this grant is September 1, 2026 through August 31, 2029.

If funded, the state grant agreement package, including all award terms and conditions will be forwarded to the CIP Committee and subsequently to the Board of Mayor and Aldermen for review and approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Police Grant Coordinator to apply for funding through the FY26 Homeland Security Grant Program - Information & Analysis Center Intelligence Liaison Officer Program be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

June 26, 2026

To: Alderman Burkush, Chairman, Community Improvement Program (CIP) Committee

From: Whitney Dade, Grant Coordinator

Re: FY26 Homeland Security Grant Program - Information & Analysis Center Intelligence Liaison Officer Program

The Manchester Police Department respectfully requests authorization to apply for the FY26 Homeland Security Grant Program - Information & Analysis Center Intelligence Liaison Officer Program. This funding is utilized for the continuation of the Intelligence Liaison Officer Program to support the information sharing activities of the New Hampshire Information and Analysis Center (NHIAC).

The anticipated performance period for this grant is September 1, 2026 through August 31, 2029.

The FY26 allocation summary is as follows:

Manchester	$45,000.00

Upon receipt of the state grant agreement package, including all award terms and conditions, the documentation will be forwarded to the CIP Committee and subsequently to the Board of Mayor and Aldermen for review and approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

2026 NH Department of Safety, Information & Analysis Center Intelligence Liaison Officer Program

VERSION 1.1

INSTRUCTIONS

State of New Hampshire
DEPARTMENT OF SAFETY
JAMES H. HAYES BUILDING
33 HAZEN DRIVE
CONCORD, NEW HAMPSHIRE 03305
603-271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

2026 New Hampshire Department of Safety, Information & Analysis Center Intelligence Liaison Officer Program ALN #97.067

ALL APPLICATIONS ARE DUE JULY 10, 2026 BY 4:00 P.M

Team allocations- up to $45,000 each

PROGRAM INTRODUCTION

Introduction

The *National Strategy for Information Sharing* (October 2007) emphasizes the importance of fusion centers in facilitating the exchange of threat-related information between the federal government and state and local governments. The National Strategy states that "many states and major urban areas have established information fusion centers to coordinate the gathering, analysis, and dissemination of law enforcement, homeland security, public safety, and terrorism information". The National Strategy states that fusion centers "... will serve as the primary focal points within the State and local environment for the receipt and sharing of terrorism-related information". In 2008, Congress passed the Implementing the Recommendations of the 9/11 Commission Act, which amended the Homeland Security Act of 2002 by adding Section 210A (State, Local, and Regional Fusion Center Initiative), which requires the Secretary of Homeland Security to share threat-related information with states through fusion centers.

An **Intelligence Liaison Officer (ILO) program** is a vital component of an information and intelligence sharing network. ILOs will serve as the primary conduits for gathering relevant unevaluated information concerning homeland security threats, such as terrorism, as well as other specified precursor crimes. ILOs will also serve as the primary means to disseminate finished intelligence, criminal bulletins, indications and warnings, and other products from the Department of Homeland Security (DHS), the Federal Bureau of Investigation (FBI), and state agencies.

Benefits/Anticipated Outcomes

1. Improve information exchange of threat-related information between local agencies and the NHIAC.
2. Effective information exchange in a manner that respects and protects privacy and civil rights and civil liberties.

NH's DHS approved Investment for LETPP/SHSP funded local enhancements is "Intelligence Analysis and Production - Information and Analysis Center Development". All LETPP/SHSP funds awarded must be in line with this investment and/or the National Preparedness Goal and Core Capabilities listed below.

The LETPA/SHSP investment supports the National Preparedness Goal. The Goal is "a secure and resilient Nation with the capabilities required across the whole community to prevent, protect against, mitigate, respond to, and recover from the threats and hazards that pose the greatest risk". The LETPA/SHSP investment supports the Core Capability: Intelligence and Information Sharing. To support, sustain, and deliver this core capability, the LETPA/SHSP investment will use the following component of the National Preparedness System: Identifying and Assessing Risk.

Per DHS HSGP Program Guidance, Priority Three states "Fusion centers contribute to the Information Sharing Environment through their role in receiving threat information from the Federal government; analyzing that information in the context of their local environment; disseminating that information to local agencies; and gathering tips, leads, and SAR initiatives from local agencies and the public. Enhancing and sustaining these capabilities across the National Network of Fusion Centers (National Network) helps to empower law enforcement, fire service/emergency medical services (EMS), emergency management, public health and other public safety and homeland security personnel by helping them understand local implications of national intelligence, thus enabling them to better protect their communities".

NH's goal focuses on a prevention, collaboration, and core capability model:

- True Information Sharing
- Intelligence and Information Sharing
- Training Local and State Analysts
- Gaining understanding of the "Intelligence Model" through collaborative education and training

PROGRAM REQUIREMENTS

Purpose

To establish an effective Intelligence Liaison Officer (ILO) Program to support the information sharing activities of the New Hampshire Information and Analysis Center (NHIAC) in order to gather and disseminate threat-related information while ensuring privacy and civil rights and civil liberties are respected and *protected.*

Per the DHS Grant Preparedness Manual: State and major Urban Area fusion centers receiving SHSP or UASI grant funds will be evaluated based on compliance with the guidance and requirements for the National Network as set forth by DHS Intelligence and Analysis (I&A) through the annual Fusion Center Assessment.

ILO Program Description

The NHIAC ILO Program will be a multi-phased, multi-tiered, and eventually multidiscipline, information exchange program. The program will initially consist of targeted cities and towns selected for some unique aspect. For example, Portsmouth is a port/coastal town which experiences US Naval vessel and foreign merchant vessel visits. Enclosure (1) includes the list of cities and towns envisioned as the initial ILO participants. The ILO program will initially focus on only law enforcement, but will later expand to include fire and emergency response, health, and others. ILO participants will be trained on topics such as terrorism indicators, NHIAC operations (information sharing), and privacy policy compliance (28 CFR Part 23). ILOs will be categorized based on their interaction with the NHIAC.

1. Tier I ILO. Tier I ILOs will serve as the primary conduit for information exchange between their respective department and the NHIAC. They will gather unevaluated information related to homeland security threats and specified precursor criminal activity and forward such information to the NHIAC. Tier I ILO's will also receive finished intelligence from the NHIAC and brief such products at their respective departments when necessary. Tier I ILOs will not be expected to physically locate at or work from the NHIAC. On occasion, they will be asked to attend refresher training for ILOs.
2. Tier II ILO. Tier II ILOs will serve on a part-time basis at the NHIAC in order to facilitate information sharing exchange between *their specific department* and the NHIAC. Tier II ILOs will serve according to a specific requirement(s) of their departments, for example, an on-going investigation. Tier II ILOs will receive additional training related to NHIAC requirements, for example, security procedures of the NHIAC. Depending on the nature of the Tier II ILOs involvement with the NHIAC, they may qualify for a request for a security clearance up to the SECRET-level.
3. Tier III ILO. Tier III ILOs will serve on a temporary duty, full-time basis at the NHIAC. Tier III ILOs will serve the needs of all agencies within their discipline, i.e. law enforcement, fire emergency, health, etc. Depending on the length of their assignment, some Tier III ILOs *may* qualify for a security clearance up to SECRET-level. Tier III ILOs will also receive additional training related to NHIAC requirements and their specified duties.

Tier I, II, and III ILOs will be expected to:

1. Receive and Disseminate NHIAC, DHS, FBI, and other official, controlled intelligence products to officials within their respective departments;
2. Provide briefing to officials within their departments on emerging terrorism threats and terrorism tactics, techniques, and procedures, to include criminal precursor activities;
3. Identify and Gather unevaluated data (information) related to homeland security threats, primarily terrorism (which includes possible terrorist precursor activities (surveillance, credit card fraud and other financing activities, to name a few);
4. Attend periodic training sponsored by DHS, FBI, and the NHIAC related to identifying and reporting homeland security threats (to include precursor activities);
5. (Tier III ILO) If selected, serve a rotational assignment to the NHIAC representing all local agencies in order to facilitate homeland security threat information sharing between the NHIAC and participating local agencies.

Authorized Program Expenditures

Only pre-approved costs will be reimbursed to a local agency. Grant award documents will be issued upon approval by the Grants Management Bureau and the NH State Police IAC Co-Director. The categories of reimbursement for grant purposes are as follows:

ILO reimbursement:

Reimbursement through the DHS grant for officers/department members acting in the capacity of ILOs.

(Tier I) ILOs will consist of 1-2 department members who will be provided with a minimum of 8 hours of training to include:

- Civil Rights / Civil Liberties - NHIAC Privacy Policy Training
- Suspicious Activity Reporting (SAR)
- NHIAC Dissemination Policy
- Terrorism / All-Crimes - All-Hazard awareness updates from JTTF and NHIAC staff.
    - This training will be conducted at regional information sharing meetings. The time will not be reimbursed.

(Tier II) ILOs will consist of approximately 10 from each county.

- In addition to the Tier I training, they will be provided with 16 hours of reimbursed State and Local Anti-Terrorism Training (SLATT)
- SLATT provides specialized terrorism/extremism orientation, interdiction, investigation, counter-surveillance, and prevention training for law enforcement officials. Training will provide a multi-tiered awareness to implement intelligence-led policing and the development and sharing of information.

(Tier III) ILOs OT/backfill will be reimbursed by Grant for time worked at the IAC (see limitations outlined on the OT/Backfill form).

Need:

- Reimbursement request on Agency letterhead
- Signed payroll confirmation
- Signed Overtime Backfill form
- Monthly activity sheet - signed by NHIAC
- Mileage will NOT be reimbursed

ILOs will consist of no more than three (3) local or county officers / department members at a given time who work within the NHIAC on detached duty for up to 120 days per year each. This time does not have to be consecutive days, however, the department must make a commitment of at least four days per month.

Organization

Backfill/Overtime costs for the region's Intelligence POC to participate in information, investigative and intelligence sharing activities specifically related to homeland security. Specifically, to work in and/or with the State's IAC. This includes only DHS/DOS approved activities as outlined in Grant Award documents.

Training

LETPA/SHSP funds will be used to train each region's Intelligence Analyst. Backfill/Overtime costs for the ILO POC to participate in training offered in concert with IAC activities and development (training and education will be a mandatory component of the grant).

APPLICATION SUBMISSION

Carefully review your application and required attachments for completeness prior to submission.

For questions about this application, please contact the Grants Management Bureau at (603) 271-7663.

Begin Form Entry

Print Blank Form

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Community Improvement respectfully recommends, after due and careful consideration, that the request from the Police Grant Coordinator to apply for funding through the FY26 Homeland Security Grant Program - New Hampshire Tactical Officer Association be approved.

(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Chief of Police
Peter A. Marr

Assistant Chief
Kenneth Loui

Commission
John G. Cronin, *Chairman*
Eva Castillo
John Mercier
Paul Harrington
Martha Edgar

CITY OF MANCHESTER

Police Department

June 26, 2026

To: Alderman Burkush, Chairman, Community Improvement Program (CIP) Committee
From: Whitney Dade, Grant Coordinator

Re: FY26 Homeland Security Grant Program - NHTOA Team Allocation

The Manchester Police Department respectfully requests authorization to apply for the FY26 Homeland Security Grant Program – New Hampshire Tactical Officer Association (NHTOA) Allocation. This funding provides support for equipment procurement as allowable under the twenty one (21) prevention, protection, response, and recovery categories and equipment standards identified within the Authorized Equipment List (AEL). As the designated fiscal agent, the Manchester Police Department will submit the application on behalf of the Manchester Tactical Officer Association (MTOA).

The anticipated performance period for this grant is September 1, 2026 through August 31, 2029.

The FY26 allocation summary is as follows:

Manchester	$23,734.00

Upon receipt of the state grant agreement package, including all award terms and conditions, the documentation will be forwarded to the CIP Committee and subsequently to the Board of Mayor and Aldermen for review and approval.

Sincerely,

Whitney Dade

Whitney Dade
Grant Coordinator

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

A NATIONALLY ACCREDITED LAW ENFORCEMENT AGENCY

2026 Homeland Security NHTOA Team Allocation

VERSION 1.0

INSTRUCTIONS

State of New Hampshire
DEPARTMENT OF SAFETY
JAMES H. HAYES BUILDING
33 HAZEN DRIVE
CONCORD, NEW HAMPSHIRE 03305
603-271-2791

EDDIE EDWARDS
ASSISTANT COMMISSIONER

ROBERT L. QUINN
COMMISSIONER

STEVEN R. LAVOIE
ASSISTANT COMMISSIONER

2026 New Hampshire Department of Safety, State Homeland Security NHTOA Team Allocation CFDA #97.067

ALL APPLICATIONS ARE DUE JULY 10, 2026 BY 4:00 P.M.

TEAM ALLOCATIONS

FREQUENTLY ASKED QUESTIONS

? *How will my application be scored?*

CONTACT INFORMATION

Contact

New Hampshire
Department of Safety
Grants Management
Bureau
James H. Hayes
Safety Building
33 Hazen Drive
Concord, NH 03305

CONTACTS

Tel
:

Belknap Regional SOG	$21,361.00
Northern NH ERT	$ 8,703.00
Central NH SOU	$31,646.00
Keene PD Tactical Team	$10,285.00
Manchester SWAT	$23,734.00
Monadnock Regional SRT	$ 9,493.00
Nashua SWAT	$23,734.00
Rockingham Cty Warrant Entry Team	$ 6,329.00
Seacoast ERT	$22,152.00
Southern NH SOU	$62,500.00
Strafford Cty	$30,063.00

603-271-7663

Speech/Hearing Impaired TDD Access Relay NH
:
800-735-2964

PROGRAM OBJECTIVES

This application is specifically for the State Homeland Security Grant Program, NHTOA Team Allocation. This application is for local eligible entities. There is a suite of DHS grant programs that provide funding to state, local, tribal, and territorial governments, as well as transportation authorities, nonprofit organizations, and the private sector, to improve the nation's readiness in preventing, protecting against, responding to, recovering from and mitigating terrorist attacks, major disasters and other emergencies. This grant reflects the Department's focus on funding for programs that address our nation's immediate security needs and ensure public safety in our communities.

Program Requirements

Use of SHSP funds must be consistent with and supportive of implementation of the State Homeland Security Strategy.

The following must be submitted in order for you to be considered for an award

- NIMS Compliance:

Per the 2026 Homeland Security Funding Opportunity Announcement, grantees receiving HSGP funding are required to implement the National Incident Management System (NIMS). The NIMS uses a systematic approach to integrate the best existing processes and methods into a unified national framework for incident management. Incident management refers to how incidents are managed across all homeland security activities, including prevention, protection, and response, mitigation, and recovery. FY 2026 grantees must utilize standardized resource management concepts such as inventorying, organizing, and tracking resources that facilitate the identification, dispatch, deployment, and recovery of their resources.

Authorized Program Expenditures

Equipment:

1. The 21 allowable prevention, protection, response, and recovery equipment categories and equipment standards for FY 2023 HSGP are listed on the web-based version of the Authorized Equipment List (AEL) at https://www.fema.gov/authorized-equipment-list

- Equipment requests and projects must align with the State Homeland Security Strategy (SHSS), specific 32 Core Capabilities and National Priorities.
- Generators, communications towers and/or antennas, have limited or no alignment with the NH State Strategy and Investment Justifications (IJs) as approved in the 2026 State Homeland Security Grant (SHSP) application at this time. It is recommended that these projects not be pursued via this application process in FFY 2026, as they are unlikely to be eligible for funding. Please contact GMB for details.

State Strategy Alignment (SHSS)

The NH State Strategy was updated in 2014 and expanded to include a wider reach into First Responder mission areas and is approved to support the preparedness, prevention, protection, and recovery needs of NH's primary first responders. The SHSS determined the overall homeland security goals of the State:

1. Prevention
2. Protection
3. Mitigation
4. Response
5. Recovery.

These goals align with one or more of the five Mission Areas. The revised State Homeland Security Strategy is available for download on our website at 2026 Homeland Security Grant (nh.gov) .

SHSP applications must align with investment justifications. They may also have secondary alignment with the Core Capabilities, specifically:

1. Screening, Search and Detection
2. Threats and Hazard Identification
3. Environmental Response/Health and Safety
4. Mass Search and Rescue Operations
5. Long-Term Vulnerability Reduction
6. Situational Assessment

APPLICATION SUBMISSION

Carefully review your application and required attachments for completeness prior to submission.

For questions about this application, please contact the Grants Management Bureau at (603) 271-7663.

Begin Form Entry

Print Blank Form

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that Ordinance Amendment:

"Amending Chapter 70: Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester by amending Section 70.44 Division Established hereby placing the Parking Division within the Manchester Police Department."

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

Respectfully submitted,

Clerk of Committee

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Six

AN ORDINANCE

"Amending Chapter 70: Motor Vehicles and Traffic of the Code of Ordinances of the City of Manchester by amending Section 70.44 Division Established hereby placing the Parking Division within the Manchester Police Department."

Be it Ordained, by the Board of Mayor and Aldermen of the City of Manchester, as follows:

I**.** Amend the Code of Ordinances by adding new language as bolded (**bold**) and deleting existing language as stricken (~~—~~). Portions of the following sections that remain unchanged appear in regular type.

PARKING OPERATIONS

§ 70.44 DIVISION ESTABLISHED.

Parking Management and Operations is hereby established as a division within the ~~Economic Development Office~~ **Police Department**.

II. This ordinance shall take effect upon its passage.

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Public Safety, Health & Traffic respectfully recommends, after due and careful consideration, that the following traffic regulations be approved:

NO PARKING ANYTIME
On Pearl Street, south side, from a point 80 feet west of Walnut Street to Union Street east back
Alderman Fajardo
On Wilson Street, west side, from Laurel Street to a point 50 feet south
Alderman Bonilla
On Belmont Street, west side, from Spruce Street to Massabesic Street
Alderman Bonilla
RESCIND NO PARKING - LOADING ZONE
On Belmont Street, west side, from Spruce Street to Massabesic Street (ORD 2662)
Alderman Bonilla
(Unanimous vote)

Respectfully submitted,

Clerk of Committee

Requested Changes to the Traffic Ordinance

Attn: Committee on Public Safety, Health and Traffic

From: Department of Public Works, Kristen Clarke, PE, PTOE

Date: July 27, 2026

Subject: August Agenda Request

No Parking Anytime

On Pearl Street, south side, from a point 80 west of Walnut Street to Union Street east back
Alderman Fajardo

On Wilson Street, west side, from Laurel Street to a point 50 feet south
Alderman Bonilla

Requested Changes to the Traffic Ordinance

Attn: Committee on Public Safety, Health and Traffic

From: Department of Public Works, Kristen Clarke, PE, PTOE

Date: July 30, 2026

Subject: August Agenda Request - Addendum

No Parking Anytime
On Belmont Street, west side, from Spruce Street to Massabesic Street
Alderman Bonilla

Rescind No Parking – Loading Zone
On Belmont Street, west side, from Spruce Street to Massabesic Street (ORD 2662)
Alderman Bonilla

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Joint School Buildings respectfully advises, after due and careful consideration, that the Manchester School District Priority I status and financial report for the period ending July 2026 submitted by LeftField has been accepted.
(Unanimous vote with the exception of Alderman Thomas and School Committee Member Hamer who were absent)

Respectfully submitted,

Clerk of Committee

MANCHESTER PRIORITY ONE PROJECTS

OPM Monthly Project Report

Period Ending July 2026

Prepared for:

Joint School Buildings Committee

Prepared by:

LeftField

Priority One Projects - Progress Graph Summary

Priority One Projects	Project Phase					
	Programming	Design	CM Procured	Bidding	Construction	Closeout
Modulars	100%	100%	100%	100%	100%	100%
Beech	100%	100%	100%	95%	5%	0%
McLaughlin	100%	100%	100%	100%	90%	0%
Hillside	100%	100%	100%	100%	75%	0%
Parkside	95%	100%	100%	100%	30%	0%
Southside	95%	100%	100%	100%	30%	0%

I. EXECUTIVE SUMMARY

Leftfield was officially engaged on February 20, 2024, and has since immersed itself in the Priority One projects, focusing on gaining institutional knowledge of the pre-existing Priority One schedule, budget, and documentation. That said, LeftField has been actively refining the budget and schedule to establish a LeftField project standard, which is attached to this report. Please note that while the overall budget of 306 million will not change, there will be budgetary reclassifications of costs within individual projects. Additionally, LeftField has developed a series of individual project schedules for each of the six Priority One projects, which are also attached to this report. Similarly to the budget, the schedules are subject to change.

July Recap:

Modulars: The modular units have been occupied and serving the District since the start of the 2024/2025 school year. The punch list is 99% complete. Limited deficiencies have been added and completed during the December break. The power issues at the modulars have been investigated and resolved. HVAC issues have been investigated by a third-party entity as well as Leftfield's in-house HVAC expert. Installed ductwork has been augmented and increased, DDC (direct digital controls) have been installed, ERVs (energy recovery ventilator) will be installed in the summer, and the entire system will be balanced. Due to the lead time associated with the ERV's and the installation of said ERV's, the rework of the HVAC system will be complete during the summer months. ERVs are being scheduled to ship to Manchester and installation is being coordinated with the schools' schedules and summer vacation. ERV installation has commenced. The warranty review walk was held with the architect and repair requests have been submitted to Triumph Modular. ERV installation completed in September. Balancing of the HVAC units completed in October. Warranty repair work is ongoing with flooring and ceiling tile work being addressed on weekends and school vacations. Architect warranty review to be completed early February. The Warranty Walk was completed, and a deficiency letter has been issued. Contract closeout is ongoing. **The future plan for the various modulars will be updated for review.**

Group 1:

Early bid documents and bids were received for early scopes of work. As of April 1, Consigli mobilized on the Hillside and McLaughlin project sites. OALs for steel, sitework, windows, and concrete have been approved. Future activities will commence based on the timing of the approval of roofing and MEPS trades. 100% construction documents were issued and a GMP (Guarantee Maximum Price) proposal was submitted by Consigli on May 27th. Groundbreaking ceremonies are scheduled for Hillside June 12th and

McLaughlin June 13th. Groundbreaking ceremonies were held at both Group 1 schools. A supplemental GMP Package was issued by Consigli, and subcontractor procurement has continued. Consigli has continued with subcontractor procurement and final GMP has been executed. Sitework, concrete, roofing, demolition and limited electrical work are ongoing at McLaughlin Middle School. Foundation work completed on both jobs. Roofing work is ongoing and will continue as weather allows. Sitework is continuing. Steel erection had their topping off ceremonies and have progress to decking and detailing. Under slab utility work is ongoing. The building wraps are ongoing and slabs on grade and decks are scheduled for February. Slabs have been poured at both Group 1 schools allowing framing and MEPS work to begin in the additions. Envelope and interior construction continue on both projects. All trade work is underway, and both projects are on budget and on schedule. Commissioning is ongoing as MEPS work as work progresses. McLaughlin is scheduled to complete with occupancy for the Fall 2026 Semester. Hillside addition completes in December 2026, and the renovation work completes with occupancy for the Fall 2027 Semester. Move planning is ongoing with the 1st move occurring on 6/19/26 at all middle schools. FF&E and Technology procurement is progressing as well as coordination of building access requirements. **Hillside addition and renovation work continues with the first phase of renovation wrapping up for occupancy at the end of August in time for the school session to begin on September 3rd. McLaughlin will complete both the renovation and addition for occupancy and use for this fall semester.**

<u>Group 2:</u>

Southside and Parkside Middle Schools 75% Construction Drawings were issued on August 15th and August 18th. Estimates and reconciliations were completed, and the projects are on budget. Early bid packages were developed and awards for sitework, concrete and steel have been made. Soil testing has been completed and the AOT permitting is in process and on schedule. AOT permits have been received for both projects. Harvey Construction has mobilized both projects and sitework is beginning. The clerk of the work has been appointed and is on site. 90% construction drawings were issued and estimated. 100% Drawings are on schedule for December 10th and 12th. Sitework is ongoing at both sites and liquefaction work is ongoing at Parkside. Groundbreaking ceremonies were held at both sites. Site work has started at both sites. 100% CDs were issued for both Group 2 Projects. Bidding is ongoing and submission of the GMP draft was completed on January 26th. The GMP Submission Schedule Review Meeting with the District was held on January 28th. Sitework, ledge removal, and foundation work are ongoing. Material and shop drawing submittals and reviews are ongoing. Sitework and Concrete / foundation work continues at both schools. GMPs were executed with Harvey Construction. Steel topping off was achieved in April on both projects. Steel detailing has continued. Slab pours are ongoing as is rough-in trade work

with the installation of hangers. Exterior framing and rough in work are ongoing. Move planning is ongoing with the 1st move occurring on 6/19/26 at all middle schools. FF&E and Technology procurement is progressing as well as coordination of building access requirements. **Both schools will complete their first phases of renovation in time for use this fall semester. The work on the additions continues.**

Beech:

Programing refinement with the District has continued. Coordination with City resources and departments has also continued. It is anticipated that the Beech project will commence in early 2026, with work related to ground improvements and relocation of the existing S-E Park basketball court to the existing Beech Street School basketball court. The design development estimate was reconciled, and the project is on budget. Scope refinement continues and the project advanced to the Construction Documents Phase. 75% CDs have been issued, and the reconciliation was completed in October. The project is on budget. Soils investigation is complete, and mitigation measures are being reviewed. AOT application submission coordination is ongoing. 100% Construction Documents were issued on January 30, 2026. Design coordination meetings with the District are ongoing. A traffic review has been completed with the City Traffic Department. Proposed improvements will require approval from the Traffic Committee and BOMA. The AoT permit application has been submitted, state review comments have been addressed, and permit issuance is anticipated in the next few days. Pile design is being revisited as a potential cost-saving opportunity based on input from the pile subcontractor. GMP was executed with Harvey Construction. Harvey has mobilized to the project and soils delineation has continued. The OPM Site Representative is scheduled to start on site at the beginning of May. The soil remediation report was submitted to NHDES and additional investigative work has been completed. Site improvement work has started. **Site improvement work continues with excavation and installation of piles.**

For further details, please refer to the additional project information provided in the various sections of this report.

II. PROJECT PROCUREMENT

Please refer to earlier monthly reports for Procurement related to the Architect/Engineer, Owner Project Manager, and CM procurement related to the Modular project.

• Group 1 – Hillside and McLaughlin [Consigli Construction]

The CM contract has been executed with Consigli Construction. Procurement has

completed on both Group 1 projects.

• Group 2 – Parkside & Southside [Harvey Construction]
The final CM contract has been executed with Harvey Construction.
Early procurement packages have been executed for sitework, concrete and structural steel. Procurement is approximately 20% complete. The 100% CDs were issued, and early trades are being reviewed and submitted for early awards. GMP draft was submitted on January 26th. GMP has been executed for both projects. **Subcontractor procurement is ongoing.**

• CM Procurement for the Beech School [Harvey Construction]
Harvey has been re-engaged for contract discussions following the approval of the building siting through the Board of Mayor and Aldermen. The Beech project contract dates have been provided, and the CM draft contract has been finalized. The CM contract has been executed. Early RTAs for piles and drilled shafts, foundations, and structural steel have been executed. The Site RTA was executed. Beech GMP has been executed. **Subcontractor procurement is ongoing.**

• Priority One Website [Cookson Communication]
The website is functioning as planned and updates are being managed per the contract.

• Material Testing Agency procurement RFP was posted on March 19th with proposals delivered April 9th. The vendor proposals were evaluated by a comparative matrix and the service contract has been awarded to Miller Engineering. Miller Engineering is providing services on both the Group 1 and Group 2 Projects.

III. PROJECT ACTIVITIES COMPLETED DURING JULY 2026

The following meetings/ Project activities occurred in JULY 2026. Please note that due to the amount of communication, not all activities may be listed below:

• 7-1 Hillside OAC Weekly Meeting
Beech OAC Weekly Meeting
Weekly Project Meeting
McLaughlin Commissioning Meeting
Change Management Meeting
Commissary Kitchen Meeting
• 7-2 McLaughlin Hillside OAC Weekly Meeting
• 7-3 FF&E Weekly Meeting

- 7-6 McLaughlin WB Mason Walk
  McLaughlin Tel/Data Coordination Meeting
  Manchester Regroup
  SMMA Check-in
  Manchester Monthly Budget Review
- 7-7 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 7-8 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  Weekly Project Meeting
  McLaughlin Commissioning Meeting
  McLaughlin RFI 197 Steel Review
  Change Management Review
- 7-9 McLaughlin OAC Weekly Meeting
- 7-10 FF&E Weekly Meeting
- 7-13 Manchester Regroup
  SMMA Check-in
- 7-14 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 7-15 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  McLaughlin Commissioning Meeting
- 7-16 McLaughlin OAC Weekly Meeting
- 7-17 FF&E Weekly Meeting
- 7-20 Manchester Regroup
  SMMA Check-in
- 7-21 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 7-22 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  Weekly Project Meeting
  McLaughlin Commissioning Meeting
  Change Management Review
- 7-23 McLaughlin OAC Weekly Meeting
- 7-24 Technology Weekly Meeting
  FF&E Weekly Meeting
  Hillside RFI 372 – Review Meeting

- 7-27 Manchester Regroup
  SMMA Check-in
- 7-28 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
  Group 1 Requisition Review
- 7-29 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  Weekly Project Meeting
  McLaughlin Commissioning Meeting
  Move Management Meeting
  Change Management Review
- 7-30 McLaughlin OAC Weekly Meeting
- 7-31 Technology Weekly Meeting
  FF&E Weekly Meeting

- July Continued weekly meetings for Beech
- July Continued weekly Group1 and 2 OAC Meetings
- July Continued G2 MEPFP Coordination Meetings
- July Continued Group 2 and Beech Procurement

IV. ACTIVITIES PLANNED FOR AUGUST 2026

The following meetings/ activities are planned for AUGUST 2026:

- 8-3 Weekly Regroup
  Designer Check-in
  Monthly Budget Review
- 8-4 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
  Move Management Meeting
- 8-5 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  Weekly Project Meeting
  McLaughlin Commissioning Meeting
  Move Management Meeting
  Change Management Review
  New England Partition Quality Pre-Op
- 8-6 McLaughlin OAC Weekly Meeting

- 8-7 Tech Procurement Meeting
  FF&E Weekly Meeting
- 8-10 Weekly Regroup
  Designer Check-in
- 8-11 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 8-12 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  McLaughlin Room Assignments and Capacity Review
  Weekly Project Meeting
- 8-13 McLaughlin OAC Weekly Meeting
  CM Touch Base
- 8-14 Tech Procurement Meeting
  FF&E Weekly Meeting
  Cost Management Meeting
- 8-17 Weekly Regroup
  Designer Check-in
- 8-18 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 8-19 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  McLaughlin Room Assignments and Capacity Review
  Weekly Project Meeting
- 8-20 McLaughlin OAC Weekly Meeting
  CM Touch Base
- 8-21 Tech Procurement Meeting
  FF&E Weekly Meeting
  Cost Management Meeting
  Cost Management Meeting
- 8-24 Weekly Regroup
  Designer Check-in
- 8-25 Southside OAC Weekly Meeting
  Parkside OAC Weekly Meeting
  Group 1 CM Cost Management Meeting
- 8-26 Hillside OAC Weekly Meeting
  Beech OAC Weekly Meeting
  McLaughlin Room Assignments and Capacity Review
  Weekly Project Meeting

Occupancy Permit in all schools
- 8-27 Teachers are back in schools
  McLaughlin OAC Weekly Meeting
  CM Touch Base
- 8-28 Tech Procurement Meeting
  FF&E Weekly Meeting
  Cost Management Meeting
- 8-31 Weekly Regroup
  Designer Check-in

- August Continued weekly meetings for Beech
- August Continued weekly Group1 and 2 OAC Meetings
- August Continued G2 MEPFP Coordination Meetings
- August Continued Group 2 and Beech Procurement

Please note that additional activities and meetings will occur that have not been scheduled as of the issuance of this report. In addition, the above meetings are subject to change.

V. PROJECT BUDGET & INVOICING

LeftField has been forwarded the $306M budget, which was previously established before LeftField's engagement. LeftField has developed and implemented the 306-million-dollar budget into a LeftField-formatted standard. A summary of all six projects and individual project budgets can be found in Attachment A of this report. **Please note that the overall $306 million dollar budget is subject to adjustment between all 6 projects based on many factors such as final expenditures on completed projects, buyout of scope with ongoing projects, and adjustment of misc. costs and contingencies values.**

The recommended invoice approval process developed by LeftField and the District is working effectively, and billing and payment cycles have occurred to date. All invoices continue to be sent to LeftField and reviewed by the appropriate project team members. The contractor payment requisition is being reviewed by LeftField and SMMA and certified for payment by SMMA. LeftField has codified all invoices into a batch/ log with associated backup. The invoice log with backup is being signed as 'recommended for payment' by LeftField and issued to the District CFO and the Superintendent of Schools for signature. The CFO will then process payment accordingly based on the current schedule of Finance Warrant signing dates. **The invoice payment log for the period ending July 2026 is scheduled for District approval on August 7th and payment approval on August 13th, with the payment check date for August 14th. Due to the timing of the**

meeting the draft invoice payment log is included as Attachment B [the invoice log] for reference.

VI. PROJECT SCHEDULE & BUDGET DETAIL

LeftField has been developing the existing schedule. LeftField has transferred the received schedule into a LeftField-formatted schedule. A detailed schedule of all six project schedules can be found in Attachment C to this report. Please note that the individual schedules are subject to change based on many factors, such as the progress of design documents, the timing of construction commencement to align with or avoid winter condition cost (cost avoidance), and phasing approaches for each project.

MODULARS

LeftField has been developing the existing schedule. LeftField has transferred the received schedule into a LeftField-formatted schedule. A detailed schedule of all six project schedules can be found in Attachment C to this report. Please note that the individual schedules are subject to change based on many factors, such as the progress of design documents, the timing of construction commencement to align with or avoid winter condition cost (cost avoidance), and phasing approaches for each project. MODULARS HVAC system shortfalls have been investigated by a third party, and LeftField's HVAC expert. HVAC systems have been reworked to achieve the required heating and cooling. Additional ductwork, diffusers, returns, enhanced controls and ERVs are being installed to create the proper airflow and energy recovery for heating and cooling. ERV installations began on April 28th and will continue into the summer. Updated thermostats will also be installed at this time. The latest shipment of ERVs has been received and installation is ongoing. Internet connections and Wi-Fi have been completed. All modular phone infrastructure is complete, and the district is coordinating the IP phone system via a district-wide upgrade. Triumph Modular has been requested to complete some warranty repairs. These repairs are being scheduled. Some of the flooring repairs will be scheduled during school vacations as was done last school year. ERV installations and balancing are completed. Warranty work is completed. **Contract closeout is ongoing.**

GROUP 1 – HILLSIDE & MCLAUGHLIN

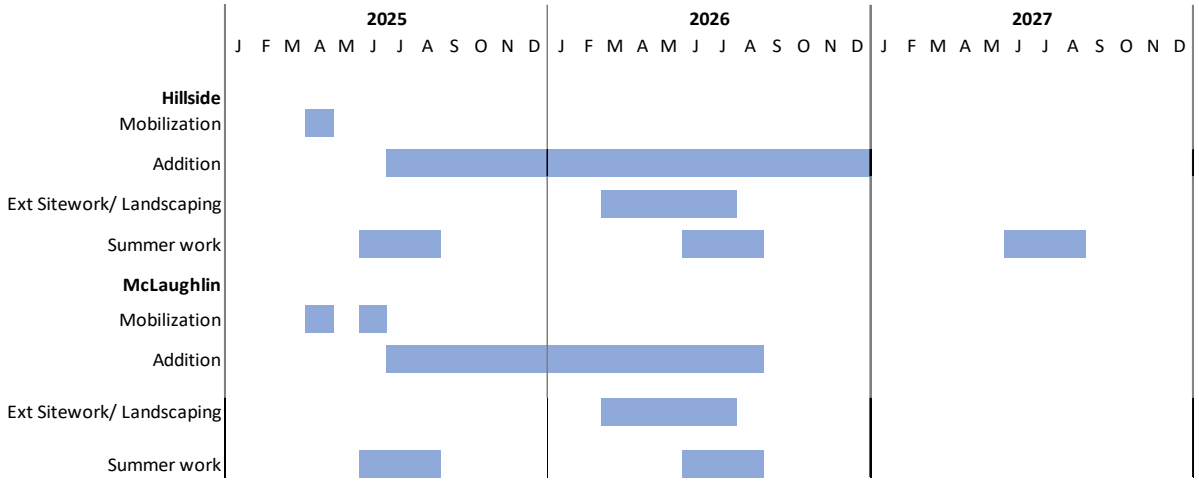
Early bid documents were issued for early release scopes of work for sitework, steel, concrete, windows, and temporary fencing. Bids were received for said scopes of work. Various de-scope meetings were also held for these early release scopes of work. Various OAL [Owner Approval Letters] were issued for steel, concrete, sitework, temporary fencing and windows. Due to time constraints, market pricing, and other factors, steel

was released early. The structural steel, concrete, sitework, and window OALs have been approved by the City/District. Bids for several trades have been descoped and submitted as OALs, as listed above. Submitted OALs are in various stages of approval. 100% construction documents were issued in April, and a GMP [Guarantee Maximum Price] contract was executed with Consigli. Following the GMP proposal for the Hillside and McLaughlin middle schools, the G1 projects are on budget. The final budget will be established through the descope and contracting of each of the trades. Descoping and procurement of subcontractors is completed. **The projects are on budget and budgets are attached.**

Currently, the G1 projects are tracking on schedule for the delivery of the overall project. However, the addition will not be completed in time for a September 2026 move in. The move into the new addition will be scheduled over the winter break. The sitework did not begin on April 1st as the AOT (Alteration of Terrian) Permit Process had not been

completed. This delay and the disposal of controlled soils requirement have contributed to this mid-school year delivery of the addition. Options to improve the schedule are always being reviewed. **Both Group 1 Projects are tracking on time and within budget.**

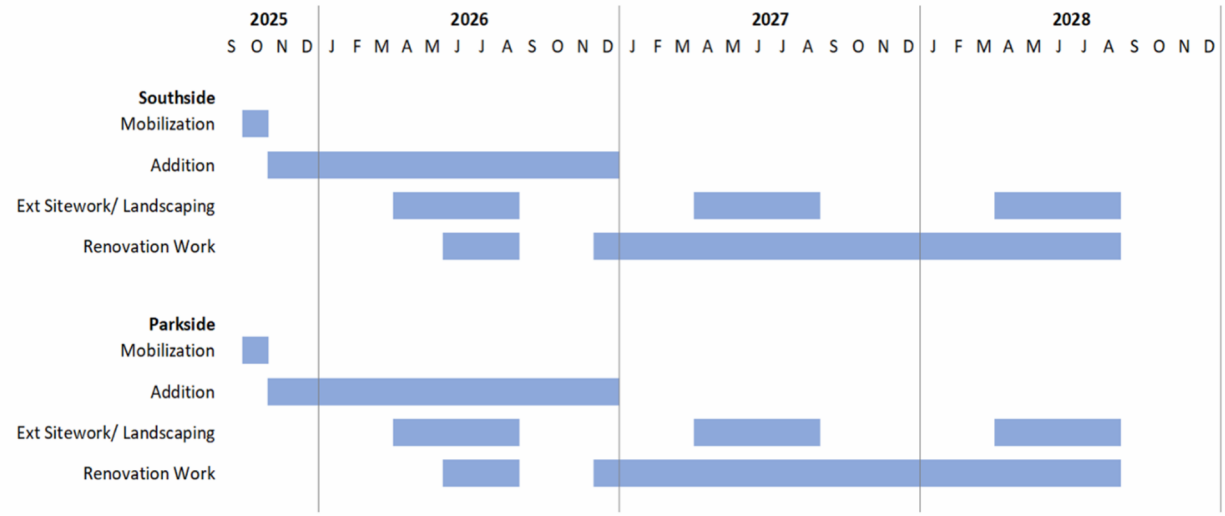
Group 1 – Hillside & McLaughlin Schedule Summary



GROUP 2 – PARKSIDE & SOUTHSIDE

75% construction documents pricing sets were issued, and estimates were completed. The projects are on budget following reconciliation. 100% Construction Drawings were issued. The AOT permits have been issued for both Parkside and Southside Projects. Soils testing has been completed. Foundation work and ledge removal are ongoing. GMPs have been executed for the Group 2 Projects. **Schedule evaluation is ongoing along with procurement and the projects are tracking within budget. Budgets are attached.**

Group 2 – Parkside & Southside Schedule Summary

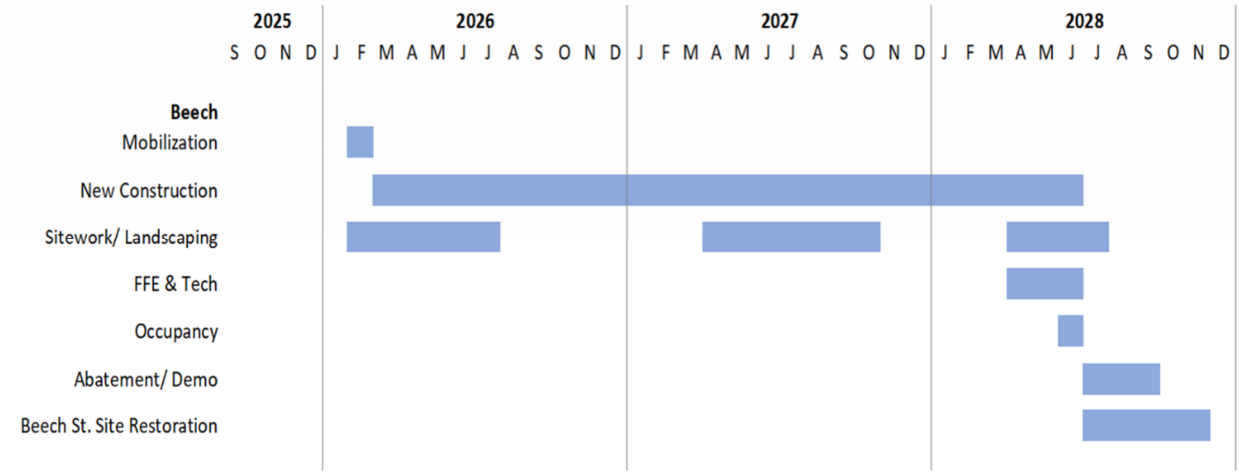


BEECH ELEMENTARY SCHOOL

The Sheridan-Emmett Park site has been approved through BOMA. It is anticipated that the Beech project will commence in early 2026, with work related to ground improvements. The relocation of the existing S-E Park basketball court to the existing Beech Street School basketball court is scheduled for Spring of 2026. This relocation is pursuant to the approval from BOMA made on January 21, 2025, referencing the LeftField letter dated January 14, 2025. The Beech design development estimate has been reconciled, and the project is on budget and has advanced to the construction documents phase. Programming refinement and budget evaluation continue. 75% CDs were issued, and pricing was completed. Reconciliation of Beech was completed and the project is within budget. 90% CD scopes are ongoing with early packages. 100% Construction Documents were issued on January 30, 2026 and the GMP is scheduled to be submitted by March 13, 2026. The GMP has been executed. Harvey Construction has mobilized. Soil Remediation Report has been issued to NHDES for action. Additional site

investigation is ongoing. **Site improvements have started and the schedule is being evaluated. Budget is attached.**

Beech Elementary School Schedule Summary



<u>Next 30 days:</u>

<u>Modulars</u>

- Contract closeout

<u>Middle School Projects</u>

<u>Group 1 [Hillside & McLaughlin]</u>

- o Weekly OAC meetings continue.
- o Turn over of McLaughlin Middle School and Hillside Renovation Area for Occupancy and use
- o Masonry, interior construction and MEPS work continues.

<u>Group 2 [Parkside & Southside]</u>

- o Subcontractor Procurement
- o Schedule refinement
- o Continued construction meetings.
- o Turn over of Phase 1 renovation spaces, MEPS work, sitework and work on the additions continue

<u>Beech Elementary School</u>

- o Subcontractor Procurement
- o Schedule refinement
- o Continued construction meetings.
- o Soil Management and Site Improvement Plan Review Meetings.

o Site Improvements to continue

VII. ATTACHMENTS

- Attachment A LeftField Budget [subject to further review & modifications]
- Attachment B Invoice Log [attached] **Previously processed log attached**
- Attachment C LeftField Schedule [subject to further review & modifications]

VIII. PROJECT OUTREACH / COMMUNICATION

Project-related records such as agendas, agenda packets, and minutes can be viewed via this link:
https://www.manchesternh.gov/Departments/City-Clerk/Meeting-Minutes-and-Agendas/Current

Official upcoming meeting postings [date/time] can be viewed via this link:
https://www.mansd.org/o/msd/page/calendar-bosc
https://www.manchesternh.gov/Government/City-Calendars

On-Site Construction Weekly Updates:

Please visit the link below for weekly on-site construction-related activities related to the **McLaughlin Middle School Project**. Updates for the forthcoming week will be posted every week by noon on Friday.
https://view.ceros.com/consigli/mclaughlin-middle-school/p/1
Please visit the link below for weekly on-site construction-related activities related to the **Hillside Middle School Project**. Updates for the forthcoming week will be posted every week by noon on Friday.
https://view.ceros.com/consigli/hillside-middle-school-1/p/1
Please visit the link below for weekly on-site construction-related activities related to the **Parkside Middle School Project**. Updates for the forthcoming week will be posted every week by noon on Friday. https://hccnh-msdwebsite.my.canva.site/hcc-parkside-website
Please visit the link below for weekly on-site construction-related activities related to the **Southside Middle School Project**. Updates for the forthcoming week will be posted every week by noon on Friday. https://hccnh-msdwebsite.my.canva.site/hcc-southside-website
Please visit the link below for weekly on-site construction-related activities related to the **Beech Elementary School Project**. Updates for the forthcoming week will be posted every week by noon on Friday. https://hccnh-msdwebsite.my.canva.site/beech-st-es-website/

Manchester School District - Beech Street Elementary School Project

Manchester School District - Beech Street Elementary School Porject
Project Director / Manager: David Saindon / Hamdi Cobanoglu

Period Ending 7/31/2026
Invoice Summary Package 30

Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	% Complete (against committ'd) [H]=[E]/[J]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
0100 0000	**ADMINISTRATION**	**$2,057,129**	**$35,000**	**$2,092,129**	**$1,931,071**	**$398,939**	**$1,532,132**	**$161,058**		**$161,058**	**$2,092,129**	**$0**
0101 0000	Legal Fees	$0	$50,000	$50,000	$5,000	$5,000	$0	$45,000	100%	$45,000	$50,000	$0
0102 0000	Owner's Project Manager (Leftfield)											
0102 0100	Programming/Feasibility/Schematic Design	$173,979	$0	$173,979	$173,979	$173,979	$0	$0	100%	$0	$173,979	$0
0102 0400	Design Development	$74,563	$0	$74,563	$74,563	$74,563	$0	$0	100%	$0	$74,563	$0
0102 0500	Construction Contract Docs	$99,417	$0	$99,417	$99,417	$99,417	$0	$0	100%	$0	$99,417	$0
0102 0600	Bidding	$50,055	$0	$50,055	$50,055	$45,980	$4,075	$0	92%	$0	$50,055	$0
0102 0700	Construction Contract Administration	$1,546,243	$0	$1,546,243	$1,465,185	$0	$1,465,185	$81,058	0%	$81,058	$1,546,243	$0
0102 0800	Closeout	$62,872	$0	$62,872	$62,872	$0	$62,872	$0	0%	$0	$62,872	$0
0102 0900	Extra Services - Liaison	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 0900	Extra Services - Jay Faxon - Incl. Above	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1000	Reimbursable & Other Services (Cookson Communications)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1100	Cost Estimates	$50,000	($50,000)	$0	$0	$0	$0	$0		$0	$0	$0
0102 9900	Other Project Manager Costs	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0103 0000	Advertising	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0104 0000	Permitting Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0105 0000	Owner's Insurance	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Other Administrative Costs	$0	$35,000	$35,000	$0	$0	$0	$35,000		$35,000	$35,000	$0
0199 0000	Structural Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Scope of Site Plan & Special Permit Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Test Pit Observations	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Fire Alarm/Life Safety Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0200 0000	**ARCHITECTURE & ENGINEERING**	**$5,095,000**	**$596,684**	**$5,691,684**	**$5,453,684**	**$3,897,456**	**$1,556,228**	**$238,000**		**$453,830**	**$5,907,514**	**$215,830**
0201 0000	Basic Services (SMMA)											
0201 0100	Feasibility/Schematic Design	$819,000	$0	$819,000	$819,000	$819,000	$0	$0	100%	$0	$819,000	$0
0201 0400	Design Development	$819,000	$0	$819,000	$819,000	$819,000	$0	$0	100%	$0	$819,000	$0
0201 0500	Construction Contract Documents	$1,228,500	$0	$1,228,500	$1,228,500	$1,228,500	$0	$0	100%	$0	$1,228,500	$0
0201 0600	Bidding	$204,750	$0	$204,750	$204,750	$204,750	$0	$0	100%	$0	$204,750	$0
0201 0700	Construction Contract Administration	$1,023,750	$0	$1,023,750	$1,023,750	$174,038	$849,713	$0	17%	$0	$1,023,750	$0
0201 9900	Other Basic Services (AOT Work) (Amend #8)	$0	$23,500	$23,500	$23,500	$23,500	$0	$0	100%	$0	$23,500	$0
0203 0000	Reimbursable and Other Services											
0203 9900	Other Reimbursable Costs	$50,000	$0	$50,000	$50,000	$47,643	$2,358	$0	95%	$163,030	$213,030	$163,030
0203 9900	FF&E (Ricciarelli)/Technology Design	$300,000	($212,116)	$87,884	$87,884	$19,884	$68,000	$0	23%	$0	$87,884	$0
0203 9900	Phase 2 Design	$0	$238,000	$238,000	$0	$0	$0	$238,000		$238,000	$238,000	$0
0204 0000	Sub-Consultants											
0204 0200	Hazardous Materials (UEC)	$225,000	$0	$225,000	$225,000	$28,600	$196,400	$0	13%	$0	$225,000	$0
0204 0300	GeoTechnical & Geo-Environmental (H&A)	$300,000	$527,725	$827,725	$827,725	$396,700	$431,025	$0	48%	$52,800	$880,525	$52,800
0204 1200	Traffic Studies (BSC)	$125,000	$19,575	$144,575	$144,575	$135,842	$8,733	$0	94%	$0	$144,575	$0
0300 0000	**SITE ACQUISITION**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**
0301 0000	Land/Building Purchase	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0302 0000	Appraisal Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0303 0000	Recording Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0500 0000	**CONSTRUCTION CONTRACT**	**$58,196,935**	**$8,347,809**	**$66,544,744**	**$63,949,885**	**$4,409,745**	**$59,540,140**	**$2,594,859**		**$2,294,859**	**$66,244,744**	**($300,000)**
0501 0000	Pre-Construction Services (Harvey)	$275,000	($198,749)	$76,251	$76,251	$76,251	$0	$0	100%	$0	$76,251	$0
0502 0000	Construction											
0502 0000	Construction Budget (Harvey)	$37,789,750	$14,654,003	$52,443,753	$52,443,753	$2,805,049	$49,638,704	$0	5%	($300,000)	$52,143,753	($300,000)
0502 0030	CM Contingency	$0	$1,904,525	$1,904,525	$1,904,525	$0	$1,904,525	$0	0%	$0	$1,904,525	$0
0502 0040	Holds/Allowances	$0	$4,854,236	$4,854,236	$4,854,236	$775,257	$4,078,979	$0	16%	$0	$4,854,236	$0
0502 0100	Division 1 - General Conditions	$0	$2,672,279	$2,672,279	$2,672,279	$335,056	$2,337,223	$0	13%	$0	$2,672,279	$0
0502 0100	Division 1 - General Requirements	$0	$1,609,388	$1,609,388	$1,609,388	$28,679	$1,580,709	$0	2%	$0	$1,609,388	$0
0502 0200	Demolition/Abatement	$1,590,400	($1,590,400)	$0	$0	$0	$0	$0		$0	$0	$0
0502 3100	Division 31 - Earthwork	$10,986,750	($10,986,750)	$0	$0	$0	$0	$0		$0	$0	$0
0508 0000	Owner Change Orders	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0509 0000	Design/Estimating Contingency	$7,555,035	($7,555,035)	$0	$0	$0	$0	$0		$0	$0	$0
0510 0000	Phase 2 Construction	$0	$2,984,312	$2,984,312	$389,453	$389,453	$0	$2,594,859	100%	$2,594,859	$2,984,312	$0
0600 0000	**MISCELLANEOUS PROJECT COSTS**	**$450,000**	**$2,253,400**	**$2,703,400**	**$541,083**	**$7,089**	**$533,994**	**$2,162,317**		**$2,162,317**	**$2,703,400**	**$0**
0601 0000	Utility Company Fees	$100,000	$150,000	$250,000	$187,683	$0	$187,683	$62,317	0%	$62,317	$250,000	$0
0602 0000	Testing Services (Miller)	$150,000	$62,900	$212,900	$212,900	$2,803	$210,097	$0	1%	$0	$212,900	$0
0602 0100	Building Commissioning Services (EEI)	$0	$138,000	$138,000	$138,000	$1,786	$136,214	$0	1%	$0	$138,000	$0
0603 0000	Swing Space/Modulars	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0605 0000	Commissary Kitchen ($2M Plug)	$0	$2,000,000	$2,000,000	$0	$0	$0	$2,000,000		$2,000,000	$2,000,000	$0
0699 0000	Other Project Costs (Moving, etc.)	$200,000	($100,000)	$100,000	$0	$0	$0	$100,000		$100,000	$100,000	$0
0699 0000	Test Pits (WP Davis)	$0	$2,500	$2,500	$2,500	$2,500	$0	$0	100%	$0	$2,500	$0
0700 0000	**FURNISHINGS & EQUIPMENT**	**$2,348,800**	**($188,200)**	**$2,160,600**	**$0**	**$0**	**$0**	**$2,160,600**		**$2,160,600**	**$2,160,600**	**$0**
0701 0000	Furnishings & Equipment (FF+E)	$1,174,400	$146,800	$1,321,200	$0	$0	$0	$1,321,200		$1,321,200	$1,321,200	$0
0702 0000	Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0703 0000	Technology	$1,174,400	($335,000)	$839,400	$0	$0	$0	$839,400		$839,400	$839,400	$0
0799 0000	Other Furnishings & Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0800 0000	**OWNER'S CONTINGENCY**	**$5,963,970**	**($2,061,687)**	**$3,902,283**	**$0**	**$0**	**$0**	**$3,902,283**		**$3,686,453**	**$3,686,453**	**($215,830)**
0801 0000	Owner's Contingency (soft)	$828,084	($316,084)	$512,000	$0	$0	$0	$512,000		$296,170	$296,170	($215,830)
0507 0000	Owner's Construction Contingency (hard)	$5,135,886	($1,745,603)	$3,390,283	$0	$0	$0	$3,390,283		$3,390,283	$3,390,283	$0
	PROJECT TOTALS	**$74,111,834**	**$8,983,006**	**$83,094,840**	**$71,875,723**	**$8,713,229**	**$63,162,494**	**$11,219,117**		**$10,919,117**	**$82,794,840**	**($300,000)**

Note: Owner's Contingency % of Remaining Construction Costs: 6%

Manchester School District - Southside Middle School Project

Manchester School District - Southside Middle School Porject
Project Director / Manager: David Saindon / Linda Liporto

Period Ending 7/31/2026
Invoice Summary Package 30

Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	% Complete (against committ'd) [H]=[E]/[J]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
0100 0000	**ADMINISTRATION (OPM & OTHER ADMIN. COSTS)**	**$1,101,287**	**$25,000**	**$1,126,287**	**$1,057,381**	**$448,649**	**$608,732**	**$68,907**		**$68,907**	**$1,126,287**	**$0**
0101 0000	Legal Fees	$0	$10,000	$10,000	$0	$0	$0	$10,000		$10,000	$10,000	$0
0102 0000	Owner's Project Manager (Leftfield)											
0102 0100	Programming/Schematic Design	$72,469	$0	$72,469	$69,091	$69,091	$0	$3,378	100%	$3,378	$72,469	$0
0102 0400	Design Development	$57,546	$0	$57,546	$57,546	$57,546	$0	$0	100%	$0	$57,546	$0
0102 0500	Construction Contract Docs	$115,092	$0	$115,092	$115,092	$115,092	$0	$0	100%	$0	$115,092	$0
0102 0600	Bidding	$52,637	$0	$52,637	$52,637	$52,637	$0	$0	100%	$0	$52,637	$0
0102 0700	Construction Contract Administration	$763,016	$0	$763,016	$735,997	$154,284	$581,713	$27,019	21%	$27,019	$763,016	$0
0102 0800	Closeout	$40,529	$0	$40,529	$27,019	$0	$27,019	$13,510	0%	$13,510	$40,529	$0
0102 0900	Extra Services - Liaison	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 0900	Extra Services - Jay Faxon - Incl. Above	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1000	Reimbursable & Other Services (A&A Move Management)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1100	Cost Estimates	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 9900	Other Project Manager Costs	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0103 0000	Advertising	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0104 0000	Permitting Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0105 0000	Owner's Insurance	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Other Administrative Costs	$0	$15,000	$15,000	$0	$0	$0	$15,000		$15,000	$15,000	$0
0199 0000	Structural Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Scope of Site Plan & Special Permit Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Test Pit Observations	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Fire Alarm/Life Safety Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0200 0000	**ARCHITECTURE & ENGINEERING**	**$4,317,500**	**($89,514)**	**$4,227,986**	**$4,232,247**	**$3,239,108**	**$993,139**	**($4,261)**		**($4,261)**	**$4,227,986**	**$0**
0201 0000	Basic Services (SMMA)											
0201 0100	Programming/Schematic Design	$648,000	$0	$648,000	$648,000	$648,000	$0	$0	100%	$0	$648,000	$0
0201 0400	Design Development	$792,000	$0	$792,000	$792,000	$792,000	$0	$0	100%	$0	$792,000	$0
0201 0500	Construction Contract Documents	$1,080,000	$0	$1,080,000	$1,080,000	$1,080,000	$0	$0	100%	$0	$1,080,000	$0
0201 0600	Bidding	$180,000	$0	$180,000	$180,000	$180,000	$0	$0	100%	$0	$180,000	$0
0201 0700	Construction Contract Administration	$900,000	$0	$900,000	$900,000	$144,000	$756,000	$0	16%	$0	$900,000	$0
0203 0000	Reimbursable and Other Services											
0203 9900	Other Reimbursable Costs	$12,500	$0	$12,500	$18,761	$18,761	$1	($6,261)	100%	($6,261)	$12,500	$0
0203 9900	Hydrant Flow Test	$0	$2,000	$2,000	$0	$0	$0	$2,000		$2,000	$2,000	$0
0203 9900	FF&E (Ricciarelli)/Technology Design	$300,000	($189,841)	$110,159	$110,159	$42,159	$68,000	$0	38%	$0	$110,159	$0
0204 0000	Sub-Consultants											
0204 0200	Hazardous Materials (UEC)	$175,000	$0	$175,000	$175,000	$37,092	$137,908	$0	21%	$0	$175,000	$0
0204 0300	GeoTechnical & Geo-Environmental (H&A)	$130,000	$71,300	$201,300	$201,300	$190,300	$11,000	$0	95%	$0	$201,300	$0
0204 1200	Traffic Studies (BSC)	$100,000	$27,027	$127,027	$127,027	$106,797	$20,230	$0	84%	$0	$127,027	$0
0300 0000	**SITE ACQUISITION**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**
0301 0000	Land/Building Purchase	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0302 0000	Appraisal Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0303 0000	Recording Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0500 0000	**CONSTRUCTION CONTRACT**	**$46,685,769**	**($2,508,302)**	**$44,177,467**	**$44,177,467**	**$7,344,418**	**$36,833,049**	**$0**		**($600,000)**	**$43,577,467**	**($600,000)**
0501 0000	Pre-Construction Services	$100,000	($52,225)	$47,775	$47,775	$47,775	$0	$0	100%	$0	$47,775	$0
0502 0000	Construction											
0502 0000	Construction Budget	$35,121,474	$803,242	$35,924,716	$35,924,716	$5,861,373	$30,063,343	$0	16%	($600,000)	$35,324,716	($600,000)
0502 0030	CM Contingency	$0	$1,323,891	$1,323,891	$1,323,891	$0	$1,323,891	$0	0%	$0	$1,323,891	$0
0502 0040	Holds/Allowances	$0	$2,095,000	$2,095,000	$2,095,000	$459,243	$1,635,758	$0	22%	$0	$2,095,000	$0
0502 0100	Division 1 - General Conditions	$0	$3,101,153	$3,101,153	$3,101,153	$693,380	$2,407,773	$0	22%	$0	$3,101,153	$0
0502 0100	Division 1 - General Requirements	$0	$1,684,932	$1,684,932	$1,684,932	$282,647	$1,402,285	$0	17%	$0	$1,684,932	$0
0502 3100	Division 31 - Earthwork	$3,700,000	($3,700,000)	$0	$0	$0	$0	$0		$0	$0	$0
0508 0000	Owner Change Orders	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0509 0000	Design/Pricing Contingency	$7,764,295	($7,764,295)	$0	$0	$0	$0	$0		$0	$0	$0
0600 0000	**MISCELLANEOUS PROJECT COSTS**	**$250,000**	**$211,900**	**$461,900**	**$193,466**	**$124,206**	**$69,260**	**$268,434**		**$268,434**	**$461,900**	**$0**
0601 0000	Utility Company Fees	$100,000	($75,000)	$25,000	$0	$0	$0	$25,000		$25,000	$25,000	$0
0602 0000	Testing Services (Miller & UTS)	$50,000	$75,000	$125,000	$96,000	$83,847	$12,153	$29,000	87%	$29,000	$125,000	$0
0602 0100	Building Commissioning Services (EEI)	$0	$58,000	$58,000	$58,000	$893	$57,107	$0	2%	$0	$58,000	$0
0603 0000	Swing Space/Modulars	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0699 0000	Other Project Costs (Moving, etc.)	$100,000	$150,000	$250,000	$35,566	$35,566	$0	$214,434	100%	$214,434	$250,000	$0
0699 0000	Test Pits (WP Davis)	$0	$3,900	$3,900	$3,900	$3,900	$0	$0	100%	$0	$3,900	$0
0700 0000	**FURNISHINGS & EQUIPMENT**	**$3,200,000**	**$430,000**	**$3,630,000**	**$505,316**	**$0**	**$505,316**	**$3,124,684**		**$3,124,684**	**$3,630,000**	**$0**
0701 0000	Furnishings & Equipment (FF+E)	$1,600,000	$560,000	$2,160,000	$0	$0	$0	$2,160,000		$2,160,000	$2,160,000	$0
0702 0000	Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0703 0000	Technology	$1,600,000	($130,000)	$1,470,000	$505,316	$0	$505,316	$964,684	0%	$964,684	$1,470,000	$0
0799 0000	Other Furnishings & Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0800 0000	**OWNER'S CONTINGENCY**	**$4,897,135**	**($1,912,748)**	**$2,984,387**	**$0**	**$0**	**$0**	**$2,984,387**		**$2,984,387**	**$2,984,387**	**$0**
0801 0000	Owner's Contingency (soft)	$752,980	($487,659)	$265,321	$0	$0	$0	$265,321		$265,321	$265,321	$0
0507 0000	Owner's Construction Contingency (hard)	$4,144,155	($1,425,089)	$2,719,066	$0	$0	$0	$2,719,066		$2,719,066	$2,719,066	$0
	PROJECT TOTALS	**$60,451,691**	**($3,843,664)**	**$56,608,027**	**$50,165,877**	**$11,156,381**	**$39,009,495**	**$6,442,150**		**$5,842,150**	**$56,008,027**	**($600,000)**

Note: Owner's Contingency % of Remaining Construction Costs: 8%

Manchester School District - Parkside Middle School Project

Manchester School District - Parkside Middle School Porject
Project Director / Manager: David Saindon / Linda Liporto

Period Ending 7/31/2026
Invoice Summary Package 30

Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	% Complete (against committed) [H]=[E]/[J]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
0100 0000	**ADMINISTRATION (OPM & OTHER ADMIN. COSTS)**	**$1,101,287**	**$25,000**	**$1,126,287**	**$1,057,381**	**$456,260**	**$601,121**	**$68,907**		**$68,907**	**$1,126,287**	**$0**
0101 0000	Legal Fees	$0	$10,000	$10,000	$0	$0	$0	$10,000		$10,000	$10,000	$0
0102 0000	Owner's Project Manager (Leftfield)											
0102 0100	Programming/Schematic Design	$72,469	$0	$72,469	$69,091	$69,091	$0	$3,378	100%	$3,378	$72,469	$0
0102 0400	Design Development	$57,546	$0	$57,546	$57,546	$57,546	$0	$0	100%	$0	$57,546	$0
0102 0500	Construction Contract Docs	$115,092	$0	$115,092	$115,092	$115,092	$0	$0	100%	$0	$115,092	$0
0102 0600	Bidding	$52,637	$0	$52,637	$52,637	$52,637	$0	$0	100%	$0	$52,637	$0
0102 0700	Construction Contract Administration	$763,016	$0	$763,016	$735,997	$161,895	$574,102	$27,019	22%	$27,019	$763,016	$0
0102 0800	Closeout	$40,529	$0	$40,529	$27,019	$0	$27,019	$13,510	0%	$13,510	$40,529	$0
0102 0900	Extra Services - Liaison	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 0900	Extra Services - Jay Faxon - Incl. Above	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1000	Reimbursable & Other Services (A&A Move Management)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1100	Cost Estimates	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 9900	Other Project Manager Costs	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0103 0000	Advertising	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0104 0000	Permitting Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0105 0000	Owner's Insurance	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Other Administrative Costs	$0	$15,000	$15,000	$0	$0	$0	$15,000		$15,000	$15,000	$0
0199 0000	Structural Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Scope of Site Plan & Special Permit Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Test Pit Observations	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Fire Alarm/Life Safety Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0200 0000	**ARCHITECTURE & ENGINEERING**	**$3,927,500**	**($121,476)**	**$3,806,024**	**$3,804,024**	**$2,907,513**	**$896,511**	**$2,000**		**$2,000**	**$3,806,024**	**$0**
0201 0000	Basic Services											
0201 0100	Programming/Schematic Design	$576,000	$0	$576,000	$576,000	$576,000	$0	$0	100%	$0	$576,000	$0
0201 0400	Design Development	$704,000	$0	$704,000	$704,000	$704,000	$0	$0	100%	$0	$704,000	$0
0201 0500	Construction Contract Documents	$960,000	$0	$960,000	$960,000	$960,000	$0	$0	100%	$0	$960,000	$0
0201 0600	Bidding	$160,000	$0	$160,000	$160,000	$160,000	$0	$0	100%	$0	$160,000	$0
0201 0700	Construction Contract Administration	$800,000	$0	$800,000	$800,000	$128,000	$672,000	$0	16%	$0	$800,000	$0
0201 0800	Closeout	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0201 9900	Playground Redesign (Amend #6)	$0	$18,900	$18,900	$18,900	$18,900	$0	$0	100%	$0	$18,900	$0
0203 0000	Reimbursable and Other Services											
0203 9900	Other Reimbursable Costs	$12,500	$0	$12,500	$12,500	$11,495	$1,005	$0	92%	$0	$12,500	$0
0203 9900	Hydrant Flow Test	$0	$2,000	$2,000	$0	$0	$0	$2,000		$2,000	$2,000	$0
0203 9900	FF&E (Ricciarelli)/Technology Design	$300,000	($202,576)	$97,424	$97,424	$35,024	$62,400	($0)	36%	($0)	$97,424	$0
0204 0000	Sub-Consultants											
0204 0200	Hazardous Materials (UEC)	$175,000	$0	$175,000	$175,000	$26,620	$148,380	$0	15%	$0	$175,000	$0
0204 0300	GeoTechnical & Geo-Environmental (H&A)	$140,000	$60,200	$200,200	$200,200	$189,200	$11,000	$0	95%	$0	$200,200	$0
0204 1200	Traffic Studies (BSC)	$100,000	$0	$100,000	$100,000	$98,274	$1,726	$0	98%	$0	$100,000	$0
0300 0000	**SITE ACQUISITION [NA]**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**
0301 0000	Land/Building Purchase	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0302 0000	Appraisal Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0303 0000	Recording Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0500 0000	**CONSTRUCTION CONTRACT**	**$36,146,140**	**$2,750,877**	**$38,897,017**	**$38,897,017**	**$6,793,380**	**$32,103,637**	**$0**		**($354,318)**	**$38,542,699**	**($354,318)**
0501 0000	Pre-Construction Services	$100,000	($52,225)	$47,775	$47,775	$47,775	$0	$0	100%	$0	$47,775	$0
0502 0000	Construction											
0502 0000	Construction Budget	$24,538,450	$6,804,192	$31,342,642	$31,342,642	$5,393,423	$25,949,219	$0	17%	($400,000)	$30,942,642	($400,000)
0502 0030	CM Contingency	$0	$1,164,504	$1,164,504	$1,164,504	$0	$1,164,504	$0	0%	$0	$1,164,504	$0
0502 0040	Holds/Allowances	$0	$1,545,000	$1,545,000	$1,545,000	$268,846	$1,276,154	$0	17%	$0	$1,545,000	$0
0502 0100	Division 1 - General Conditions	$0	$3,081,013	$3,081,013	$3,081,013	$710,512	$2,370,501	$0	23%	$0	$3,081,013	$0
0502 0100	Division 1 - General Requirements	$0	$1,683,641	$1,683,641	$1,683,641	$351,518	$1,332,123	$0	21%	$0	$1,683,641	$0
0502 3100	Division 31 - Earthwork	$5,500,000	($5,500,000)	$0	$0	$0	$0	$0		$0	$0	$0
0502 3200	Division 32 - Exterior Improvements (Landscaping)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0502 9900	Retainage	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0506 0000	Alternates	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0508 0000	Owner Change Orders	$0	$32,442	$32,442	$32,442	$21,307	$11,135	$0	66%	$45,682	$78,124	$45,682
0509 0000	Design/Pricing Contingency	$6,007,690	($6,007,690)	$0	$0	$0	$0	$0		$0	$0	$0
0600 0000	**MISCELLANEOUS PROJECT COSTS**	**$250,000**	**$241,000**	**$491,000**	**$235,559**	**$127,760**	**$107,799**	**$255,441**		**$255,441**	**$491,000**	**$0**
0601 0000	Utility Company Fees	$100,000	($25,000)	$75,000	$48,893	$47,612	$1,280	$26,107	97%	$26,107	$75,000	$0
0602 0000	Testing Services (Miller & UTS)	$50,000	$58,000	$108,000	$108,000	$54,125	$53,875	$0	50%	$0	$108,000	$0
0602 0100	Building Commissioning Services (EEI)	$0	$58,000	$58,000	$58,000	$5,357	$52,643	$0	9%	$0	$58,000	$0
0603 0000	Swing Space/Modulars	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0699 0000	Other Project Costs (Moving, etc.)	$100,000	$150,000	$250,000	$20,666	$20,666	$0	$229,334	100%	$229,334	$250,000	$0
0700 0000	**FURNISHINGS & EQUIPMENT**	**$3,200,000**	**($815,000)**	**$2,385,000**	**$487,067**	**$0**	**$487,067**	**$1,897,933**		**$1,897,933**	**$2,385,000**	**$0**
0701 0000	Furnishings & Equipment (FF+E)	$1,600,000	($160,000)	$1,440,000	$0	$0	$0	$1,440,000		$1,440,000	$1,440,000	$0
0702 0000	Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0703 0000	Technology	$1,600,000	($655,000)	$945,000	$487,067	$0	$487,067	$457,933	0%	$457,933	$945,000	$0
0799 0000	Other Furnishings & Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0800 0000	**OWNER'S CONTINGENCY**	**$3,877,019**	**($1,126,329)**	**$2,750,690**	**$0**	**$0**	**$0**	**$2,750,690**		**$2,705,008**	**$2,705,008**	**($45,682)**
0801 0000	Owner's Contingency (soft)	$608,899	($217,478)	$391,421	$0	$0	$0	$391,421		$391,421	$391,421	$0
0507 0000	Owner's Construction Contingency (hard)	$3,268,120	($908,851)	$2,359,269	$0	$0	$0	$2,359,269		$2,313,587	$2,313,587	($45,682)
	PROJECT TOTALS	**$48,501,946**	**$954,072**	**$49,456,018**	**$44,481,048**	**$10,284,914**	**$34,196,134**	**$4,974,970**		**$4,574,970**	**$49,056,018**	**($400,000)**

Note: Owner's Contingency % of Remaining Construction Costs: 9%

Manchester Priority One Projects - Overall Budget Summary

Manchester School District - Priority One Projects

Period Ending 7/31/2026
Invoice Summary Package 30

Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
	MODULAR PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN. COSTS)	$253,077	$57,810	$310,887	$310,887	$310,887	$0	$0	$0	$310,887	$0
0200 0000	ARCHITECTURE & ENGINEERING	$1,690,143	($49,955)	$1,640,188	$1,640,188	$1,640,143	$45	$0	$0	$1,640,188	$0
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$5,560,000	($126,296)	$5,433,704	$5,433,703	$5,433,704	($1)	$1	$1	$5,433,704	($0)
0600 0000	MISCELLANEOUS PROJECT COSTS	$17,170,000	$733,263	$17,903,263	$17,186,264	$16,976,306	$209,958	$716,999	$716,999	$17,903,263	$0
0700 0000	FURNISHINGS & EQUIPMENT	$604,000	($381,839)	$222,161	$222,160	$222,160	$0	$1	$1	$222,161	$0
0800 0000	OWNER'S CONTINGENCY	$965,270	($965,270)	($0)	$0	$0	$0	($0)	($0)	($0)	$0
	MODULAR PROJECT TOTALS	$26,242,490	($732,287)	$25,510,203	$24,793,202	$24,583,200	$210,002	$717,001	$717,001	$25,510,203	($0)
	BEECH STREET ELEMENTARY SCHOOL PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN. COSTS)	$2,057,129	$35,000	$2,092,129	$1,931,071	$398,939	$1,532,132	$161,058	$161,058	$2,092,129	$0
0200 0000	ARCHITECTURE & ENGINEERING	$5,095,000	$596,684	$5,691,684	$5,453,684	$3,897,456	$1,556,228	$238,000	$453,830	$5,907,514	$215,830
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$58,196,935	$8,347,809	$66,544,744	$63,949,885	$4,409,745	$59,540,140	$2,594,859	$2,294,859	$66,244,744	($300,000)
0600 0000	MISCELLANEOUS PROJECT COSTS	$450,000	$2,253,400	$2,703,400	$541,083	$7,089	$533,994	$2,162,317	$2,162,317	$2,703,400	$0
0700 0000	FURNISHINGS & EQUIPMENT	$2,348,800	($188,200)	$2,160,600	$0	$0	$0	$2,160,600	$2,160,600	$2,160,600	$0
0800 0000	OWNER'S CONTINGENCY	$5,963,970	($2,061,687)	$3,902,283	$0	$0	$0	$3,902,283	$3,686,453	$3,686,453	($215,830)
	BEECH STREET ELEMENTARY SCHOOL PROJECT TOTALS	$74,111,834	$8,983,006	$83,094,840	$71,875,723	$8,713,229	$63,162,494	$11,219,117	$10,919,117	$82,794,840	($300,000)
	HILLSIDE MIDDLE SCHOOL PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN COSTS)	$1,017,155	($40,810)	$976,345	$910,816	$762,209	$148,606	$65,529	$65,529	$976,345	$0
0200 0000	ARCHITECTURE & ENGINEERING	$4,087,500	($149,269)	$3,938,231	$3,936,230	$3,357,860	$578,371	$2,000	$2,000	$3,938,231	$0
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$43,527,708	$1,956,626	$45,484,334	$45,484,334	$24,480,348	$21,003,986	$0	$498,172	$45,982,506	$498,172
0600 0000	MISCELLANEOUS PROJECT COSTS	$250,000	$233,000	$483,000	$238,489	$213,906	$24,584	$244,511	$244,511	$483,000	$0
0700 0000	FURNISHINGS & EQUIPMENT	$3,520,000	$105,000	$3,625,000	$453,840	$0	$453,840	$3,171,160	$3,171,160	$3,625,000	$0
0800 0000	OWNER'S CONTINGENCY	$4,601,489	($2,224,841)	$2,376,648	$0	$0	$0	$2,376,648	$1,878,476	$1,878,476	($498,172)
	HILLSIDE MIDDLE SCHOOL PROJECT TOTALS	$57,003,852	($120,294)	$56,883,558	$51,023,710	$28,814,323	$22,209,387	$5,859,848	$5,859,848	$56,883,558	$0
	MCLAUGHLIN MIDDLE SCHOOL PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN. COSTS)	$1,017,155	$25,000	$1,042,155	$976,626	$648,094	$328,531	$65,529	$65,529	$1,042,155	$0
0200 0000	ARCHITECTURE & ENGINEERING	$3,232,500	($160,952)	$3,071,548	$3,069,548	$2,783,034	$286,514	$2,000	$2,000	$3,071,548	$0
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$28,827,403	($2,449,060)	$26,378,343	$26,378,344	$18,919,941	$7,458,402	($1)	$229,045	$26,607,389	$229,046
0600 0000	MISCELLANEOUS PROJECT COSTS	$250,000	$91,000	$341,000	$207,453	$176,344	$31,109	$133,547	$133,547	$341,000	$0
0700 0000	FURNISHINGS & EQUIPMENT	$3,200,000	($815,000)	$2,385,000	$210,382	$47,595	$162,787	$2,174,618	$2,174,618	$2,385,000	$0
0800 0000	OWNER'S CONTINGENCY	$3,161,130	($2,002,221)	$1,158,909	$0	$0	$0	$1,158,909	$929,863	$929,863	($229,046)
	MCLAUGHLIN MIDDLE SCHOOL PROJECT TOTALS	$39,688,188	($5,311,233)	$34,376,955	$30,842,353	$22,575,008	$8,267,344	$3,534,602	$3,534,602	$34,376,954	($0)
	PARKSIDE MIDDLE SCHOOL PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN. COSTS)	$1,101,287	$25,000	$1,126,287	$1,057,381	$456,260	$601,121	$68,907	$68,907	$1,126,287	$0
0200 0000	ARCHITECTURE & ENGINEERING	$3,927,500	($121,476)	$3,806,024	$3,804,024	$2,907,513	$896,511	$2,000	$2,000	$3,806,024	$0
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$36,146,140	$2,750,877	$38,897,017	$38,897,017	$6,793,380	$32,103,637	$0	($354,318)	$38,542,699	($354,318)
0600 0000	MISCELLANEOUS PROJECT COSTS	$250,000	$241,000	$491,000	$235,559	$127,760	$107,799	$255,441	$255,441	$491,000	$0
0700 0000	FURNISHINGS & EQUIPMENT	$3,200,000	($815,000)	$2,385,000	$487,067	$0	$487,067	$1,897,933	$1,897,933	$2,385,000	$0
0800 0000	OWNER'S CONTINGENCY	$3,877,019	($1,126,329)	$2,750,690	$0	$0	$0	$2,750,690	$2,705,008	$2,705,008	($45,682)
	PARKSIDE MIDDLE SCHOOL PROJECT TOTALS	$48,501,946	$954,072	$49,456,018	$44,481,048	$10,284,914	$34,196,134	$4,974,970	$4,574,970	$49,056,018	($400,000)
	SOUTHSIDE MIDDLE SCHOOL PROJECT										
0100 0000	ADMINISTRATION (OPM & OTHER ADMIN. COSTS)	$1,101,287	$25,000	$1,126,287	$1,057,381	$448,649	$608,732	$68,907	$68,907	$1,126,287	$0
0200 0000	ARCHITECTURE & ENGINEERING	$4,317,500	($89,514)	$4,227,986	$4,232,247	$3,239,108	$993,139	($4,261)	($4,261)	$4,227,986	$0
0300 0000	SITE ACQUISITION	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
0500 0000	CONSTRUCTION CONTRACT	$46,685,769	($2,508,302)	$44,177,467	$44,177,467	$7,344,418	$36,833,049	$0	($600,000)	$43,577,467	($600,000)
0600 0000	MISCELLANEOUS PROJECT COSTS	$250,000	$211,900	$461,900	$193,466	$124,206	$69,260	$268,434	$268,434	$461,900	$0
0700 0000	FURNISHINGS & EQUIPMENT	$3,200,000	$430,000	$3,630,000	$505,316	$0	$505,316	$3,124,684	$3,124,684	$3,630,000	$0
0800 0000	OWNER'S CONTINGENCY	$4,897,135	($1,912,748)	$2,984,387	$0	$0	$0	$2,984,387	$2,984,387	$2,984,387	$0
	SOUTHSIDE MIDDLE SCHOOL PROJECT TOTALS	$60,451,691	($3,843,664)	$56,608,027	$50,165,877	$11,156,381	$39,009,495	$6,442,150	$5,842,150	$56,008,027	($600,000)
	PRIORITY ONE - DISTRICT WIDE COMMUNICATION	$0	$70,400	$70,400	$70,400	$51,230	$19,170	$0	$0	$70,400	$0
	GRAND TOTAL MANCHESTER PRIORITY ONE PROJECTS	$306,000,000	$0	$306,000,000	$273,252,312	$106,178,285	$167,074,027	$32,747,688	$31,447,688	$304,699,999	($1,300,001)

Note: Owner's Contingency % of Remaining Construction Costs: 8%

Manchester School District - McLaughlin Middle School Project

Manchester School District - McLaughlin Middle School Porject
Project Director / Manager: David Saindon / Mark Lenfest

Period Ending 7/31/2026
Invoice Summary Package 30

Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	% Complete (against committ'd) [H]=[E]/[J]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
0100 0000	**ADMINISTRATION (OPM & OTHER ADMIN. COSTS)**	**$1,017,155**	**$25,000**	**$1,042,155**	**$976,626**	**$648,094**	**$328,531**	**$65,529**		**$65,529**	**$1,042,155**	**$0**
0101 0000	Legal Fees	$0	$10,000	$10,000	$0	$0	$0	$10,000		$10,000	$10,000	$0
0102 0000	Owner's Project Manager (Leftfield)											
0102 0100	Programming/Schematic Design	$76,728	$0	$76,728	$76,728	$76,728	$0	$0	100%	$0	$76,728	$0
0102 0400	Design Development	$57,546	$0	$57,546	$57,546	$57,546	$0	$0	100%	$0	$57,546	$0
0102 0500	Construction Contract Docs	$172,182	$0	$172,182	$172,182	$172,182	$0	$0	100%	$0	$172,182	$0
0102 0600	Bidding	$66,909	$0	$66,909	$66,909	$66,909	$0	$0	100%	$0	$66,909	$0
0102 0700	Construction Contract Administration	$609,254	$0	$609,254	$568,725	$274,731	$293,994	$40,529	48%	$40,529	$609,254	$0
0102 0800	Closeout	$34,537	$0	$34,537	$34,537	$0	$34,537	$0	0%	$0	$34,537	$0
0102 0900	Extra Services - Liaison	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 0900	Extra Services - Jay Faxon - Incl. Above	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1000	Reimbursable & Other Services (A&A Move Management)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1100	Cost Estimates	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 9900	Other Project Manager Costs	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0103 0000	Advertising	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0104 0000	Permitting Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0105 0000	Owner's Insurance	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Other Administrative Costs	$0	$15,000	$15,000	$0	$0	$0	$15,000		$15,000	$15,000	$0
0199 0000	Structural Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Scope of Site Plan & Special Permit Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Test Pit Observations	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Fire Alarm/Life Safety Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0200 0000	**ARCHITECTURE & ENGINEERING**	**$3,232,500**	**($160,952)**	**$3,071,548**	**$3,069,548**	**$2,783,034**	**$286,514**	**$2,000**		**$2,000**	**$3,071,548**	**$0**
0201 0000	Basic Services (SMMA)											
0201 0100	Programming/Schematic Design	$468,000	$0	$468,000	$468,000	$468,000	$0	$0	100%	$0	$468,000	$0
0201 0400	Design Development	$572,000	$0	$572,000	$572,000	$572,000	$0	$0	100%	$0	$572,000	$0
0201 0500	Construction Contract Documents	$780,000	$0	$780,000	$780,000	$780,000	$0	$0	100%	$0	$780,000	$0
0201 0600	Bidding	$130,000	$0	$130,000	$130,000	$130,000	$0	$0	100%	$0	$130,000	$0
0201 0700	Construction Contract Administration	$650,000	$0	$650,000	$650,000	$507,000	$143,000	$0	78%	$0	$650,000	$0
0203 0000	Reimbursable and Other Services											
0203 9900	Other Reimbursable Costs	$12,500	($10,844)	$1,656	$1,656	$0	$1,656	$0	0%	$0	$1,656	$0
0203 9900	Hydrant Flow Test	$0	$2,000	$2,000	$0	$0	$0	$2,000		$2,000	$2,000	$0
0203 9900	FF&E (Ricciarelli)/Technology Design	$300,000	($172,633)	$127,367	$127,367	$97,367	$30,000	($0)	76%	($0)	$127,367	$0
0204 0000	Sub-Consultants											
0204 0200	Hazardous Materials (UEC)	$100,000	$0	$100,000	$100,000	$26,400	$73,600	$0	26%	$0	$100,000	$0
0204 0300	GeoTechnical & Geo-Environmental (H&A)	$120,000	$20,525	$140,525	$140,525	$132,308	$8,217	$0	94%	$0	$140,525	$0
0204 1200	Traffic Studies (BSC)	$100,000	$0	$100,000	$100,000	$69,959	$30,041	$0	70%	$0	$100,000	$0
0300 0000	**SITE ACQUISITION [N/A]**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**
0301 0000	Land/Building Purchase	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0302 0000	Appraisal Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0303 0000	Recording Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0500 0000	**CONSTRUCTION CONTRACT**	**$28,827,403**	**($2,449,060)**	**$26,378,343**	**$26,378,344**	**$18,919,941**	**$7,458,402**	**($1)**		**$229,045**	**$26,607,389**	**$229,046**
0501 0000	Pre-Construction Services	$100,000	($2,500)	$97,500	$97,500	$97,500	$0	$0	100%	$0	$97,500	$0
0502 0000	Construction											
0502 0000	Construction Budget	$20,080,350	$450,616	$20,530,966	$20,530,966	$14,669,714	$5,861,252	$0	71%	$0	$20,530,966	$0
0502 0030	CM Contingency	$0	$611,409	$611,409	$611,409	$76,048	$535,361	$0	12%	$0	$611,409	$0
0502 0040	Holds/Allowances	$0	$1,148,362	$1,148,362	$1,148,362	$732,989	$415,373	$0	64%	$0	$1,148,362	$0
0502 0100	Division 1 - General Conditions	$0	$3,035,935	$3,035,935	$3,035,935	$2,715,225	$320,710	$0	89%	$0	$3,035,935	$0
0502 0100	Division 1 - General Requirements	$0	$1,049,742	$1,049,742	$1,049,742	$837,536	$212,206	$0	80%	$0	$1,049,742	$0
0502 3100	Division 31 - Earthwork	$4,900,000	($4,900,000)	$0	$0	$0	$0	$0		$0	$0	$0
0508 0000	Owner Change Orders	$0	$581,685	$581,685	$581,686	$581,686	$0	($1)	100%	$229,045	$810,731	$229,046
0508 0100	Owner Change Orders - Budget Release (Holds/Allowances)	$0	($931,256)	($931,256)	($931,256)	($931,256)	$0	$0	100%	$0	($931,256)	$0
0509 0000	Design/Pricing Contingency	$3,747,053	($3,747,053)	$0	$0	$0	$0	$0		$0	$0	$0
0509 0000	Owner's Contingency Within GMP	$0	$254,000	$254,000	$254,000	$140,500	$113,500	$0	55%	$0	$254,000	$0
0600 0000	**MISCELLANEOUS PROJECT COSTS**	**$250,000**	**$91,000**	**$341,000**	**$207,453**	**$176,344**	**$31,109**	**$133,547**		**$133,547**	**$341,000**	**$0**
0601 0000	Utility Company Fees	$100,000	($75,000)	$25,000	$0	$0	$0	$25,000		$25,000	$25,000	$0
0602 0000	Testing Services (Miller & UTS)	$50,000	$33,000	$83,000	$83,000	$65,960	$17,040	$0	79%	$0	$83,000	$0
0602 0100	Building Commissioning Services (EEI)	$0	$58,000	$58,000	$58,000	$43,930	$14,070	$0	76%	$0	$58,000	$0
0603 0000	Swing Space/Modulars	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0699 0000	Other Project Costs (Moving, etc.)	$100,000	$75,000	$175,000	$66,453	$66,453	$0	$108,547	100%	$108,547	$175,000	$0
0700 0000	**FURNISHINGS & EQUIPMENT**	**$3,200,000**	**($815,000)**	**$2,385,000**	**$210,382**	**$47,595**	**$162,787**	**$2,174,618**		**$2,174,618**	**$2,385,000**	**$0**
0701 0000	Furnishings & Equipment (FF+E)	$1,600,000	($160,000)	$1,440,000	$23,099	$23,099	$0	$1,416,901	100%	$1,416,901	$1,440,000	$0
0702 0000	Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0703 0000	Technology	$1,600,000	($655,000)	$945,000	$187,283	$24,496	$162,787	$757,717	13%	$757,717	$945,000	$0
0799 0000	Other Furnishings & Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0800 0000	**OWNER'S CONTINGENCY**	**$3,161,130**	**($2,002,221)**	**$1,158,909**	**$0**	**$0**	**$0**	**$1,158,909**		**$929,863**	**$929,863**	**($229,046)**
0801 0000	Owner's Contingency (soft)	$507,181	($507,181)	$0	$0	$0	$0	$0		$0	$0	$0
0507 0000	Owner's Contingency (hard & soft combined)	$2,653,949	($1,495,040)	$1,158,909	$0	$0	$0	$1,158,909		$929,863	$929,863	($229,046)
PROJECT TOTALS		**$39,688,188**	**($5,311,233)**	**$34,376,955**	**$30,842,353**	**$22,575,008**	**$8,267,344**	**$3,534,602**		**$3,534,602**	**$34,376,954**	**($0)**

Note: Owner's Contingency % of Remaining Construction Costs: 16%

Manchester School District - Hillside Middle School Project

Manchester School District - Hillside Middle School Porject
Project Director / Manager: David Saindon / Mark Lenfest

Period Ending 7/31/2026
Invoice Summary Package 30

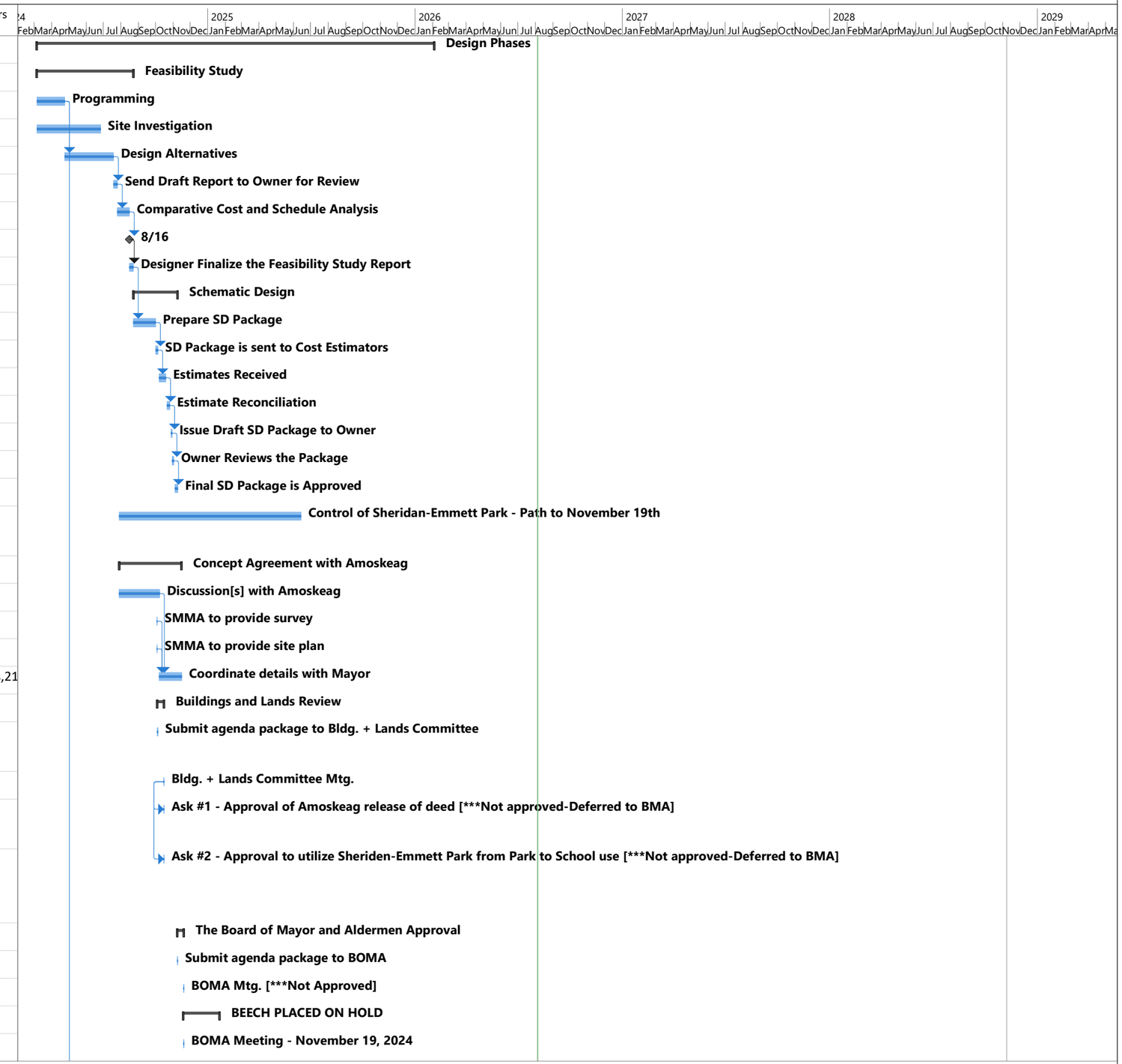
Current Budget

		Original Budget [A]	Budget Changes [B]	Current Budget [C]	Committed Costs [D]	Expended [E]	Unspent [F]=[D]-[E]	Remaining Budget [G]=[C]-[D]	% Complete (against committed) [H]=[E]/[J]	CTC (beyond committed) [I]	Anticipated C @ C [J]=[D]+[I]	Variance (Under) / Over [K]=[C]-[J]
0100 0000	**ADMINISTRATION (OPM & OTHER ADMIN. COSTS)**	**$1,017,155**	**($40,810)**	**$976,345**	**$910,816**	**$762,209**	**$148,606**	**$65,529**		**$65,529**	**$976,345**	**$0**
0101 0000	Legal Fees	$0	$10,000	$10,000	$0	$0	$0	$10,000		$10,000	$10,000	$0
0102 0000	Owner's Project Manager (Leftfield)											
0102 0100	Programming/Schematic Design	$76,728	$0	$76,728	$76,728	$76,728	$0	$0	100%	$0	$76,728	$0
0102 0400	Design Development	$57,546	$0	$57,546	$57,546	$57,546	$0	$0	100%	$0	$57,546	$0
0102 0500	Construction Contract Docs	$172,182	$0	$172,182	$172,182	$172,182	$0	$0	100%	$0	$172,182	$0
0102 0600	Bidding	$66,909	$0	$66,909	$66,909	$66,909	$0	$0	100%	$0	$66,909	$0
0102 0700	Construction Contract Administration	$609,254	($65,810)	$543,444	$502,915	$388,846	$114,069	$40,529	77%	$40,529	$543,444	$0
0102 0800	Closeout	$34,537	$0	$34,537	$34,537	$0	$34,537	$0	0%	$0	$34,537	$0
0102 0900	Extra Services - Liaison	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 0900	Extra Services - Jay Faxon - Incl. Above	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1000	Reimbursable & Other Services (A&A Move Management)	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 1100	Cost Estimates	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0102 9900	Other Project Manager Costs	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0103 0000	Advertising	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0104 0000	Permitting Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0105 0000	Owner's Insurance	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Other Administrative Costs	$0	$15,000	$15,000	$0	$0	$0	$15,000		$15,000	$15,000	$0
0199 0000	Structural Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Test Pit Observations	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Stormwater Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Conservation Commission Exposure	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0199 0000	Fire Alarm/Life Safety Peer Review	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0200 0000	**ARCHITECTURE & ENGINEERING**	**$4,087,500**	**($149,269)**	**$3,938,231**	**$3,936,230**	**$3,357,860**	**$578,371**	**$2,000**		**$2,000**	**$3,938,231**	**$0**
0201 0000	Basic Services (SMMA)											
0201 0100	Programming/Schematic Design	$612,000	$0	$612,000	$612,000	$612,000	$0	$0	100%	$0	$612,000	$0
0201 0400	Design Development	$748,000	$0	$748,000	$748,000	$748,000	$0	$0	100%	$0	$748,000	$0
0201 0500	Construction Contract Documents	$1,020,000	$0	$1,020,000	$1,020,000	$1,020,000	$0	$0	100%	$0	$1,020,000	$0
0201 0600	Bidding	$170,000	$0	$170,000	$170,000	$170,000	$0	$0	100%	$0	$170,000	$0
0201 0700	Construction Contract Administration	$850,000	$0	$850,000	$850,000	$433,500	$416,500	$0	51%	$0	$850,000	$0
0203 0000	Reimbursable and Other Services											
0203 9900	Other Reimbursable Costs (consultant contingency)	$12,500	($8,906)	$3,594	$3,594	$3,594	$0	$0	100%	$0	$3,594	$0
0203 9900	Hydrant Flow Test	$0	$2,000	$2,000	$0	$0	$0	$2,000		$2,000	$2,000	$0
0203 9900	Con-Com	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0203 9900	FF&E (Ricciarelli)/Technology Design	$300,000	($168,943)	$131,057	$131,056	$72,556	$58,500	$0	55%	$0	$131,057	$0
0204 0000	Sub-Consultants											
0204 0200	Hazardous Materials (UEC)	$150,000	$0	$150,000	$150,000	$47,046	$102,954	$0	31%	$0	$150,000	$0
0204 0300	GeoTechnical & Geo-Environmental (H&A)	$125,000	$28,220	$153,220	$153,220	$153,220	$0	$0	100%	$0	$153,220	$0
0204 1200	Traffic Studies (BSC)	$100,000	($1,640)	$98,360	$98,360	$97,944	$416	$0	100%	$0	$98,360	$0
0300 0000	**SITE ACQUISITION [N/A]**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**		**$0**	**$0**	**$0**
0301 0000	Land/Building Purchase	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0302 0000	Appraisal Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0303 0000	Recording Fees	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0500 0000	**CONSTRUCTION CONTRACT**	**$43,527,708**	**$1,956,626**	**$45,484,334**	**$45,484,334**	**$24,480,348**	**$21,003,986**	**$0**		**$498,172**	**$45,982,506**	**$498,172**
0501 0000	Pre-Construction Services (Incl. in GMP Price)	$100,000	($2,500)	$97,500	$97,500	$97,500	$0	$0	100%	$0	$97,500	$0
0502 0000	Construction											
0502 0000	Construction Budget (Includes Additional Precon)	$34,063,224	$1,914,400	$35,977,624	$35,977,624	$20,067,388	$15,910,236	$0	56%	$0	$35,977,624	$0
0502 0030	CM Contingency	$0	$1,066,171	$1,066,171	$1,066,171	$3,500	$1,062,671	$0	0%	$0	$1,066,171	$0
0502 0040	Holds/Allowances	$0	$2,129,386	$2,129,386	$2,129,386	$853,103	$1,276,283	$0	40%	$0	$2,129,386	$0
0502 0100	Division 1 - General Conditions	$0	$3,753,777	$3,753,777	$3,753,777	$1,807,377	$1,946,400	$0	48%	$0	$3,753,777	$0
0502 0100	Division 1 - General Requirements	$0	$1,017,077	$1,017,077	$1,017,077	$775,117	$241,960	$0	76%	$0	$1,017,077	$0
0502 3100	Division 31 - Earthwork	$3,700,000	($3,700,000)	$0	$0	$0	$0	$0		$0	$0	$0
0508 0000	Owner Change Orders	$0	$492,799	$492,799	$492,799	$400,720	$92,079	$0	81%	$913,704	$1,406,503	$913,704
0508 0100	Owner Change Orders - Budget Release (Holds/Allowances)	$0	$0	$0	$0	$0	$0	$0		($415,532)	($415,532)	($415,532)
0509 0000	Design/Pricing Contingency	$5,664,484	($5,664,484)	$0	$0	$0	$0	$0		$0	$0	$0
0509 0000	Owner's Contingency Within GMP	$0	$950,000	$950,000	$950,000	$475,643	$474,357	$0	50%	$0	$950,000	$0
0600 0000	**MISCELLANEOUS PROJECT COSTS**	**$250,000**	**$233,000**	**$483,000**	**$238,489**	**$213,906**	**$24,584**	**$244,511**		**$244,511**	**$483,000**	**$0**
0601 0000	Utility Company Fees	$100,000	($75,000)	$25,000	$0	$0	$0	$25,000		$25,000	$25,000	$0
0602 0000	Testing Services (Miller & UTS)	$50,000	$100,000	$150,000	$112,000	$103,733	$8,267	$38,000	93%	$38,000	$150,000	$0
0602 0100	Building Commissioning Services (EEI)	$0	$58,000	$58,000	$58,000	$41,683	$16,317	$0	72%	$0	$58,000	$0
0603 0000	Swing Space/Modulars	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0699 0000	Other Project Costs (Moving, etc.)	$100,000	$150,000	$250,000	$68,489	$68,489	$0	$181,511	100%	$181,511	$250,000	$0
0700 0000	**FURNISHINGS & EQUIPMENT**	**$3,520,000**	**$105,000**	**$3,625,000**	**$453,840**	**$0**	**$453,840**	**$3,171,160**		**$3,171,160**	**$3,625,000**	**$0**
0701 0000	Furnishings & Equipment (FF+E)	$1,760,000	$400,000	$2,160,000	$0	$0	$0	$2,160,000		$2,160,000	$2,160,000	$0
0702 0000	Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0703 0000	Technology	$1,760,000	($295,000)	$1,465,000	$453,840	$0	$453,840	$1,011,160	0%	$1,011,160	$1,465,000	$0
0799 0000	Other Furnishings & Equipment	$0	$0	$0	$0	$0	$0	$0		$0	$0	$0
0800 0000	**OWNER'S CONTINGENCY**	**$4,601,489**	**($2,224,841)**	**$2,376,648**	**$0**	**$0**	**$0**	**$2,376,648**		**$1,878,476**	**$1,878,476**	**($498,172)**
0801 0000	Owner's Contingency (soft)	$713,393	($713,393)	$0	$0	$0	$0	$0		$0	$0	$0
0507 0000	Owner's Contingency (hard & soft combined)	$3,888,096	($1,511,448)	$2,376,648	$0	$0	$0	$2,376,648		$1,878,476	$1,878,476	($498,172)
	PROJECT TOTALS	**$57,003,852**	**($120,294)**	**$56,883,558**	**$51,023,710**	**$28,814,323**	**$22,209,387**	**$5,859,848**		**$5,859,848**	**$56,883,558**	**$0**

Note: Owner's Contingency % of Remaining Construction Costs: 11%

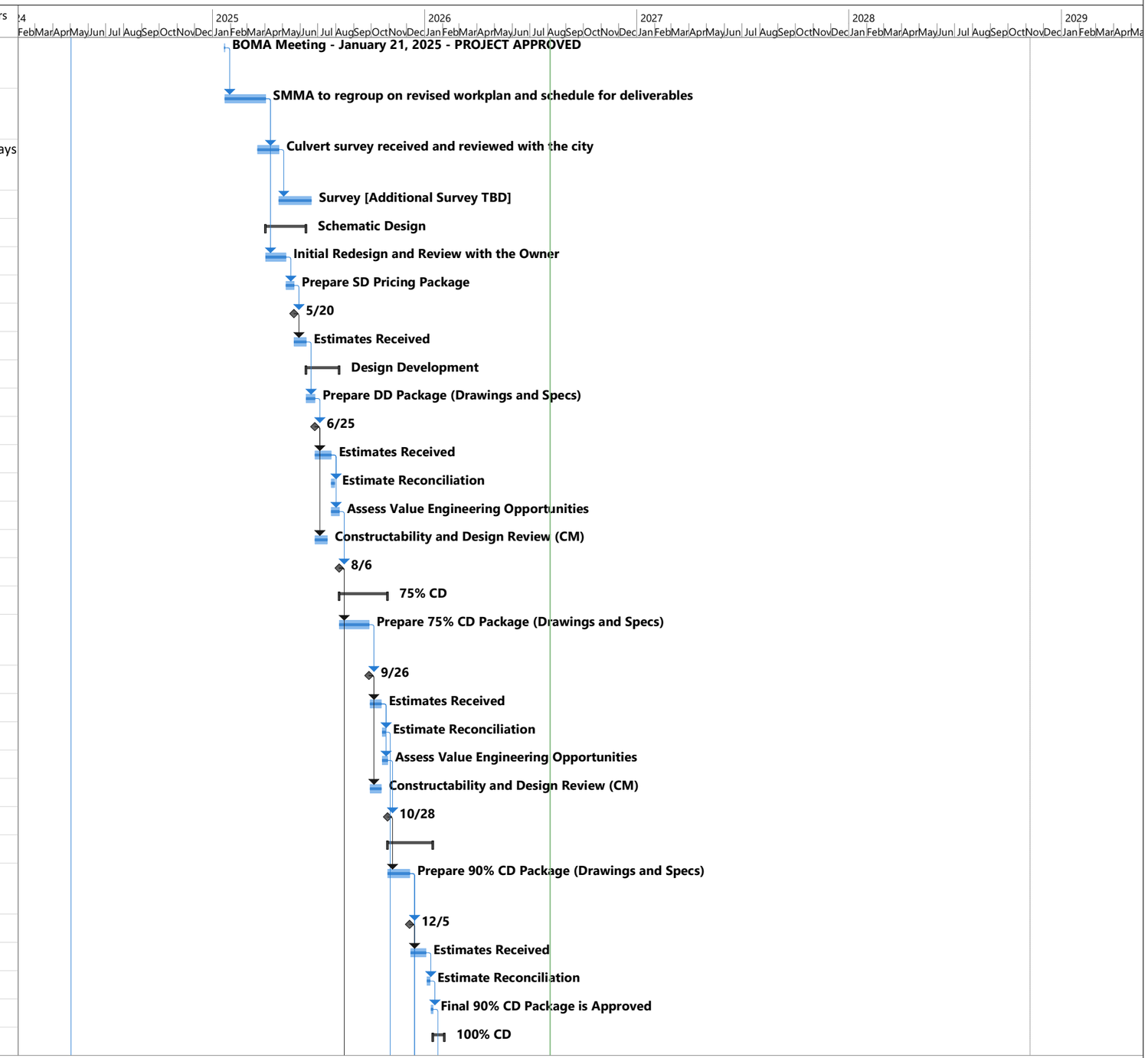
BEECH STREET ELEMENTARY SCHOOL PROJECT

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
1		**100%**	**Design Phases**	**497 days**	**Wed 3/6/24**	**Tue 2/3/26**	
2		**100%**	**Feasibility Study**	**120 days**	**Wed 3/6/24**	**Thu 8/22/24**	
3		100%	Programming	35 days	Wed 3/6/24	Tue 4/23/24	
4		100%	Site Investigation	80 days	Wed 3/6/24	Tue 6/25/24	
5		100%	Design Alternatives	60 days	Wed 4/24/24	Thu 7/18/24	3
6		100%	Send Draft Report to Owner for Review	5 days	Fri 7/19/24	Thu 7/25/24	5
7		100%	Comparative Cost and Schedule Analysis	15 days	Fri 7/26/24	Thu 8/15/24	6
8		100%	Owner Selects the Preferred Option	0 days	Fri 8/16/24	Fri 8/16/24	7
9		100%	Designer Finalize the Feasibility Study Re	5 days	Fri 8/16/24	Thu 8/22/24	8
10		**100%**	**Schematic Design**	**55 days**	**Fri 8/23/24**	**Fri 11/8/24**	
11		100%	Prepare SD Package	26 days	Fri 8/23/24	Mon 9/30/24	9
12		100%	SD Package is sent to Cost Estimators	4 days	Tue 10/1/24	Fri 10/4/24	11
13		100%	Estimates Received	10 days	Mon 10/7/24	Fri 10/18/24	12
14		100%	Estimate Reconciliation	5 days	Mon 10/21/24	Fri 10/25/24	13
15		100%	Issue Draft SD Package to Owner	2 days	Mon 10/28/24	Tue 10/29/24	14
16		100%	Owner Reviews the Package	3 days	Wed 10/30/24	Fri 11/1/24	15
17		100%	Final SD Package is Approved	5 days	Mon 11/4/24	Fri 11/8/24	16
18		100%	Control of Sheridan-Emmett Park - Path to November 19th	229 days	Mon 7/29/24	Fri 6/13/25	
19		**100%**	Concept Agreement with Amoskeag	**79 days**	**Mon 7/29/24**	**Fri 11/15/24**	
20		100%	Discussion[s] with Amoskeag	50 days	Mon 7/29/24	Mon 10/7/24	
21		100%	SMMA to provide survey	1 day	Thu 10/3/24	Thu 10/3/24	
22		100%	SMMA to provide site plan	1 day	Thu 10/3/24	Thu 10/3/24	
23		100%	Coordinate details with Mayor	30 days	Mon 10/7/24	Fri 11/15/24	20FS-8 hrs,21
24		**100%**	Buildings and Lands Review	**8 days**	**Fri 10/4/24**	**Tue 10/15/24**	
25		100%	Submit agenda package to Bldg. + Lands Committee	1 day	Fri 10/4/24	Fri 10/4/24	
26		100%	Bldg. + Lands Committee Mtg.	1 day	Tue 10/15/24	Tue 10/15/24	
27		100%	Ask #1 - Approval of Amoskeag release of deed [***Not approved-Deferred to BMA]	1 day	Tue 10/15/24	Tue 10/15/24	26SS
28		100%	Ask #2 - Approval to utilize Sheriden-Emmett Park from Park to School use [***Not approved-Deferred to BMA]	1 day	Tue 10/15/24	Tue 10/15/24	26SS
29		**100%**	The Board of Mayor and Aldermen Approv	**8 days**	**Fri 11/8/24**	**Tue 11/19/24**	
30		100%	Submit agenda package to BOMA	1 day	Fri 11/8/24	Fri 11/8/24	
31		100%	**BOMA Mtg. [***Not Approved]**	1 day	Tue 11/19/24	Tue 11/19/24	
32		**100%**	**BEECH PLACED ON HOLD**	**46 days**	**Tue 11/19/24**	**Tue 1/21/25**	
33		100%	BOMA Meeting - November 19, 2024	1 day	Tue 11/19/24	Tue 11/19/24	



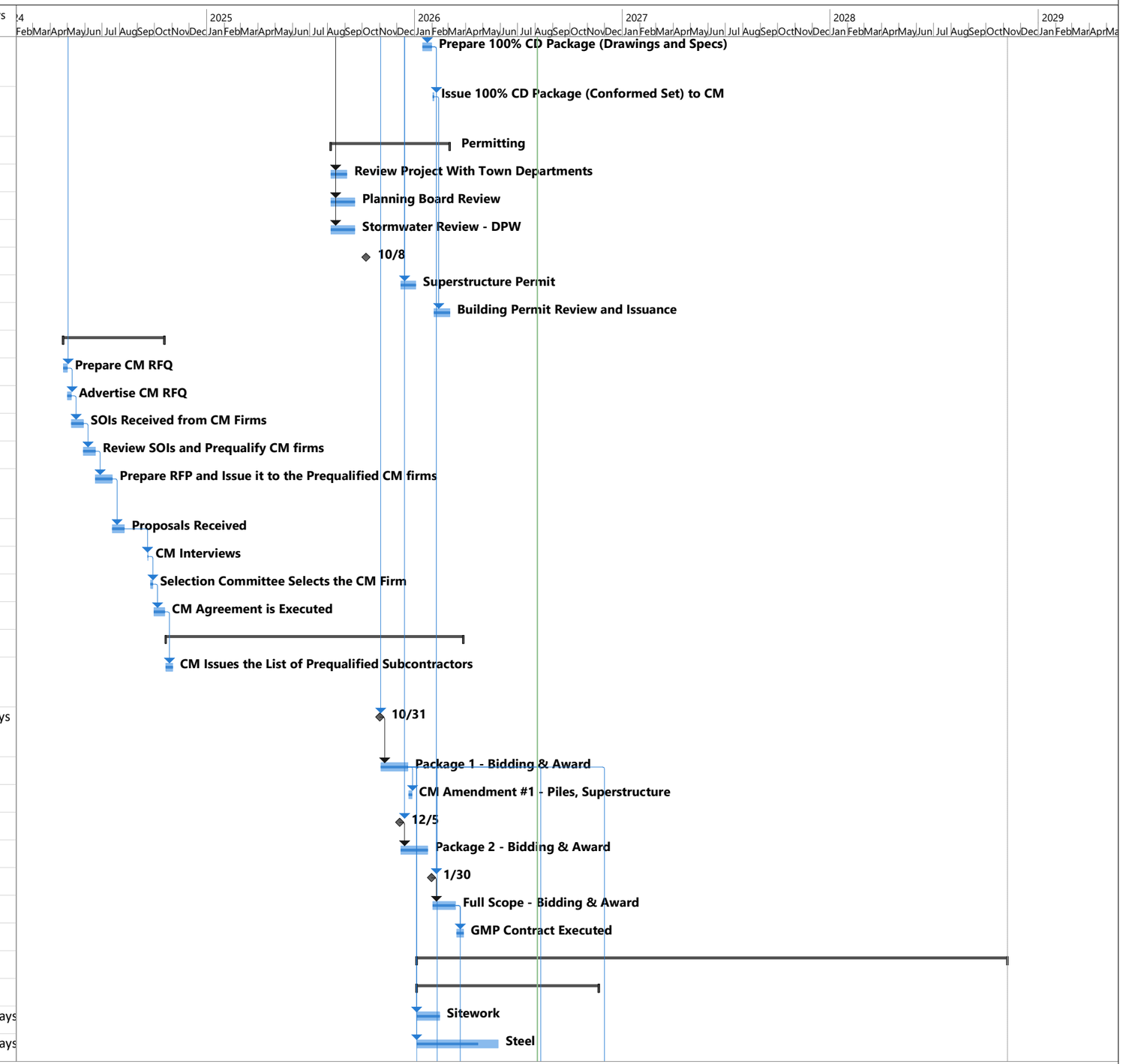
BEECH STREET ELEMENTARY SCHOOL PROJECT

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
34		100%	**BOMA Meeting - January 21, 2025 - PROJECT APPROVED**	1 day	Tue 1/21/25	Tue 1/21/25	
35		100%	SMMA to regroup on revised workplan and schedule for deliverables	50 days	Wed 1/22/25	Tue 4/1/25	34
36		100%	Culvert survey received and reviewed with the city	27 days	Wed 3/19/25	Thu 4/24/25	35FS-10 days
37		100%	Survey [Additional Survey TBD]	40 days	Fri 4/25/25	Thu 6/19/25	36
38		**100%**	**Schematic Design**	**50 days**	**Wed 4/2/25**	**Tue 6/10/25**	
39		100%	Initial Redesign and Review with the Ow	25 days	Wed 4/2/25	Tue 5/6/25	35
40		100%	Prepare SD Pricing Package	10 days	Wed 5/7/25	Tue 5/20/25	39
41		100%	DD Package is sent to Cost Estimators	0 days	Tue 5/20/25	Tue 5/20/25	40
42		100%	Estimates Received	15 days	Wed 5/21/25	Tue 6/10/25	41
43		**100%**	**Design Development**	**41 days**	**Wed 6/11/25**	**Wed 8/6/25**	
44		100%	Prepare DD Package (Drawings and Spec	11 days	Wed 6/11/25	Wed 6/25/25	42
45		100%	DD Package is sent to Cost Estimators	0 days	Wed 6/25/25	Wed 6/25/25	44
46		100%	Estimates Received	20 days	Thu 6/26/25	Wed 7/23/25	45
47		100%	Estimate Reconciliation	4 days	Thu 7/24/25	Tue 7/29/25	46
48		100%	Assess Value Engineering Opportunities	10 days	Thu 7/24/25	Wed 8/6/25	46
49		100%	Constructability and Design Review (CM)	15 days	Thu 6/26/25	Wed 7/16/25	45
50		100%	Final DD Package is Approved	0 days	Wed 8/6/25	Wed 8/6/25	48
51		**100%**	**75% CD**	**59 days**	**Thu 8/7/25**	**Tue 10/28/25**	
52		100%	Prepare 75% CD Package (Drawings and Specs)	37 days	Thu 8/7/25	Fri 9/26/25	50
53		100%	75% CD Package is sent to Cost Estimato	0 days	Fri 9/26/25	Fri 9/26/25	52
54		100%	Estimates Received	15 days	Mon 9/29/25	Fri 10/17/25	53
55		100%	Estimate Reconciliation	5 days	Mon 10/20/25	Fri 10/24/25	54
56		100%	Assess Value Engineering Opportunities	7 days	Mon 10/20/25	Tue 10/28/25	54
57		100%	Constructability and Design Review (CM)	15 days	Mon 9/29/25	Fri 10/17/25	53
58		100%	Final 75% CD Package is Approved	0 days	Tue 10/28/25	Tue 10/28/25	56
59		**100%**	**90% CD**	**56 days**	**Wed 10/29/25**	**Wed 1/14/26**	
60		100%	Prepare 90% CD Package (Drawings and Specs)	28 days	Wed 10/29/25	Fri 12/5/25	58
61		100%	90% CD Package is sent to Cost Estimato	0 days	Fri 12/5/25	Fri 12/5/25	60
62		100%	Estimates Received	20 days	Mon 12/8/25	Fri 1/2/26	61
63		100%	Estimate Reconciliation	5 days	Mon 1/5/26	Fri 1/9/26	62
64		100%	Final 90% CD Package is Approved	3 days	Mon 1/12/26	Wed 1/14/26	63
65		**100%**	**100% CD**	**14 days**	**Thu 1/15/26**	**Tue 2/3/26**	



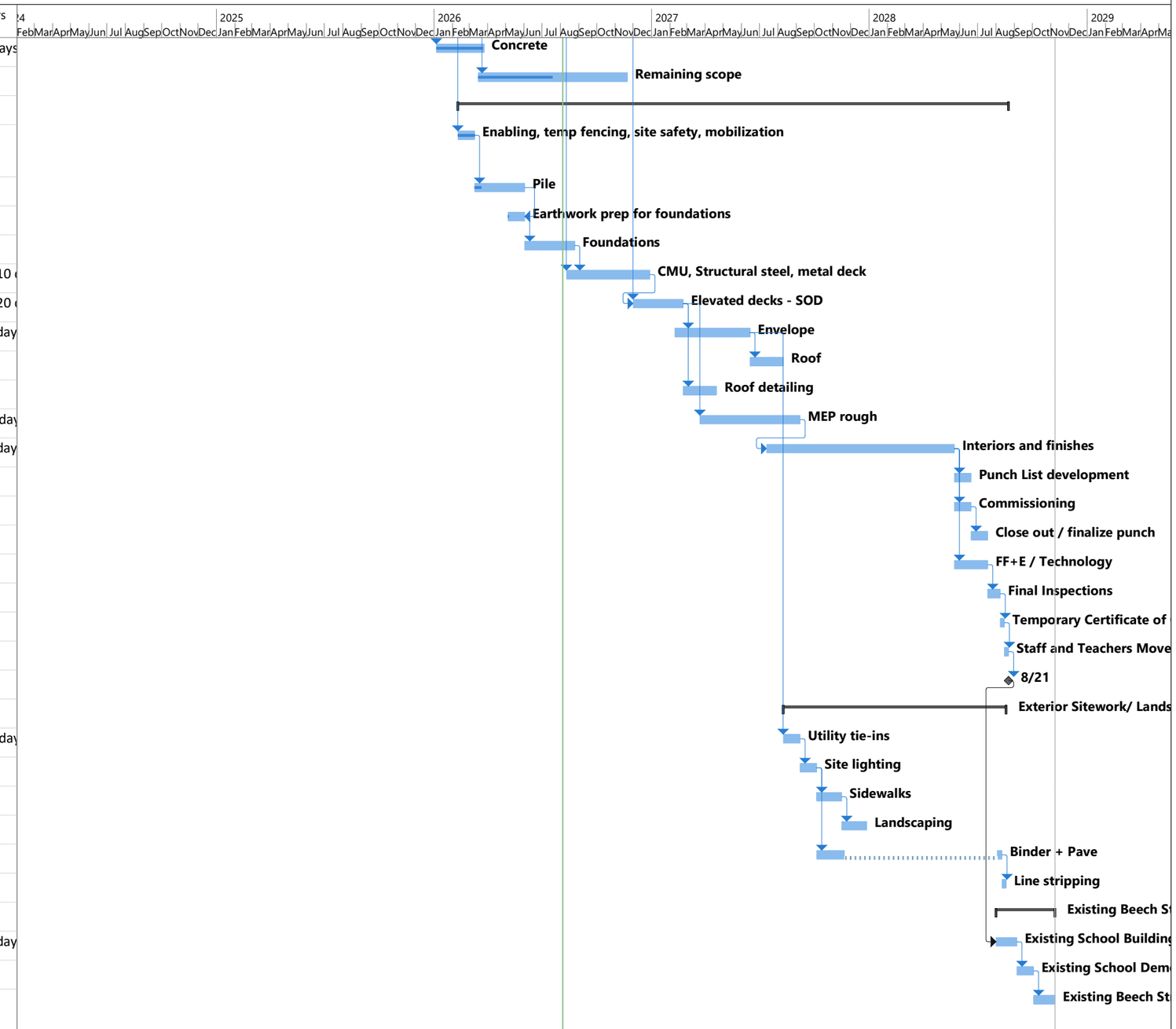
BEECH STREET ELEMENTARY SCHOOL PROJECT

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
66		100%	Prepare 100% CD Package (Drawings and Specs)	12 days	Thu 1/15/26	Fri 1/30/26	64
67		100%	Issue 100% CD Package (Conformed Set) to CM	2 days	Mon 2/2/26	Tue 2/3/26	66
68		**100%**	**Permitting**	**149 days**	**Thu 8/7/25**	**Tue 3/3/26**	
69		100%	Review Project With Town Departments	20 days	Thu 8/7/25	Wed 9/3/25	50
70		100%	Planning Board Review	30 days	Thu 8/7/25	Wed 9/17/25	50
71		100%	Stormwater Review - DPW	30 days	Thu 8/7/25	Wed 9/17/25	50
72		100%	DES Alteration Permit	0 days	Wed 10/8/25	Wed 10/8/25	
73		100%	Superstructure Permit	20 days	Mon 12/8/25	Fri 1/2/26	60
74		100%	Building Permit Review and Issuance	20 days	Wed 2/4/26	Tue 3/3/26	67
75		**100%**	**CM Procurement**	**125 days**	**Wed 4/24/24**	**Fri 10/18/24**	
76		100%	Prepare CM RFQ	5 days	Wed 4/24/24	Tue 4/30/24	3
77		100%	Advertise CM RFQ	5 days	Wed 5/1/24	Tue 5/7/24	76
78		100%	SOIs Received from CM Firms	15 days	Wed 5/8/24	Tue 5/28/24	77
79		100%	Review SOIs and Prequalify CM firms	15 days	Wed 5/29/24	Tue 6/18/24	78
80		100%	Prepare RFP and Issue it to the Prequalified CM firms	20 days	Wed 6/19/24	Thu 7/18/24	79
81		100%	Proposals Received	15 days	Fri 7/19/24	Thu 8/8/24	80
82		100%	CM Interviews	1 day	Thu 9/19/24	Thu 9/19/24	81
83		100%	Selection Committee Selects the CM Firm	4 days	Tue 9/24/24	Fri 9/27/24	82
84		100%	CM Agreement is Executed	15 days	Mon 9/30/24	Fri 10/18/24	83
85		**99%**	**Early Packages Bidding and GMP Contract**	**375 days**	**Mon 10/21/24**	**Fri 3/27/26**	
86		100%	CM Issues the List of Prequalified Subcontractors	10 days	Mon 10/21/24	Fri 11/1/24	84
87		100%	Early Bid Package 1 - Piles, Superstructure Issued to CM	0 days	Fri 10/31/25	Fri 10/31/25	55FS+5 days
88		100%	Package 1 - Bidding & Award	35 days	Mon 11/3/25	Fri 12/19/25	87
89		100%	CM Amendment #1 - Piles, Superstructure	5 days	Mon 12/22/25	Fri 12/26/25	88
90		100%	Early Bid Package 2 - Site	0 days	Fri 12/5/25	Fri 12/5/25	60
91		100%	Package 2 - Bidding & Award	35 days	Mon 12/8/25	Fri 1/23/26	90
92		100%	Full Scope Issued to CM	0 days	Fri 1/30/26	Fri 1/30/26	66
93		95%	Full Scope - Bidding & Award	30 days	Mon 2/2/26	Fri 3/13/26	92
94		100%	GMP Contract Executed	10 days	Mon 3/16/26	Fri 3/27/26	93
95		**16%**	**Construction**	**742 days**	**Mon 1/5/26**	**Tue 11/7/28**	
96		**68%**	**Procurement [shops, fab & deliver]**	**230 days**	**Mon 1/5/26**	**Fri 11/20/26**	
97		100%	Sitework	30 days	Mon 1/5/26	Fri 2/13/26	88FS+10 days
98		75%	Steel	103 days	Mon 1/5/26	Wed 5/27/26	88FS+10 days



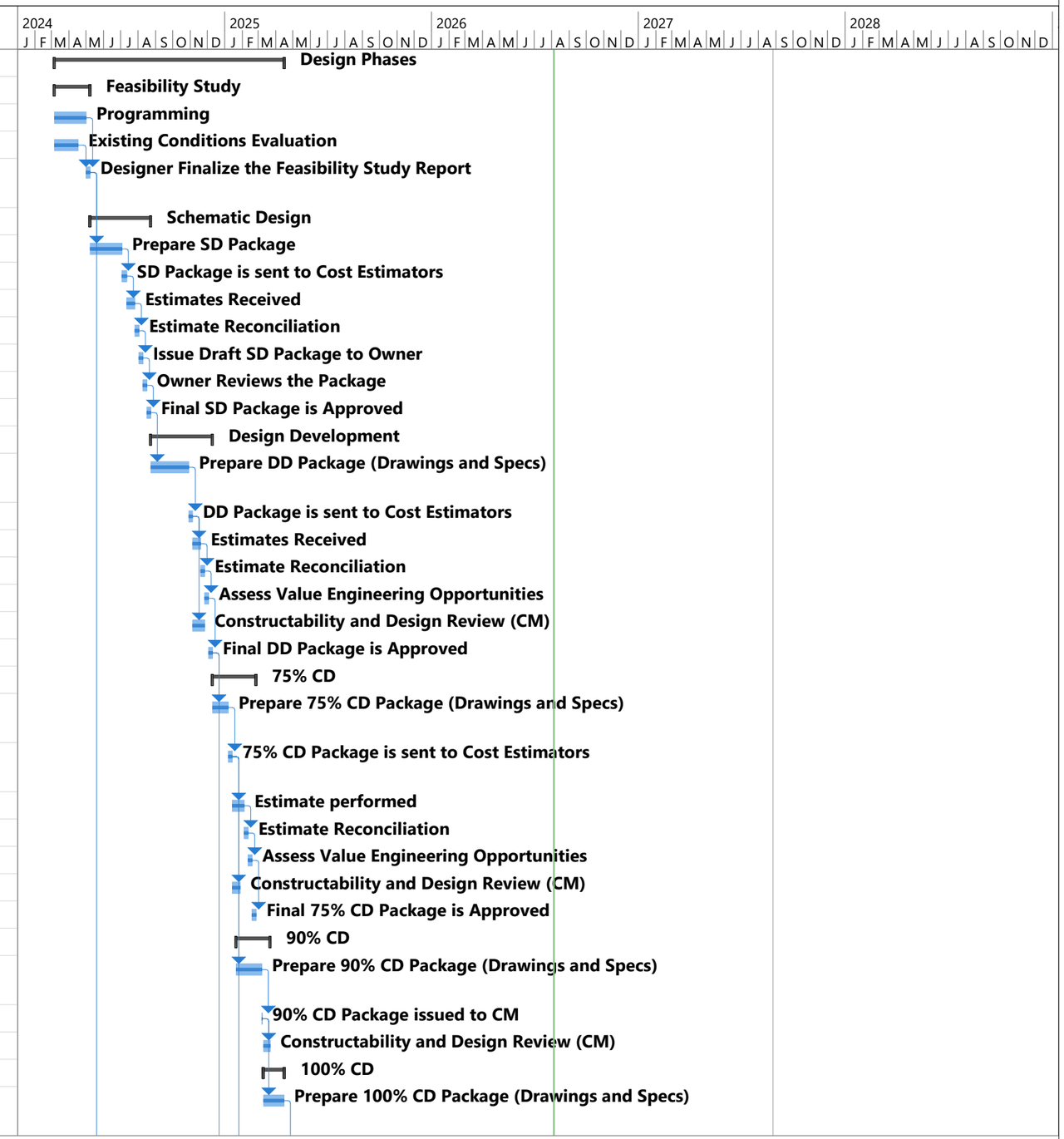
BEECH STREET ELEMENTARY SCHOOL PROJECT

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
99		95%	Concrete	58 days	Mon 1/5/26	Wed 3/25/26	88FS+10 days
100		50%	Remaining scope	180 days	Mon 3/16/26	Fri 11/20/26	93
101		**3%**	**Construction [New Beech]**	**660 days**	**Tue 2/10/26**	**Mon 8/21/28**	
102		100%	Enabling, temp fencing, site safety, mobilization	20 days	Tue 2/10/26	Mon 3/9/26	88FS+36 days
103		15%	Pile	60 days	Tue 3/10/26	Mon 6/1/26	102
104		5%	Earthwork prep for foundations	20 days	Tue 5/5/26	Mon 6/1/26	103FF
105		0%	Foundations	60 days	Tue 6/2/26	Mon 8/24/26	104
106		0%	CMU, Structural steel, metal deck	100 days	Tue 8/11/26	Mon 12/28/26	88,105FS-10
107		0%	Elevated decks - SOD	60 days	Tue 12/1/26	Mon 2/22/27	88,106FS-20
108		0%	Envelope	90 days	Tue 2/9/27	Mon 6/14/27	107FS-10 day
109		0%	Roof	40 days	Tue 6/15/27	Mon 8/9/27	108
110		0%	Roof detailing	40 days	Tue 2/23/27	Mon 4/19/27	107
111		0%	MEP rough	120 days	Tue 3/23/27	Mon 9/6/27	107FS+20 day
112		0%	Interiors and finishes	225 days	Tue 7/13/27	Mon 5/22/28	111FS-40 day
113		0%	Punch List development	20 days	Tue 5/23/28	Mon 6/19/28	112
114		0%	Commissioning	20 days	Tue 5/23/28	Mon 6/19/28	112
115		0%	Close out / finalize punch	20 days	Tue 6/20/28	Mon 7/17/28	114
116		0%	FF+E / Technology	40 days	Tue 5/23/28	Mon 7/17/28	112
117		0%	Final Inspections	15 days	Tue 7/18/28	Mon 8/7/28	116
118		0%	Temporary Certificate of Occupancy	5 days	Tue 8/8/28	Mon 8/14/28	117
119		0%	Staff and Teachers Move-In	5 days	Tue 8/15/28	Mon 8/21/28	118
120		0%	New Building Occupied	0 days	Mon 8/21/28	Mon 8/21/28	119
121		**0%**	**Exterior Sitework/ Landscaping**	**268 days**	**Tue 8/10/27**	**Thu 8/17/28**	
122		0%	Utility tie-ins	20 days	Tue 8/10/27	Mon 9/6/27	108FS+40 day
123		0%	Site lighting	20 days	Tue 9/7/27	Mon 10/4/27	122
124		0%	Sidewalks	30 days	Tue 10/5/27	Mon 11/15/27	123
125		0%	Landscaping	30 days	Tue 11/16/27	Mon 12/27/27	124
126		0%	Binder + Pave	223 days	Tue 10/5/27	Thu 8/10/28	123
127		0%	Line stripping	5 days	Fri 8/11/28	Thu 8/17/28	126
128		**0%**	**Existing Beech Street Site**	**71 days**	**Tue 8/1/28**	**Tue 11/7/28**	
129		0%	Existing School Building Abatement	25 days	Tue 8/1/28	Mon 9/4/28	120FS-15 day
130		0%	Existing School Demolition	20 days	Tue 9/5/28	Mon 10/2/28	129
131		0%	Existing Beech Street Field and associated sitework	26 days	Tue 10/3/28	Tue 11/7/28	130



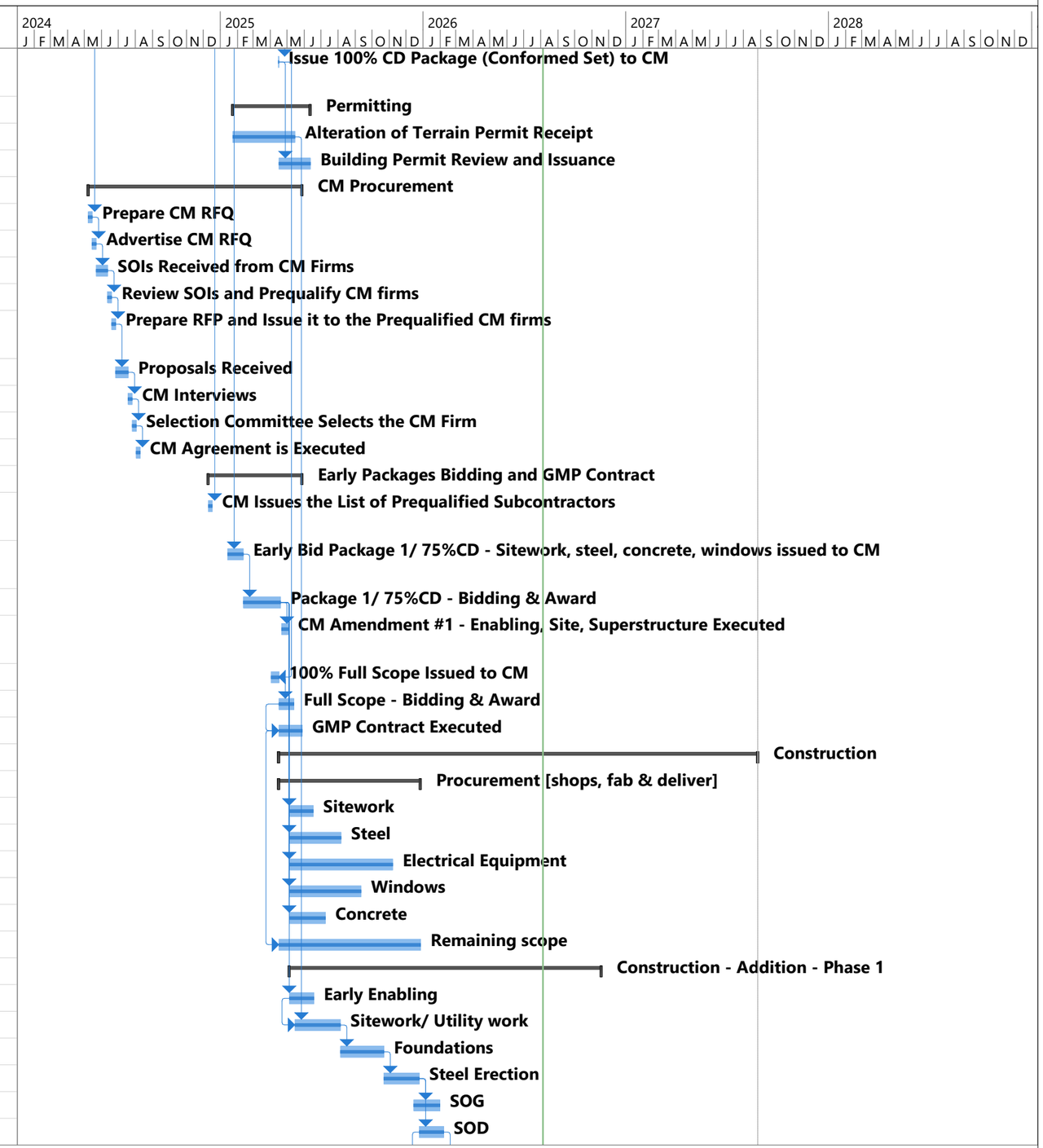
HILLSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
1		**100%**	**Design Phases**	**287 days**	**Wed 3/6/24**	**Tue 4/15/25**	
2		**100%**	**Feasibility Study**	**45 days**	**Wed 3/6/24**	**Tue 5/7/24**	
3		100%	Programming	40 days	Wed 3/6/24	Tue 4/30/24	
4		100%	Existing Conditions Evaluation	30 days	Wed 3/6/24	Tue 4/16/24	
5		100%	Designer Finalize the Feasibility Study Report	5 days	Wed 5/1/24	Tue 5/7/24	3,4
6		**100%**	**Schematic Design**	**75 days**	**Wed 5/8/24**	**Thu 8/22/24**	
7		100%	Prepare SD Package	40 days	Wed 5/8/24	Tue 7/2/24	5
8		100%	SD Package is sent to Cost Estimators	5 days	Wed 7/3/24	Thu 7/11/24	7
9		100%	Estimates Received	10 days	Fri 7/12/24	Thu 7/25/24	8
10		100%	Estimate Reconciliation	5 days	Fri 7/26/24	Thu 8/1/24	9
11		100%	Issue Draft SD Package to Owner	5 days	Fri 8/2/24	Thu 8/8/24	10
12		100%	Owner Reviews the Package	5 days	Fri 8/9/24	Thu 8/15/24	11
13		100%	Final SD Package is Approved	5 days	Fri 8/16/24	Thu 8/22/24	12
14		**100%**	**Design Development**	**76 days**	**Fri 8/23/24**	**Mon 12/9/24**	
15		100%	Prepare DD Package (Drawings and Specs)	46 days	Fri 8/23/24	Mon 10/28/24	13
16		100%	DD Package is sent to Cost Estimators	5 days	Tue 10/29/24	Mon 11/4/24	15
17		100%	Estimates Received	10 days	Tue 11/5/24	Mon 11/18/24	16
18		100%	Estimate Reconciliation	5 days	Tue 11/19/24	Mon 11/25/24	17
19		100%	Assess Value Engineering Opportuniti	5 days	Tue 11/26/24	Mon 12/2/24	18
20		100%	Constructability and Design Review (C	15 days	Tue 11/5/24	Mon 11/25/24	16
21		100%	Final DD Package is Approved	5 days	Tue 12/3/24	Mon 12/9/24	19
22		**100%**	**75% CD**	**55 days**	**Tue 12/10/24**	**Mon 2/24/25**	
23		100%	Prepare 75% CD Package (Drawings and Specs)	20 days	Tue 12/10/24	Mon 1/6/25	21
24		100%	75% CD Package is sent to Cost Estimators	5 days	Tue 1/7/25	Mon 1/13/25	23
25		100%	Estimate performed	15 days	Tue 1/14/25	Mon 2/3/25	24
26		100%	Estimate Reconciliation	5 days	Tue 2/4/25	Mon 2/10/25	25
27		100%	Assess Value Engineering Opportuniti	5 days	Tue 2/11/25	Mon 2/17/25	26
28		100%	Constructability and Design Review (C	10 days	Tue 1/14/25	Mon 1/27/25	24
29		100%	Final 75% CD Package is Approved	5 days	Tue 2/18/25	Mon 2/24/25	27
30		**100%**	**90% CD**	**44 days**	**Tue 1/21/25**	**Fri 3/21/25**	
31		100%	Prepare 90% CD Package (Drawings and Specs)	33 days	Tue 1/21/25	Thu 3/6/25	24
32		100%	90% CD Package issued to CM	1 day	Fri 3/7/25	Fri 3/7/25	31
33		100%	Constructability and Design Review (C	10 days	Mon 3/10/25	Fri 3/21/25	32
34		**100%**	**100% CD**	**27 days**	**Mon 3/10/25**	**Tue 4/15/25**	
35		100%	Prepare 100% CD Package (Drawings and Specs)	26 days	Mon 3/10/25	Mon 4/14/25	32



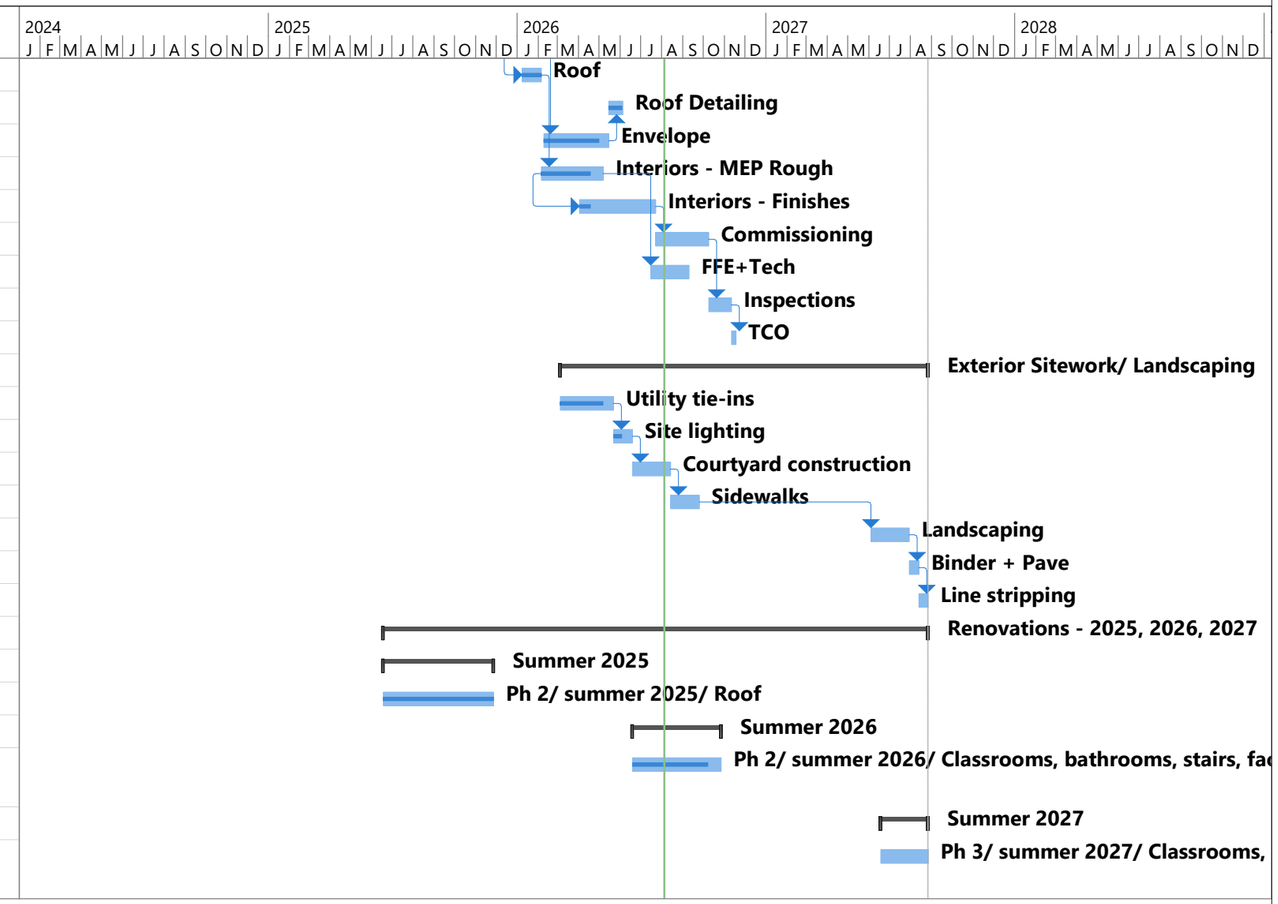
HILLSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
36		100%	Issue 100% CD Package (Conformed Set) to CM	1 day	Tue 4/15/25	Tue 4/15/25	35
37		**100%**	**Permitting**	**100 days**	**Thu 1/23/25**	**Wed 6/11/25**	
38		100%	Alteration of Terrain Permit Receipt	80 days	Thu 1/23/25	Wed 5/14/25	
39		100%	Building Permit Review and Issuance	41 days	Wed 4/16/25	Wed 6/11/25	36
40		**100%**	**CM Procurement**	**272 days**	**Wed 5/8/24**	**Tue 5/27/25**	
41		100%	Prepare CM RFQ	5 days	Wed 5/8/24	Tue 5/14/24	5
42		100%	Advertise CM RFQ	5 days	Wed 5/15/24	Tue 5/21/24	41
43		100%	SOIs Received from CM Firms	15 days	Wed 5/22/24	Tue 6/11/24	42
44		100%	Review SOIs and Prequalify CM firms	5 days	Wed 6/12/24	Tue 6/18/24	43
45		100%	Prepare RFP and Issue it to the Prequalified CM firms	5 days	Wed 6/19/24	Tue 6/25/24	44
46		100%	Proposals Received	15 days	Wed 6/26/24	Thu 7/18/24	45
47		100%	CM Interviews	5 days	Fri 7/19/24	Thu 7/25/24	46
48		100%	Selection Committee Selects the CM Fir	5 days	Fri 7/26/24	Thu 8/1/24	47
49		100%	CM Agreement is Executed	5 days	Fri 8/2/24	Thu 8/8/24	48
50		**100%**	**Early Packages Bidding and GMP Contr**	**121 days**	**Tue 12/10/24**	**Tue 5/27/25**	
51		100%	CM Issues the List of Prequalified Subcontractors	5 days	Tue 12/10/24	Mon 12/16/24	21
52		100%	Early Bid Package 1/ 75%CD - Sitework, steel, concrete, windows	20 days	Tue 1/14/25	Mon 2/10/25	24
53		100%	Package 1/ 75%CD - Bidding & Award	49 days	Tue 2/11/25	Fri 4/18/25	52
54		100%	CM Amendment #1 - Enabling, Site, Superstructure Executed	10 days	Mon 4/21/25	Fri 5/2/25	53
55		100%	100% Full Scope Issued to CM	10 days	Wed 4/2/25	Tue 4/15/25	36FF
56		100%	Full Scope - Bidding & Award	19 days	Wed 4/16/25	Mon 5/12/25	55
57		100%	GMP Contract Executed	30 days	Wed 4/16/25	Tue 5/27/25	56SS
58		**74%**	**Construction**	**617 days**	**Wed 4/16/25**	**Thu 8/26/27**	
59		**100%**	**Procurement [shops, fab & deliver]**	**183 days**	**Wed 4/16/25**	**Fri 12/26/25**	
60		100%	Sitework	31 days	Mon 5/5/25	Mon 6/16/25	53FS+10 days
61		100%	Steel	67 days	Mon 5/5/25	Tue 8/5/25	53FS+10 days
62		100%	Electrical Equipment	134 days	Mon 5/5/25	Thu 11/6/25	53FS+10 days
63		100%	Windows	93 days	Mon 5/5/25	Wed 9/10/25	53FS+10 days
64		100%	Concrete	47 days	Mon 5/5/25	Tue 7/8/25	53FS+10 days
65		100%	Remaining scope	183 days	Wed 4/16/25	Fri 12/26/25	57SS
66		**66%**	**Construction - Addition - Phase 1**	**402 days**	**Mon 5/5/25**	**Tue 11/17/26**	
67		100%	Early Enabling	32 days	Mon 5/5/25	Tue 6/17/25	53FS+10 days
68		100%	Sitework/ Utility work	58 days	Thu 5/15/25	Mon 8/4/25	67SS,38
69		100%	Foundations	56 days	Tue 8/5/25	Tue 10/21/25	68
70		100%	Steel Erection	46 days	Wed 10/22/2	Wed 12/24/2	69
71		100%	SOG	35 days	Mon 12/15/2	Fri 1/30/26	70FS-8 days
72		100%	SOD	32 days	Thu 12/25/25	Fri 2/6/26	70



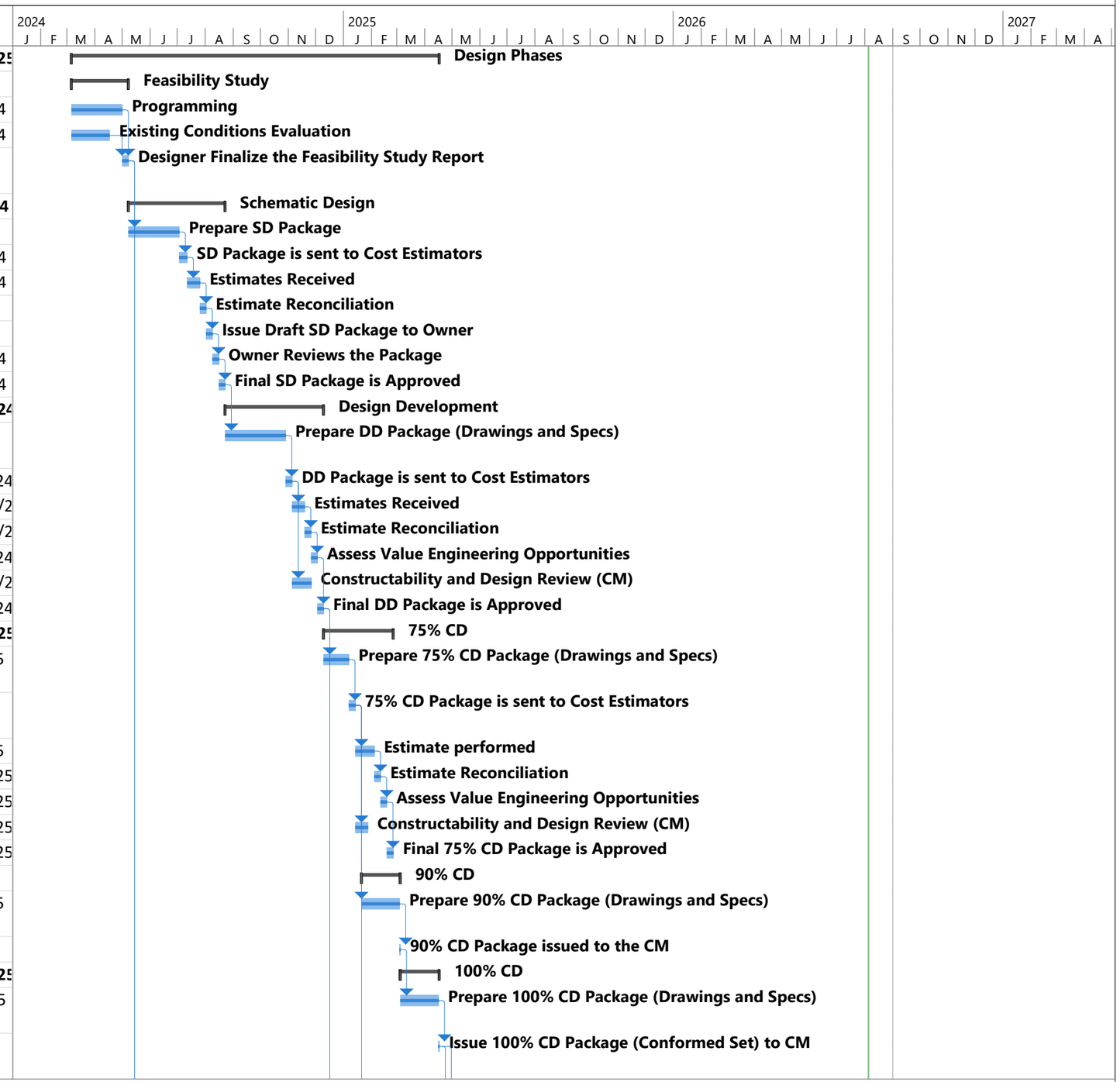
HILLSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish	Predecessors
73		100%	Roof	20 days	Thu 1/8/26	Wed 2/4/26	72SS+10 days
74		90%	Roof Detailing	15 days	Fri 5/15/26	Thu 6/4/26	75
75		85%	Envelope	69 days	Mon 2/9/26	Thu 5/14/26	72
76		80%	Interiors - MEP Rough	65 days	Thu 2/5/26	Wed 5/6/26	73
77		15%	Interiors - Finishes	80 days	Thu 4/2/26	Wed 7/22/26	76SS+40 days
78		0%	Commissioning	56 days	Thu 7/23/26	Thu 10/8/26	77
79		0%	FFE+Tech	40 days	Thu 7/16/26	Wed 9/9/26	76FS+50 days
80		0%	Inspections	23 days	Fri 10/9/26	Tue 11/10/26	78
81		0%	TCO	5 days	Wed 11/11/2	Tue 11/17/26	80
82		**26%**	**Exterior Sitework/ Landscaping**	**386 days**	**Thu 3/5/26**	**Thu 8/26/27**	
83		80%	Utility tie-ins	56 days	Thu 3/5/26	Thu 5/21/26	
84		40%	Site lighting	20 days	Fri 5/22/26	Thu 6/18/26	83
85		0%	Courtyard construction	40 days	Fri 6/19/26	Thu 8/13/26	84
86		0%	Sidewalks	30 days	Fri 8/14/26	Thu 9/24/26	85
87		0%	Landscaping	40 days	Fri 6/4/27	Thu 7/29/27	86FS+180 days
88		0%	Binder + Pave	10 days	Fri 7/30/27	Thu 8/12/27	87
89		0%	Line stripping	10 days	Fri 8/13/27	Thu 8/26/27	88
90		**75%**	**Renovations - 2025, 2026, 2027**	**572 days**	**Wed 6/18/25**	**Thu 8/26/27**	
91		**100%**	**Summer 2025**	**116 days**	**Wed 6/18/25**	**Wed 11/26/2**	
92		100%	Ph 2/ summer 2025/ Roof	116 days	Wed 6/18/25	Wed 11/26/2	
93		**85%**	**Summer 2026**	**92 days**	**Fri 6/19/26**	**Mon 10/26/2**	
94		85%	Ph 2/ summer 2026/ Classrooms, bathrooms, stairs, facade	92 days	Fri 6/19/26	Mon 10/26/26	
95		**0%**	**Summer 2027**	**50 days**	**Fri 6/18/27**	**Thu 8/26/27**	
96		0%	Ph 3/ summer 2027/ Classrooms, Gym, Café, bathrooms, stairs,	50 days	Fri 6/18/27	Thu 8/26/27	



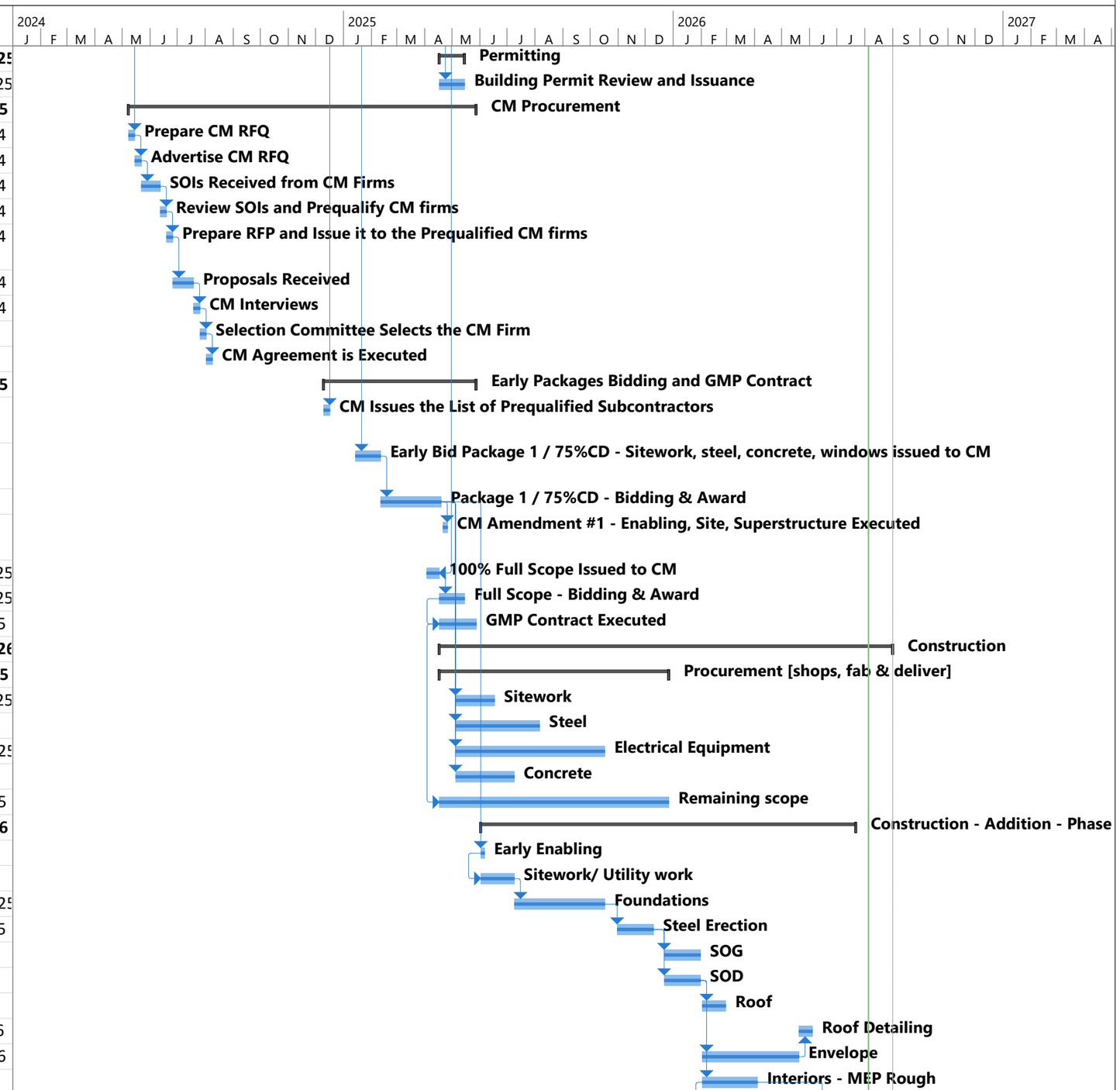
MCLAUGHLIN MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish
1		**100%**	**Design Phases**	**288 days**	**Wed 3/6/24**	**Wed 4/16/25**
2		**100%**	**Feasibility Study**	**45 days**	**Wed 3/6/24**	**Tue 5/7/24**
3		100%	Programming	40 days	Wed 3/6/24	Tue 4/30/24
4		100%	Existing Conditions Evaluation	30 days	Wed 3/6/24	Tue 4/16/24
5		100%	Designer Finalize the Feasibility Study Report	5 days	Wed 5/1/24	Tue 5/7/24
6		**100%**	**Schematic Design**	**75 days**	**Wed 5/8/24**	**Thu 8/22/24**
7		100%	Prepare SD Package	40 days	Wed 5/8/24	Tue 7/2/24
8		100%	SD Package is sent to Cost Estimators	5 days	Wed 7/3/24	Thu 7/11/24
9		100%	Estimates Received	10 days	Fri 7/12/24	Thu 7/25/24
10		100%	Estimate Reconciliation	5 days	Fri 7/26/24	Thu 8/1/24
11		100%	Issue Draft SD Package to Owner	5 days	Fri 8/2/24	Thu 8/8/24
12		100%	Owner Reviews the Package	5 days	Fri 8/9/24	Thu 8/15/24
13		100%	Final SD Package is Approved	5 days	Fri 8/16/24	Thu 8/22/24
14		**100%**	**Design Development**	**76 days**	**Fri 8/23/24**	**Mon 12/9/24**
15		100%	Prepare DD Package (Drawings and Specs)	46 days	Fri 8/23/24	Mon 10/28/24
16		100%	DD Package is sent to Cost Estimators	5 days	Tue 10/29/24	Mon 11/4/24
17		100%	Estimates Received	10 days	Tue 11/5/24	Mon 11/18/2
18		100%	Estimate Reconciliation	5 days	Tue 11/19/24	Mon 11/25/2
19		100%	Assess Value Engineering Opportuniti	5 days	Tue 11/26/24	Mon 12/2/24
20		100%	Constructability and Design Review (C	15 days	Tue 11/5/24	Mon 11/25/2
21		100%	Final DD Package is Approved	5 days	Tue 12/3/24	Mon 12/9/24
22		**100%**	**75% CD**	**55 days**	**Tue 12/10/24**	**Mon 2/24/25**
23		100%	Prepare 75% CD Package (Drawings and Specs)	20 days	Tue 12/10/24	Mon 1/6/25
24		100%	75% CD Package is sent to Cost Estimators	5 days	Tue 1/7/25	Mon 1/13/25
25		100%	Estimate performed	15 days	Tue 1/14/25	Mon 2/3/25
26		100%	Estimate Reconciliation	5 days	Tue 2/4/25	Mon 2/10/25
27		100%	Assess Value Engineering Opportuniti	5 days	Tue 2/11/25	Mon 2/17/25
28		100%	Constructability and Design Review (C	10 days	Tue 1/14/25	Mon 1/27/25
29		100%	Final 75% CD Package is Approved	5 days	Tue 2/18/25	Mon 2/24/25
30		**100%**	**90% CD**	**31 days**	**Tue 1/21/25**	**Tue 3/4/25**
31		100%	Prepare 90% CD Package (Drawings and Specs)	30 days	Tue 1/21/25	Mon 3/3/25
32		100%	90% CD Package issued to the CM	1 day	Tue 3/4/25	Tue 3/4/25
33		**100%**	**100% CD**	**31 days**	**Wed 3/5/25**	**Wed 4/16/25**
34		100%	Prepare 100% CD Package (Drawings and Specs)	30 days	Wed 3/5/25	Tue 4/15/25
35		100%	Issue 100% CD Package (Conformed Set) to CM	1 day	Wed 4/16/25	Wed 4/16/25



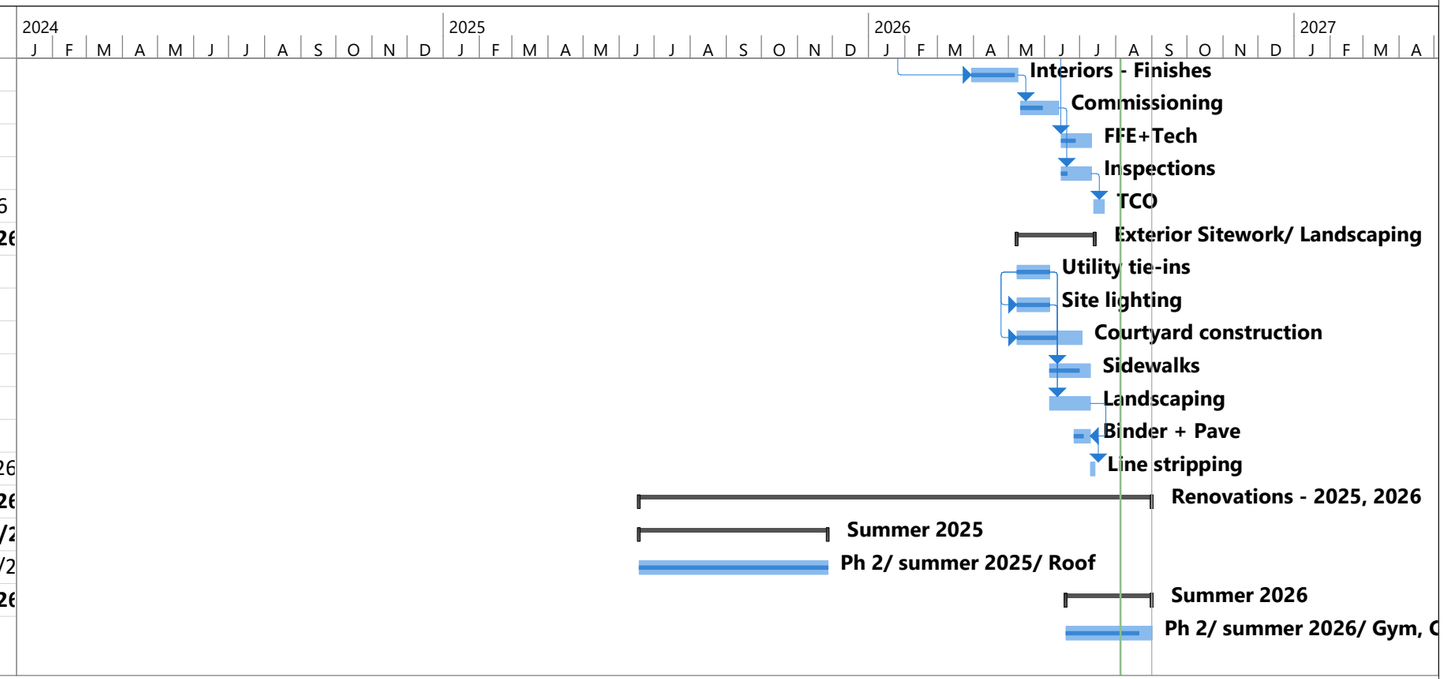
MCLAUGHLIN MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish
36		**100%**	**Permitting**	**20 days**	**Thu 4/17/25**	**Wed 5/14/25**
37		100%	Building Permit Review and Issuance	20 days	Thu 4/17/25	Wed 5/14/25
38		**100%**	**CM Procurement**	**272 days**	**Wed 5/8/24**	**Tue 5/27/25**
39		100%	Prepare CM RFQ	5 days	Wed 5/8/24	Tue 5/14/24
40		100%	Advertise CM RFQ	5 days	Wed 5/15/24	Tue 5/21/24
41		100%	SOIs Received from CM Firms	15 days	Wed 5/22/24	Tue 6/11/24
42		100%	Review SOIs and Prequalify CM firms	5 days	Wed 6/12/24	Tue 6/18/24
43		100%	Prepare RFP and Issue it to the Prequalified CM firms	5 days	Wed 6/19/24	Tue 6/25/24
44		100%	Proposals Received	15 days	Wed 6/26/24	Thu 7/18/24
45		100%	CM Interviews	5 days	Fri 7/19/24	Thu 7/25/24
46		100%	Selection Committee Selects the CM Fir	5 days	Fri 7/26/24	Thu 8/1/24
47		100%	CM Agreement is Executed	5 days	Fri 8/2/24	Thu 8/8/24
48		**100%**	**Early Packages Bidding and GMP Contr**	**121 days**	**Tue 12/10/2**	**Tue 5/27/25**
49		100%	CM Issues the List of Prequalified Subcontractors	5 days	Tue 12/10/24	Mon 12/16/24
50		100%	Early Bid Package 1 / 75%CD - Sitework, steel, concrete, windows	20 days	Tue 1/14/25	Mon 2/10/25
51		100%	Package 1 / 75%CD - Bidding & Awar	49 days	Tue 2/11/25	Fri 4/18/25
52		100%	CM Amendment #1 - Enabling, Site, Superstructure Executed	5 days	Mon 4/21/25	Fri 4/25/25
53		100%	100% Full Scope Issued to CM	10 days	Thu 4/3/25	Wed 4/16/25
54		100%	Full Scope - Bidding & Award	20 days	Thu 4/17/25	Wed 5/14/25
55		100%	GMP Contract Executed	29 days	Thu 4/17/25	Tue 5/27/25
56		**91%**	**Construction**	**358 days**	**Thu 4/17/25**	**Mon 8/31/26**
57		**100%**	**Procurement [shops, fab & deliver]**	**182 days**	**Thu 4/17/25**	**Fri 12/26/25**
58		100%	Sitework	31 days	Mon 5/5/25	Mon 6/16/25
59		100%	Steel	67 days	Mon 5/5/25	Tue 8/5/25
60		100%	Electrical Equipment	119 days	Mon 5/5/25	Thu 10/16/25
61		100%	Concrete	47 days	Mon 5/5/25	Tue 7/8/25
62		100%	Remaining scope	182 days	Thu 4/17/25	Fri 12/26/25
63		**90%**	**Construction - Addition - Phase 1**	**297 days**	**Mon 6/2/25**	**Tue 7/21/26**
64		100%	Early Enabling	4 days	Mon 6/2/25	Thu 6/5/25
65		100%	Sitework/ Utility work	27 days	Mon 6/2/25	Tue 7/8/25
66		100%	Foundations	72 days	Wed 7/9/25	Thu 10/16/25
67		100%	Steel Erection	28 days	Fri 10/31/25	Tue 12/9/25
68		100%	SOG	30 days	Mon 12/22/2	Fri 1/30/26
69		100%	SOD	30 days	Mon 12/22/2	Fri 1/30/26
70		100%	Roof	20 days	Mon 2/2/26	Fri 2/27/26
71		100%	Roof Detailing	11 days	Wed 5/20/26	Wed 6/3/26
72		100%	Envelope	77 days	Mon 2/2/26	Tue 5/19/26
73		100%	Interiors - MEP Rough	45 days	Mon 2/2/26	Fri 4/3/26



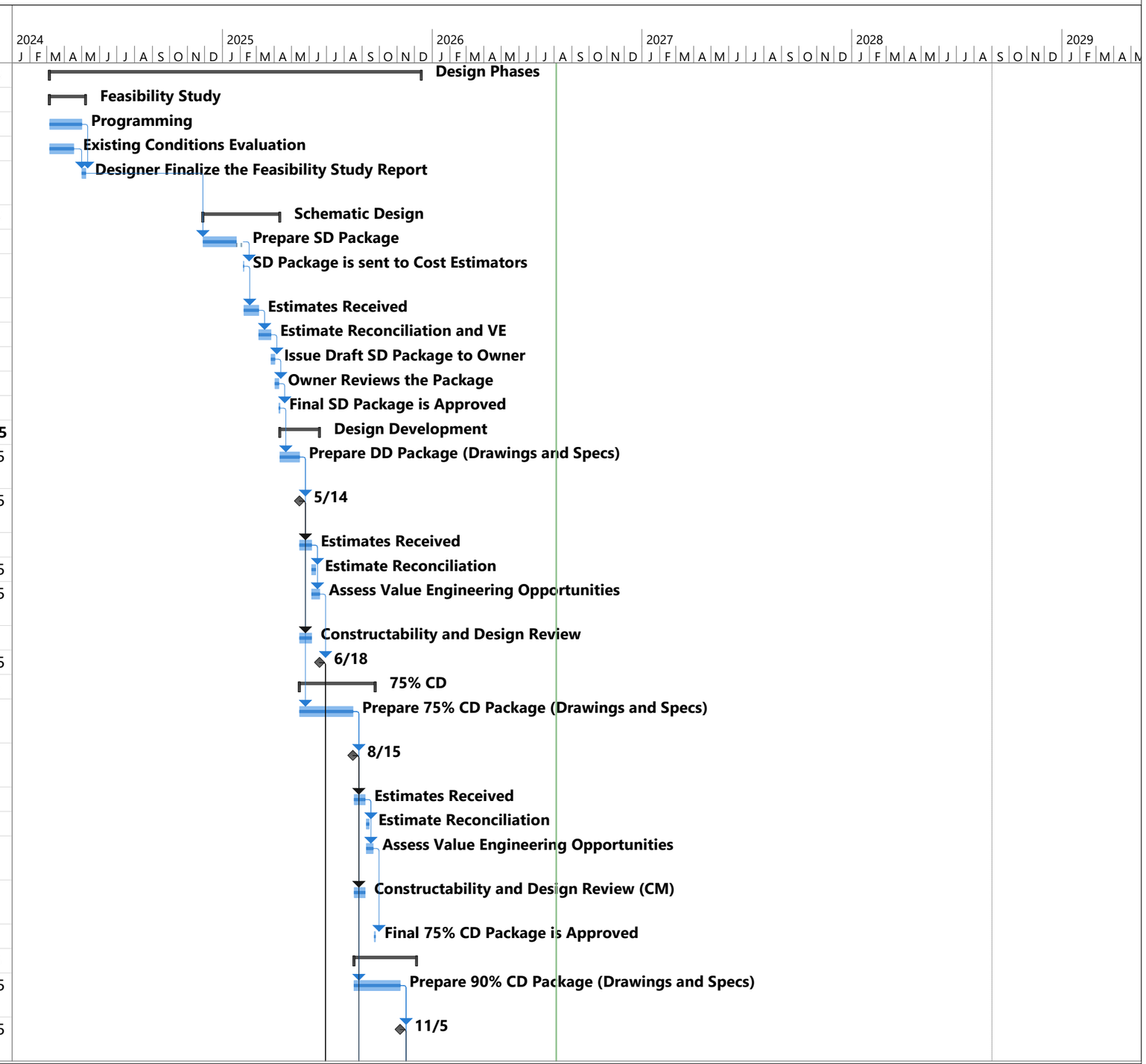
MCLAUGHLIN MIDDLE SCHOOL PROJECT SCHEDULE

ID	Task Mode	% Complete	Task Name	Duration	Start	Finish
74		90%	Interiors - Finishes	30 days	Mon 3/30/26	Fri 5/8/26
75		60%	Commissioning	25 days	Mon 5/11/26	Fri 6/12/26
76		50%	FFE+Tech	20 days	Mon 6/15/26	Fri 7/10/26
77		25%	Inspections	20 days	Mon 6/15/26	Fri 7/10/26
78		0%	TCO	7 days	Mon 7/13/26	Tue 7/21/26
79		**62%**	**Exterior Sitework/ Landscaping**	**47 days**	**Fri 5/8/26**	**Mon 7/13/26**
80		100%	Utility tie-ins	20 days	Fri 5/8/26	Thu 6/4/26
81		100%	Site lighting	20 days	Fri 5/8/26	Thu 6/4/26
82		60%	Courtyard construction	40 days	Fri 5/8/26	Thu 7/2/26
83		70%	Sidewalks	25 days	Fri 6/5/26	Thu 7/9/26
84		0%	Landscaping	25 days	Fri 6/5/26	Thu 7/9/26
85		60%	Binder + Pave	10 days	Fri 6/26/26	Thu 7/9/26
86		0%	Line stripping	2 days	Fri 7/10/26	Mon 7/13/26
87		**95%**	**Renovations - 2025, 2026**	**314 days**	**Wed 6/18/25**	**Mon 8/31/26**
88		**100%**	**Summer 2025**	**116 days**	**Wed 6/18/25**	**Wed 11/26/2**
89		100%	Ph 2/ summer 2025/ Roof	116 days	Wed 6/18/25	Wed 11/26/2
90		**85%**	**Summer 2026**	**52 days**	**Fri 6/19/26**	**Mon 8/31/26**
91		85%	Ph 2/ summer 2026/ Gym, Café, Classrooms, Bathrooms	52 days	Fri 6/19/26	Mon 8/31/26



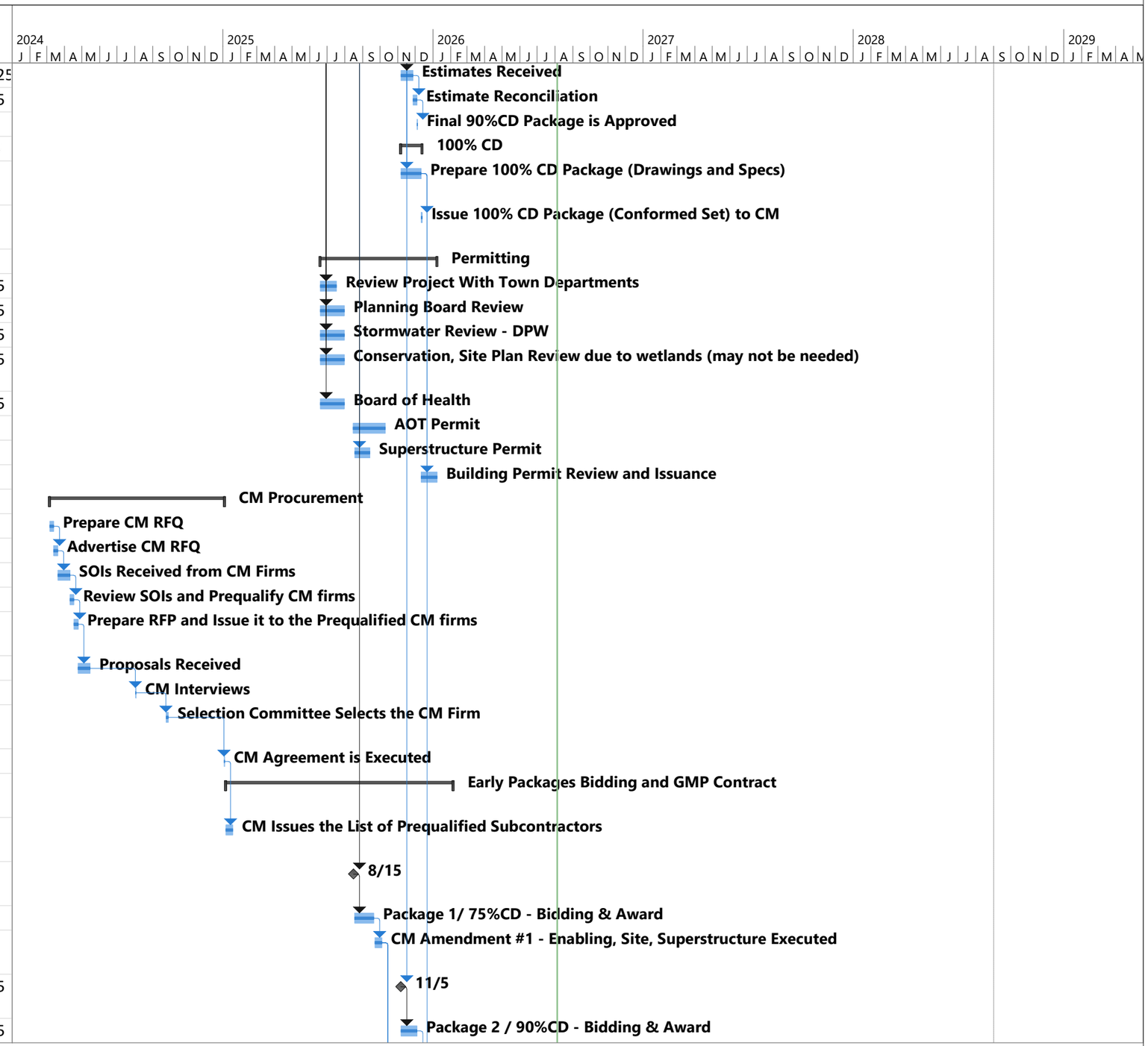
PARKSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
1	**10...**		**Design Phases**	**460 days**	**Wed 3/6/24**	**Fri 12/12/25**
2	**10...**		**Feasibility Study**	**45 days**	**Wed 3/6/24**	**Tue 5/7/24**
3	10...		Programming	40 days	Wed 3/6/24	Tue 4/30/24
4	10...		Existing Conditions Evaluation	30 days	Wed 3/6/24	Tue 4/16/24
5	10...		Designer Finalize the Feasibility Study Report	5 days	Wed 5/1/24	Tue 5/7/24
6	**10...**		**Schematic Design**	**96 days**	**Thu 11/28/24**	**Thu 4/10/25**
7	10...		Prepare SD Package	50 days	Thu 11/28/24	Wed 2/5/25
8	10...		SD Package is sent to Cost Estimators	1 day	Thu 2/6/25	Thu 2/6/25
9	10...		Estimates Received	18 days	Fri 2/7/25	Tue 3/4/25
10	10...		Estimate Reconciliation and VE	15 days	Wed 3/5/25	Tue 3/25/25
11	10...		Issue Draft SD Package to Owne	5 days	Wed 3/26/25	Tue 4/1/25
12	10...		Owner Reviews the Package	5 days	Wed 4/2/25	Tue 4/8/25
13	10...		Final SD Package is Approved	2 days	Wed 4/9/25	Thu 4/10/25
14	**10...**		**Design Development**	**49 days**	**Fri 4/11/25**	**Wed 6/18/25**
15	10...		Prepare DD Package (Drawings and Specs)	24 days	Fri 4/11/25	Wed 5/14/25
16	10...		DD Package is sent to Cost Estimators	0 days	Wed 5/14/25	Wed 5/14/25
17	10...		Estimates Received	15 days	Thu 5/15/25	Wed 6/4/25
18	10...		Estimate Reconciliation	5 days	Thu 6/5/25	Wed 6/11/25
19	10...		Assess Value Engineering Opportunities	10 days	Thu 6/5/25	Wed 6/18/25
20	10...		Constructability and Design Rev	15 days	Thu 5/15/25	Wed 6/4/25
21	10...		Final DD Package is Approved	0 days	Wed 6/18/25	Wed 6/18/25
22	**10...**		**75% CD**	**94 days**	**Thu 5/15/25**	**Tue 9/23/25**
23	10...		Prepare 75% CD Package (Drawings and Specs)	67 days	Thu 5/15/25	Fri 8/15/25
24	10...		75% CD Package is sent to Cost Estimators	0 days	Fri 8/15/25	Fri 8/15/25
25	10...		Estimates Received	15 days	Mon 8/18/25	Fri 9/5/25
26	10...		Estimate Reconciliation	5 days	Mon 9/8/25	Fri 9/12/25
27	10...		Assess Value Engineering Opportunities	10 days	Mon 9/8/25	Fri 9/19/25
28	10...		Constructability and Design Review (CM)	15 days	Mon 8/18/25	Fri 9/5/25
29	10...		Final 75% CD Package is Approv	2 days	Mon 9/22/25	Tue 9/23/25
30	**10...**		**90% CD**	**79 days**	**Mon 8/18/25**	**Thu 12/4/25**
31	10...		Prepare 90% CD Package (Drawings and Specs)	58 days	Mon 8/18/25	Wed 11/5/25
32	10...		90% CD Package is sent to Cost Estimators	0 days	Wed 11/5/25	Wed 11/5/25



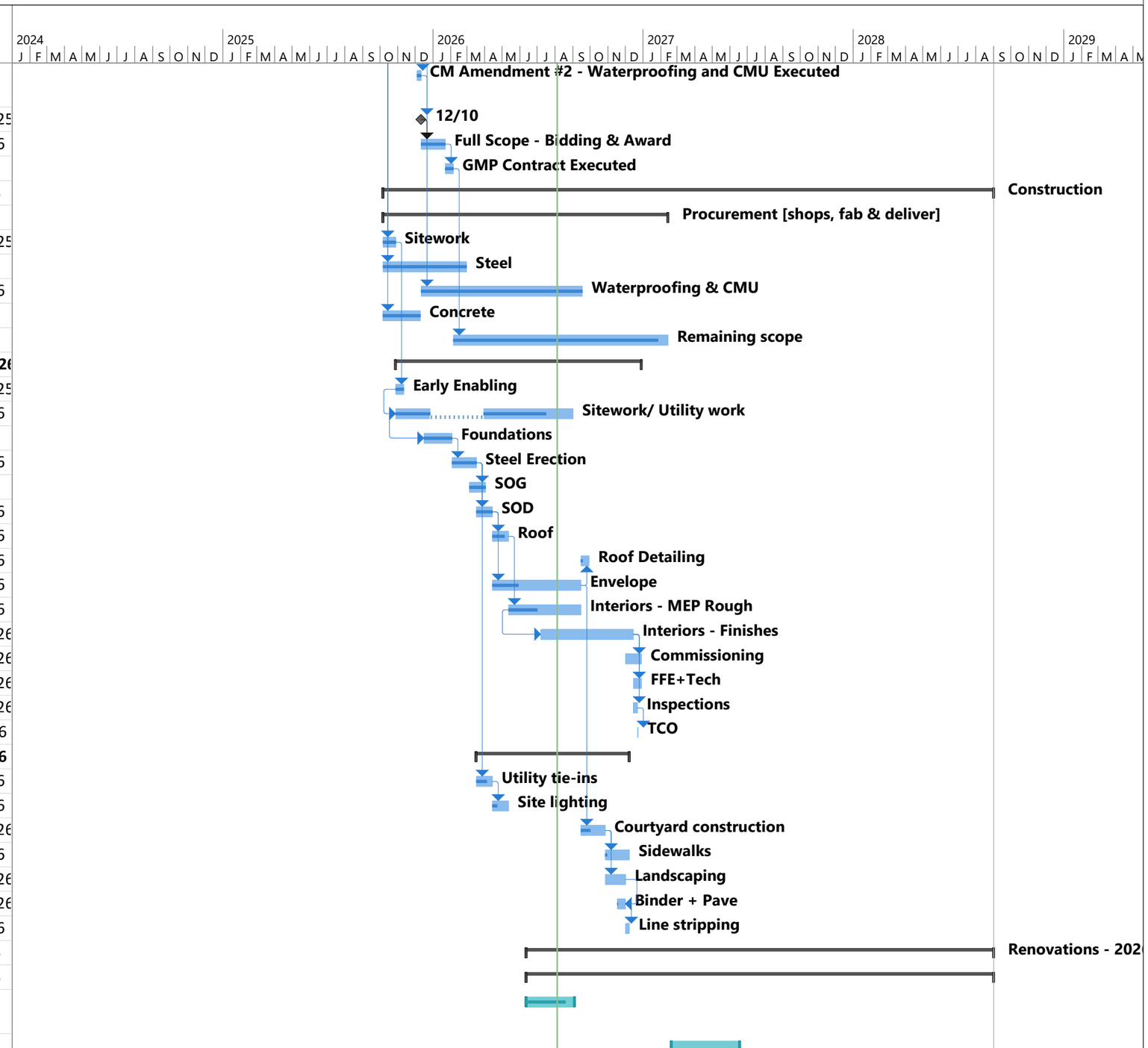
PARKSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
33	10...		Estimates Received	15 days	Thu 11/6/25	Wed 11/26/25
34	10...		Estimate Reconciliation	5 days	Thu 11/27/25	Wed 12/3/25
35	10...		Final 90%CD Package is Approve	1 day	Thu 12/4/25	Thu 12/4/25
36	**10...**		**100% CD**	**27 days**	**Thu 11/6/25**	**Fri 12/12/25**
37	10...		Prepare 100% CD Package (Drawings and Specs)	25 days	Thu 11/6/25	Wed 12/10/25
38	10...		Issue 100% CD Package (Conformed Set) to CM	2 days	Thu 12/11/25	Fri 12/12/25
39	**10...**		**Permitting**	**145 days**	**Thu 6/19/25**	**Wed 1/7/26**
40	10...		Review Project With Town Departi	20 days	Thu 6/19/25	Wed 7/16/25
41	10...		Planning Board Review	30 days	Thu 6/19/25	Wed 7/30/25
42	10...		Stormwater Review - DPW	30 days	Thu 6/19/25	Wed 7/30/25
43	10...		Conservation, Site Plan Review due to wetlands (may not be	30 days	Thu 6/19/25	Wed 7/30/25
44	10...		Board of Health	30 days	Thu 6/19/25	Wed 7/30/25
45	10...		AOT Permit	40 days	Fri 8/15/25	Thu 10/9/25
46	10...		Superstructure Permit	20 days	Mon 8/18/25	Fri 9/12/25
47	10...		Building Permit Review and Issuan	20 days	Thu 12/11/25	Wed 1/7/26
48	**10...**		**CM Procurement**	**215 days**	**Wed 3/6/24**	**Fri 1/3/25**
49	10...		Prepare CM RFQ	5 days	Wed 3/6/24	Tue 3/12/24
50	10...		Advertise CM RFQ	5 days	Wed 3/13/24	Tue 3/19/24
51	10...		SOIs Received from CM Firms	15 days	Wed 3/20/24	Tue 4/9/24
52	10...		Review SOIs and Prequalify CM firi	5 days	Wed 4/10/24	Tue 4/16/24
53	10...		Prepare RFP and Issue it to the Prequalified CM firms	5 days	Wed 4/17/24	Tue 4/23/24
54	10...		Proposals Received	15 days	Wed 4/24/24	Tue 5/14/24
55	10...		CM Interviews	1 day	Fri 8/2/24	Fri 8/2/24
56	10...		Selection Committee Selects the CM Firm	4 days	Tue 9/24/24	Fri 9/27/24
57	10...		CM Agreement is Executed	1 day	Fri 1/3/25	Fri 1/3/25
58	**10...**		**Early Packages Bidding and GMP Contract**	**283 days**	**Mon 1/6/25**	**Wed 2/4/26**
59	10...		CM Issues the List of Prequalified Subcontractors	10 days	Mon 1/6/25	Fri 1/17/25
60	10...		Early Bid Package 1 / 75%CD - Sitework, steel, concrete issued	0 days	Fri 8/15/25	Fri 8/15/25
61	10...		Package 1/ 75%CD - Bidding & Aw	25 days	Mon 8/18/25	Fri 9/19/25
62	10...		CM Amendment #1 - Enabling, Site, Superstructure Executed	10 days	Mon 9/22/25	Fri 10/3/25
63	10...		Early Bid Package 2 / 90%CD - Waterproofing and CMU issued	0 days	Wed 11/5/25	Wed 11/5/25
64	10...		Package 2 / 90%CD - Bidding & Aw	20 days	Thu 11/6/25	Wed 12/3/25



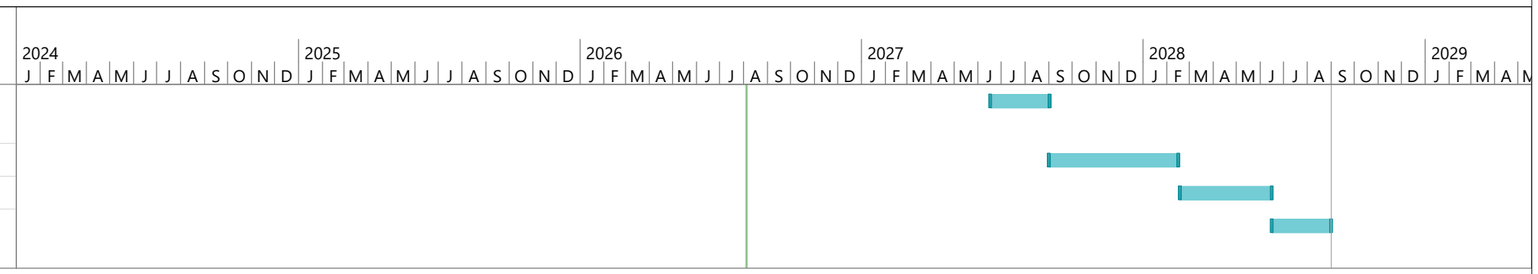
PARKSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
65	10...		CM Amendment #2 - Waterproofing and CMU	5 days	Thu 12/4/25	Wed 12/10/25
66	10...		100% Full Scope Issued to CM	0 days	Wed 12/10/25	Wed 12/10/25
67	10...		Full Scope - Bidding & Award	30 days	Thu 12/11/25	Wed 1/21/26
68	10...		GMP Contract Executed	10 days	Thu 1/22/26	Wed 2/4/26
69	**56%**		**Construction**	**759 days**	**Mon 10/6/25**	**Thu 8/31/28**
70	**98%**		**Procurement [shops, fab & delive**	**355 days**	**Mon 10/6/25**	**Fri 2/12/27**
71	10...		Sitework	16 days	Mon 10/6/25	Mon 10/27/25
72	10...		Steel	105 days	Mon 10/6/25	Fri 2/27/26
73	10...		Waterproofing & CMU	200 days	Thu 12/11/25	Wed 9/16/26
74	10...		Concrete	47 days	Mon 10/6/25	Tue 12/9/25
75	95%		Remaining scope	267 days	Thu 2/5/26	Fri 2/12/27
76	**54%**		**Construction - Addition - Phase 1**	**305 days**	**Tue 10/28/25**	**Mon 12/28/26**
77	10...		Early Enabling	10 days	Tue 10/28/25	Mon 11/10/25
78	85%		Sitework/ Utility work	220 days	Tue 10/28/25	Mon 8/31/26
79	10...		Foundations	35 days	Tue 12/16/25	Mon 2/2/26
80	10...		Steel Erection	30 days	Tue 2/3/26	Mon 3/16/26
81	10...		SOG	20 days	Thu 3/5/26	Wed 4/1/26
82	10...		SOD	20 days	Tue 3/17/26	Mon 4/13/26
83	75%		Roof	20 days	Tue 4/14/26	Mon 5/11/26
84	25%		Roof Detailing	10 days	Tue 9/15/26	Mon 9/28/26
85	30%		Envelope	110 days	Tue 4/14/26	Mon 9/14/26
86	40%		Interiors - MEP Rough	90 days	Tue 5/12/26	Mon 9/14/26
87	0%		Interiors - Finishes	115 days	Tue 7/7/26	Mon 12/14/26
88	0%		Commissioning	20 days	Tue 12/1/26	Mon 12/28/26
89	0%		FFE+Tech	10 days	Tue 12/15/26	Mon 12/28/26
90	0%		Inspections	5 days	Tue 12/15/26	Mon 12/21/26
91	0%		TCO	1 day	Tue 12/22/26	Tue 12/22/26
92	**26%**		**Exterior Sitework/ Landscaping**	**190 days**	**Tue 3/17/26**	**Mon 12/7/26**
93	70%		Utility tie-ins	20 days	Tue 3/17/26	Mon 4/13/26
94	30%		Site lighting	20 days	Tue 4/14/26	Mon 5/11/26
95	40%		Courtyard construction	30 days	Tue 9/15/26	Mon 10/26/26
96	10%		Sidewalks	30 days	Tue 10/27/26	Mon 12/7/26
97	0%		Landscaping	25 days	Tue 10/27/26	Mon 11/30/26
98	10%		Binder + Pave	10 days	Tue 11/17/26	Mon 11/30/26
99	0%		Line stripping	5 days	Tue 12/1/26	Mon 12/7/26
100	**10%**		**Renovations - 2026, 2027, 2028 [T**	**580 days**	**Fri 6/12/26**	**Thu 8/31/28**
101	**10%**		**Overall Renovation [Phasing TB**	**580 days**	**Fri 6/12/26**	**Thu 8/31/28**
102	80%		Phase 2 Renovation [Summer 2026]	60 days	Fri 6/12/26	Thu 9/3/26
103	0%		Phase 3 Renovation [Spring 2	85 days	Fri 2/19/27	Thu 6/17/27



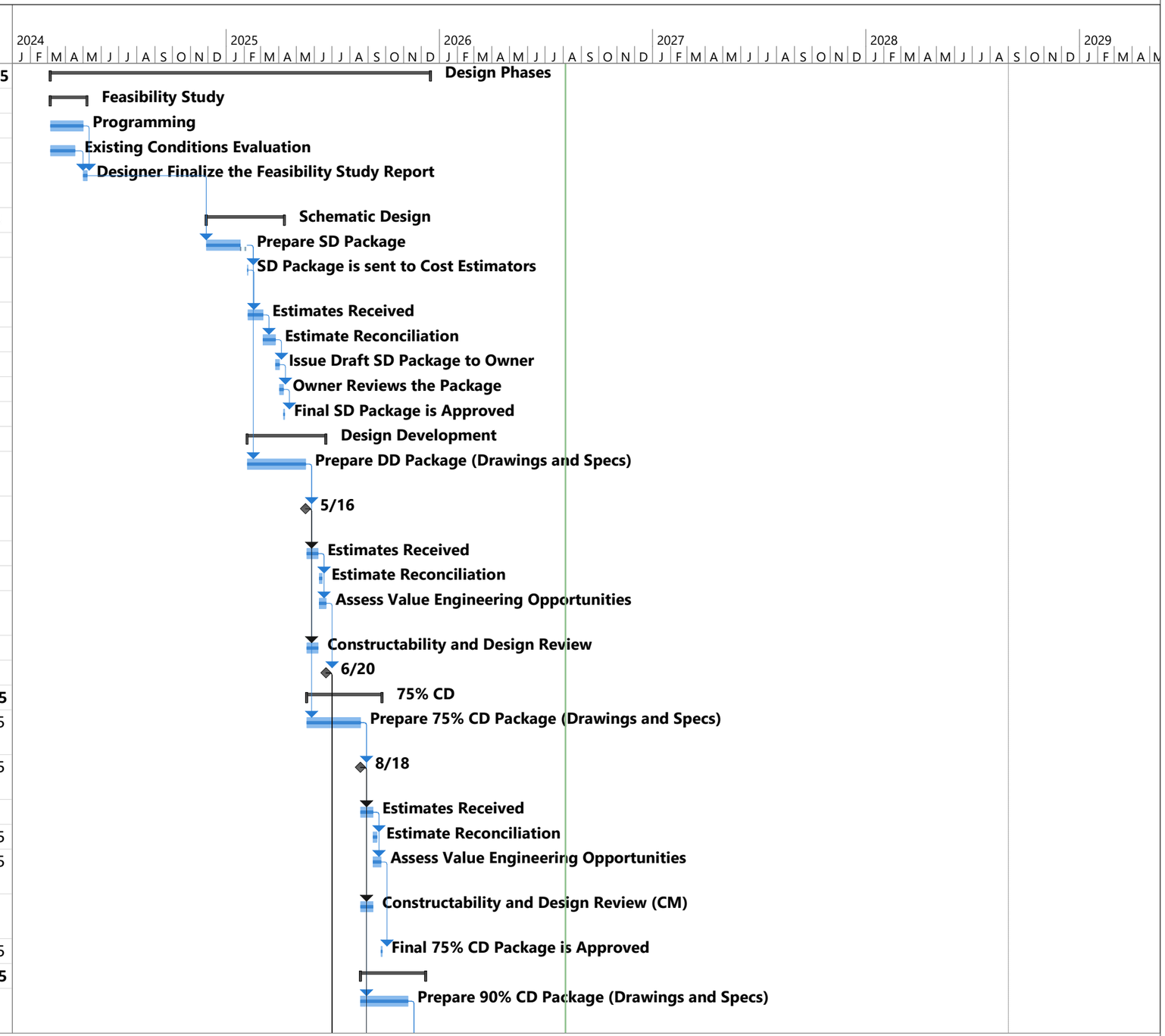
PARKSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
104	0%		Phase 4 Renovation [Summer 2027]	55 days	Thu 6/17/27	Wed 9/1/27
105	0%		Phase 5 Renovation [Fall 202	120 days	Wed 9/1/27	Tue 2/15/28
106	0%		Phase 6 Renovation [Spring 2	85 days	Fri 2/18/28	Thu 6/15/28
107	0%		Phase 7 Renovation [Summer 2028]	55 days	Fri 6/16/28	Thu 8/31/28



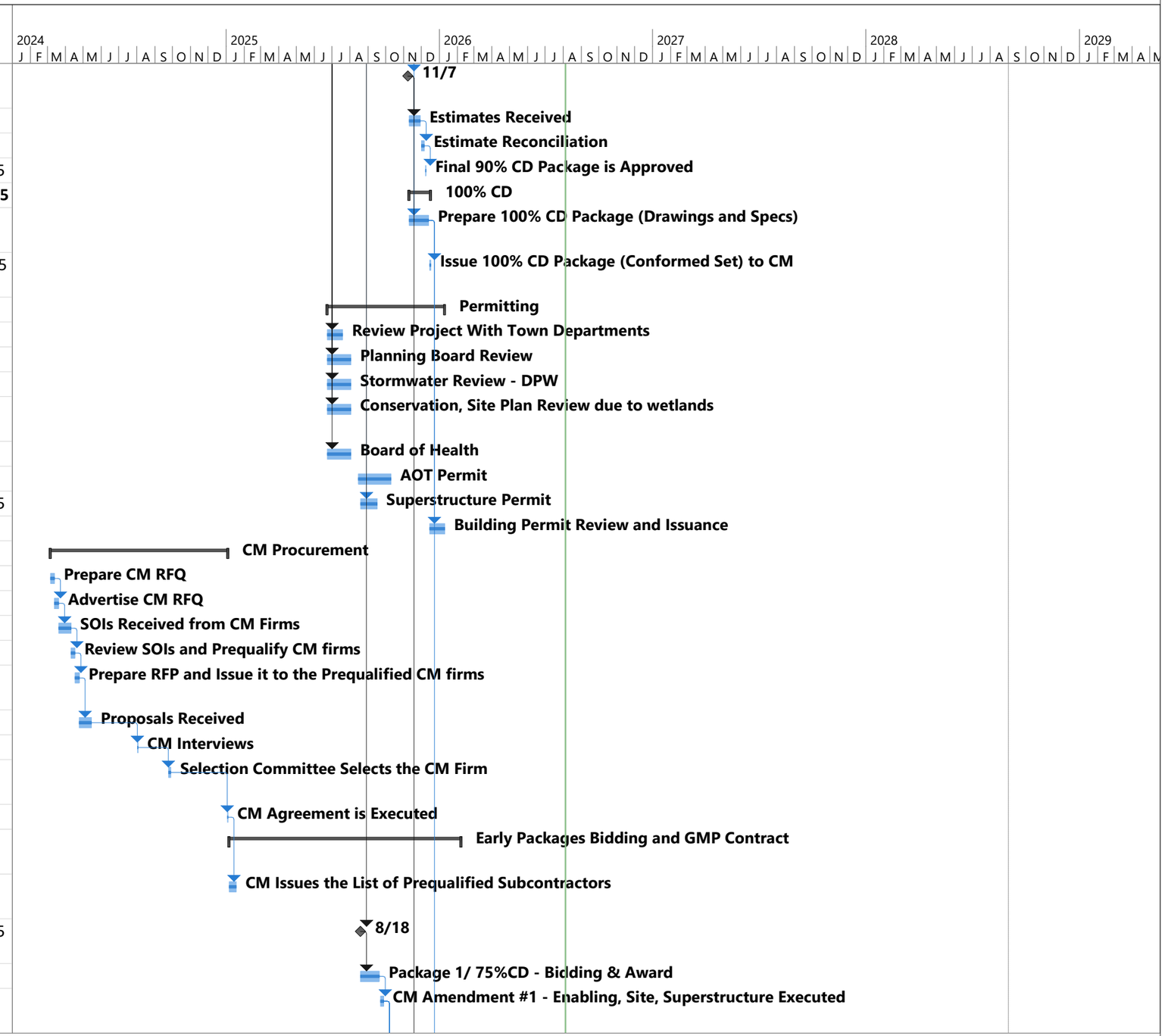
SOUTHSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
1	**10...**		**Design Phases**	**462 days**	**Wed 3/6/24**	**Tue 12/16/25**
2	**10...**		**Feasibility Study**	**45 days**	**Wed 3/6/24**	**Tue 5/7/24**
3	10...		Programming	40 days	Wed 3/6/24	Tue 4/30/24
4	10...		Existing Conditions Evaluation	30 days	Wed 3/6/24	Tue 4/16/24
5	10...		Designer Finalize the Feasibility Study Report	5 days	Wed 5/1/24	Tue 5/7/24
6	**10...**		**Schematic Design**	**96 days**	**Thu 11/28/24**	**Thu 4/10/25**
7	10...		Prepare SD Package	50 days	Thu 11/28/24	Wed 2/5/25
8	10...		SD Package is sent to Cost Estimators	1 day	Thu 2/6/25	Thu 2/6/25
9	10...		Estimates Received	18 days	Fri 2/7/25	Tue 3/4/25
10	10...		Estimate Reconciliation	15 days	Wed 3/5/25	Tue 3/25/25
11	10...		Issue Draft SD Package to Owne	5 days	Wed 3/26/25	Tue 4/1/25
12	10...		Owner Reviews the Package	5 days	Wed 4/2/25	Tue 4/8/25
13	10...		Final SD Package is Approved	2 days	Wed 4/9/25	Thu 4/10/25
14	**10...**		**Design Development**	**97 days**	**Thu 2/6/25**	**Fri 6/20/25**
15	10...		Prepare DD Package (Drawings and Specs)	72 days	Thu 2/6/25	Fri 5/16/25
16	10...		DD Package is sent to Cost Estimators	0 days	Fri 5/16/25	Fri 5/16/25
17	10...		Estimates Received	15 days	Mon 5/19/25	Fri 6/6/25
18	10...		Estimate Reconciliation	5 days	Mon 6/9/25	Fri 6/13/25
19	10...		Assess Value Engineering Opportunities	10 days	Mon 6/9/25	Fri 6/20/25
20	10...		Constructability and Design Rev	15 days	Mon 5/19/25	Fri 6/6/25
21	10...		Final DD Package is Approved	0 days	Fri 6/20/25	Fri 6/20/25
22	**10...**		**75% CD**	**93 days**	**Mon 5/19/25**	**Wed 9/24/25**
23	10...		Prepare 75% CD Package (Drawings and Specs)	66 days	Mon 5/19/25	Mon 8/18/25
24	10...		75% CD Package is sent to Cost Estimators	0 days	Mon 8/18/25	Mon 8/18/25
25	10...		Estimates Received	15 days	Tue 8/19/25	Mon 9/8/25
26	10...		Estimate Reconciliation	5 days	Tue 9/9/25	Mon 9/15/25
27	10...		Assess Value Engineering Opportunities	10 days	Tue 9/9/25	Mon 9/22/25
28	10...		Constructability and Design Review (CM)	15 days	Tue 8/19/25	Mon 9/8/25
29	10...		Final 75% CD Package is Approv	2 days	Tue 9/23/25	Wed 9/24/25
30	**10...**		**90% CD**	**80 days**	**Tue 8/19/25**	**Mon 12/8/25**
31	10...		Prepare 90% CD Package (Drawings and Specs)	59 days	Tue 8/19/25	Fri 11/7/25



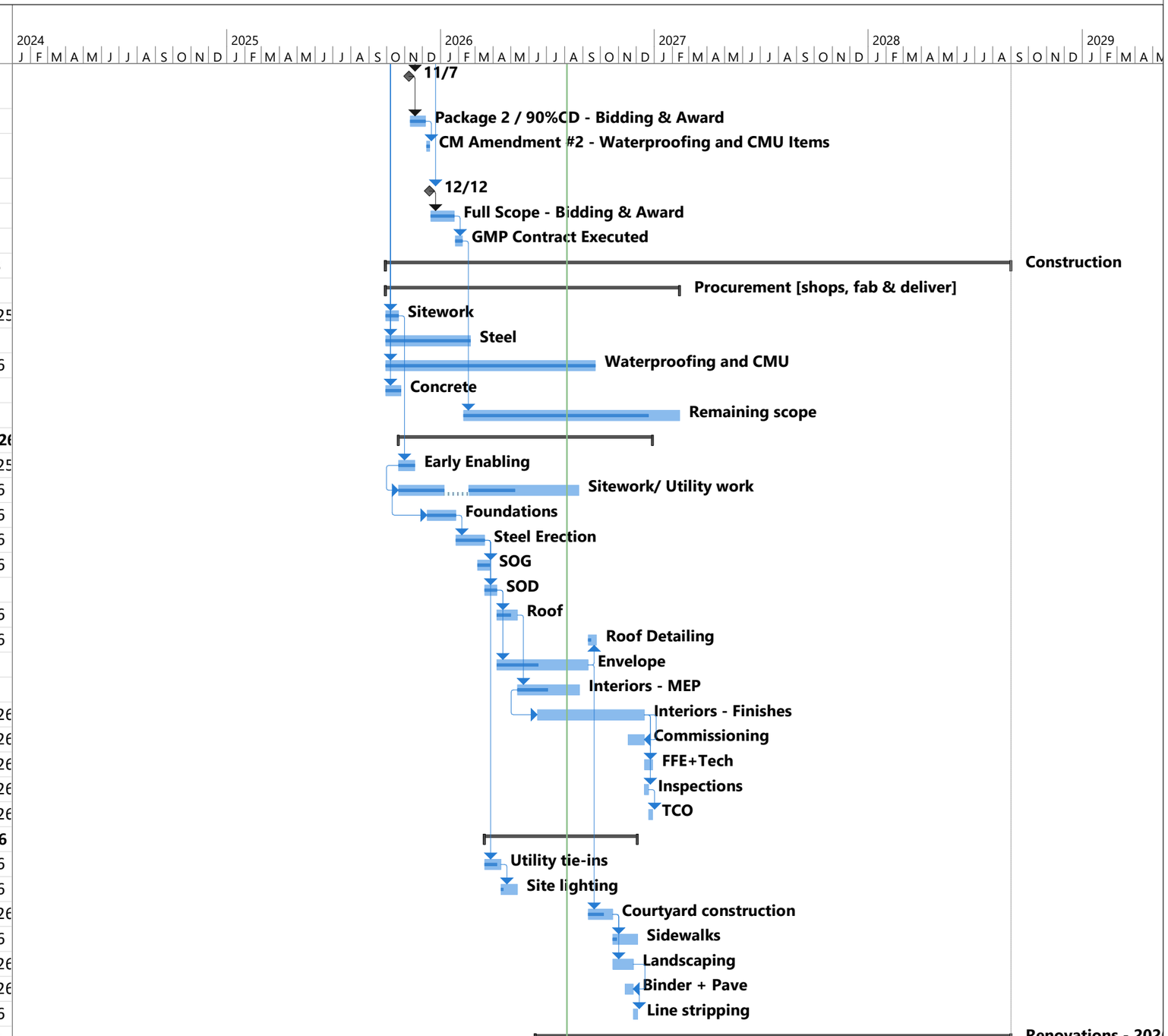
SOUTHSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
32	10...		90% CD Package is sent to Cost Estimators	0 days	Fri 11/7/25	Fri 11/7/25
33	10...		Estimates Received	15 days	Mon 11/10/25	Fri 11/28/25
34	10...		Estimate Reconciliation	5 days	Mon 12/1/25	Fri 12/5/25
35	10...		Final 90% CD Package is Approv	1 day	Mon 12/8/25	Mon 12/8/25
36	**10...**		**100% CD**	**27 days**	**Mon 11/10/25**	**Tue 12/16/25**
37	10...		Prepare 100% CD Package (Drawings and Specs)	25 days	Mon 11/10/25	Fri 12/12/25
38	10...		Issue 100% CD Package (Conformed Set) to CM	2 days	Mon 12/15/25	Tue 12/16/25
39	**10...**		**Permitting**	**145 days**	**Mon 6/23/25**	**Fri 1/9/26**
40	10...		Review Project With Town Departi	20 days	Mon 6/23/25	Fri 7/18/25
41	10...		Planning Board Review	30 days	Mon 6/23/25	Fri 8/1/25
42	10...		Stormwater Review - DPW	30 days	Mon 6/23/25	Fri 8/1/25
43	10...		Conservation, Site Plan Review due to wetlands	30 days	Mon 6/23/25	Fri 8/1/25
44	10...		Board of Health	30 days	Mon 6/23/25	Fri 8/1/25
45	10...		AOT Permit	40 days	Fri 8/15/25	Thu 10/9/25
46	10...		Superstructure Permit	20 days	Tue 8/19/25	Mon 9/15/25
47	10...		Building Permit Review and Issuan	20 days	Mon 12/15/25	Fri 1/9/26
48	**10...**		**CM Procurement**	**215 days**	**Wed 3/6/24**	**Fri 1/3/25**
49	10...		Prepare CM RFQ	5 days	Wed 3/6/24	Tue 3/12/24
50	10...		Advertise CM RFQ	5 days	Wed 3/13/24	Tue 3/19/24
51	10...		SOIs Received from CM Firms	15 days	Wed 3/20/24	Tue 4/9/24
52	10...		Review SOIs and Prequalify CM firi	5 days	Wed 4/10/24	Tue 4/16/24
53	10...		Prepare RFP and Issue it to the Prequalified CM firms	5 days	Wed 4/17/24	Tue 4/23/24
54	10...		Proposals Received	15 days	Wed 4/24/24	Tue 5/14/24
55	10...		CM Interviews	1 day	Fri 8/2/24	Fri 8/2/24
56	10...		Selection Committee Selects the CM Firm	4 days	Tue 9/24/24	Fri 9/27/24
57	10...		CM Agreement is Executed	1 day	Fri 1/3/25	Fri 1/3/25
58	**10...**		**Early Packages Bidding and GMP Contract**	**285 days**	**Mon 1/6/25**	**Fri 2/6/26**
59	10...		CM Issues the List of Prequalified Subcontractors	10 days	Mon 1/6/25	Fri 1/17/25
60	10...		Early Bid Package 1/ 75%CD - Sitework, steel, concrete issued	0 days	Mon 8/18/25	Mon 8/18/25
61	10...		Package 1/ 75%CD - Bidding & Aw	24 days	Tue 8/19/25	Fri 9/19/25
62	10...		CM Amendment #1 - Enabling, Site, Superstructure Executed	5 days	Mon 9/22/25	Fri 9/26/25



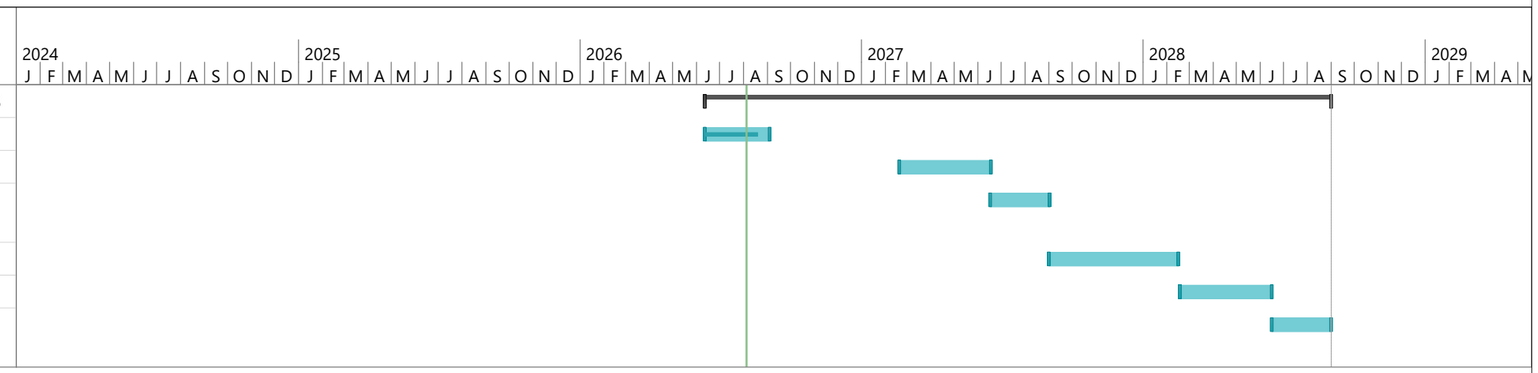
SOUTHSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
63	10...		Early Bid Package 2/ 90%CD - Waterproofing and CMU issued	0 days	Fri 11/7/25	Fri 11/7/25
64	10...		Package 2 / 90%CD - Bidding & Aw	20 days	Mon 11/10/25	Fri 12/5/25
65	10...		CM Amendment #2 - Waterproofing and CMU Items	5 days	Mon 12/8/25	Fri 12/12/25
66	10...		100% Full Scope Issued to CM	0 days	Fri 12/12/25	Fri 12/12/25
67	10...		Full Scope - Bidding & Award	30 days	Mon 12/15/25	Fri 1/23/26
68	10...		GMP Contract Executed	10 days	Mon 1/26/26	Fri 2/6/26
69	**54%**		**Construction**	**764 days**	**Mon 9/29/25**	**Thu 8/31/28**
70	**94%**		**Procurement [shops, fab & delive**	**360 days**	**Mon 9/29/25**	**Fri 2/12/27**
71	10...		Sitework	16 days	Mon 9/29/25	Mon 10/20/25
72	10...		Steel	105 days	Mon 9/29/25	Fri 2/20/26
73	10...		Waterproofing and CMU	256 days	Mon 9/29/25	Mon 9/21/26
74	10...		Concrete	20 days	Mon 9/29/25	Fri 10/24/25
75	85%		Remaining scope	265 days	Mon 2/9/26	Fri 2/12/27
76	**51%**		**Construction - Addition - Phase 1**	**310 days**	**Tue 10/21/25**	**Mon 12/28/26**
77	10...		Early Enabling	20 days	Tue 10/21/25	Mon 11/17/25
78	65%		Sitework/ Utility work	220 days	Tue 10/21/25	Mon 8/24/26
79	10...		Foundations	35 days	Tue 12/9/25	Mon 1/26/26
80	10...		Steel Erection	35 days	Tue 1/27/26	Mon 3/16/26
81	10...		SOG	15 days	Thu 3/5/26	Wed 3/25/26
82	10...		SOD	15 days	Tue 3/17/26	Mon 4/6/26
83	70%		Roof	25 days	Tue 4/7/26	Mon 5/11/26
84	25%		Roof Detailing	10 days	Thu 9/10/26	Wed 9/23/26
85	45%		Envelope	112 days	Tue 4/7/26	Wed 9/9/26
86	50%		Interiors - MEP	76 days	Tue 5/12/26	Tue 8/25/26
87	0%		Interiors - Finishes	131 days	Mon 6/15/26	Mon 12/14/26
88	0%		Commissioning	20 days	Tue 11/17/26	Mon 12/14/26
89	0%		FFE+Tech	10 days	Tue 12/15/26	Mon 12/28/26
90	0%		Inspections	5 days	Tue 12/15/26	Mon 12/21/26
91	0%		TCO	5 days	Tue 12/22/26	Mon 12/28/26
92	**30%**		**Exterior Sitework/ Landscaping**	**187 days**	**Tue 3/17/26**	**Wed 12/2/26**
93	75%		Utility tie-ins	20 days	Tue 3/17/26	Mon 4/13/26
94	20%		Site lighting	20 days	Tue 4/14/26	Mon 5/11/26
95	60%		Courtyard construction	30 days	Thu 9/10/26	Wed 10/21/26
96	15%		Sidewalks	30 days	Thu 10/22/26	Wed 12/2/26
97	0%		Landscaping	25 days	Thu 10/22/26	Wed 11/25/26
98	0%		Binder + Pave	10 days	Thu 11/12/26	Wed 11/25/26
99	0%		Line stripping	5 days	Thu 11/26/26	Wed 12/2/26
100	**10%**		**Renovations - 2026, 2027, 2028 [T**	**580 days**	**Fri 6/12/26**	**Thu 8/31/28**



SOUTHSIDE MIDDLE SCHOOL PROJECT SCHEDULE

ID	% Compl	Task Mode	Task Name	Duration	Start	Finish
101	**10%**		**Overall Renovation**	**580 days**	**Fri 6/12/26**	**Thu 8/31/28**
102	80%		Phase 2 Renovation [Summer	60 days	Fri 6/12/26	Thu 9/3/26
103	0%		Phase 3 Renovation [Spring 2	85 days	Fri 2/19/27	Thu 6/17/27
104	0%		Phase 4 Renovation [Summer 2027]	55 days	Thu 6/17/27	Wed 9/1/27
105	0%		Phase 5 Renovation [Fall 202	120 days	Wed 9/1/27	Tue 2/15/28
106	0%		Phase 6 Renovation [Spring 2	85 days	Fri 2/18/28	Thu 6/15/28
107	0%		Phase 7 Renovation [Summer 2028]	55 days	Fri 6/16/28	Thu 8/31/28



August 12, 2026

Manchester Housing Commission,

I am submitting my resignation to the Manchester Housing Commission effective August 13, 2026.

Thank you for the opportunity to serve.

Sincerely,

Richard Clegg

Intranuovo,Michael

From: Shannon K. Sullivan <shansully17@gmail.com>
Sent: Tuesday, August 11, 2026 10:59 AM
To: Nazaka,Jodie; Freeman,Allison
Subject: [External Email] Resignation - Arts Commission

Good morning,

Due to scheduling conflicts and time constraints on Monday evenings, I feel it is best I resign my seat on the Manchester Arts Commission. I've appreciated the opportunity to be part of the group and hope to have the opportunity to serve the city again in the future.

With gratitude,
Shannon Sullivan

Jay P. Ruais

Mayor

One City Hall Plaza
Manchester, NH 03101
(603) 624-6500

www.ManchesterNH.gov

CITY OF MANCHESTER

Office of the Mayor

To: Board of Mayor and Aldermen
From: Mayor Jay Ruais
Date: August 26, 2026
Re: Nominations

Pursuant to Section 3.14(b) of the City Charter, please find below the following nomination, which will layover to the next meeting of the Board pursuant to Rule 23 of the Board of Mayor and Aldermen:

Arts Commission

- Suzanne Riel to move from an alternate to a regular member, to succeed Shannon Sullivan, term to expire December 1, 2028

Manchester Housing and Redevelopment Authority

- Christine Leary to succeed Tom Hickman as a resident commissioner, term to expire December 31, 2031

MANCHESTER
HOUSING AND REDEVELOPMENT AUTHORITY

Resident Commissioner Recommendation

Public Housing Resident, Christine Leary

I'm currently living in a public housing apartment provided by MHRA. I've only been here since January of this year, but my children and I received assistance from MHRA for about 10 years back in the 90s. We were on section 8 at that time, and survival would have been very difficult without this valuable assistance. The kindness and respect afforded to us by MHRA exceeded that of any other public assistance agency, and I've always been extremely grateful.

I was recently forced to depend on assistance again due to the high cost of housing, as well as my inability to work as I suffer from *(diagnosis redacted).* Not only do I have a tremendous amount of respect for MHRA, and would love to have the opportunity to give back in any way. This opportunity would give me a way to stay busy, to be useful, to give back, and to be involved with a group of people who I admire and respect.

I have worked with my siblings to deal with our late mother's situation as she progressed with *(diagnosis redacted).* I also help my daughter's family by assisting with homeschooling my granddaughter who was having a difficult time in middle school.

Although I'm not familiar with the issues the Board members deal with, I would assume that input, problem solving, and reviewing materials concerning housing issues would be involved, and that a resident would be able to provide a unique perspective. I can only imagine what an enormous job it must be to run such a valuable and supportive enterprise!

I have no other commitments that would prevent me from attending board meetings, and although slow, I would be physically able to do so. I have free time available to review necessary materials.

CITY OF MANCHESTER

Board of Aldermen

MEMORANDUM

TO: Board of Mayor & Aldermen

FROM: Dan Goonan, Ward 2 Alderman for D.G.
Human Resources/Insurance Committee, Chair

DATE: August 24, 2026

RE: Board of Assessors – Residential Assessor

It is my pleasure to nominate Gary Turgiss to serve on the Board of Assessors as the new Residential Assessor. Gary has served the city admirably as the Residential Appraiser for the past four years and twenty-three years as a Nashua Assessor prior to arriving in Manchester. He comes highly recommended from Chairman Kurfehs to serve in this capacity.

Given that the city is currently going through a revaluation and the existing staffing levels of the board warrants we make a timely selection for this position, I would recommend that the board consider suspending the layover process, accept his nomination, and confirm his position on September 1st. The requested salary for Mr. Turgiss is Grade 123 Residential Assessor, Step 9 at $108,097.60. Mayor Ruais and Director Corwin have both approved the recommended starting salary per Section 33.046(A) of the Code of Ordinances.

I believe that Gary Turgiss will make an outstanding candidate to become the next Residential Assessor and hereby formally nominate him for your consideration.

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6455 • FAX: (603) 624-6481
www.manchesternh.gov

Gary W. Turgiss
10 Derry St., Apt. F
Hudson, NH 03051
gwturg@comcast.net
(603) 318-1561

SUMMARY: Four years working as a residential appraiser and six months working as a customer service representative for the City of Manchester. Twenty-three years' experience working as a residential assessor for the City of Nashua. Six years' experience working as a bookkeeper. Four years' experience working as a title abstractor. Three years' experience working in a mortgage loan-servicing environment.

EDUCATION:

BS, Management Information Systems, University of Lowell, Lowell, MA 1984
7 hour USPAP Update 2026
7 hour State Statutes Update 2025
Course 452 – Fundamentals of Assessment Ratio Studies 2025
Income Approach to Valuation 2021
Course 112 – Income Approach to Valuation II 2016
Course 400 – Assessment Administration 2010
Fundamentals of Assessment Ratio Studies 2007
Fundamentals of Real Property Appraisal 2005
Comparable Sales Approach to Value 2001
Fundamentals of Mass Appraisal 1998
Standards of Practice and Professional Ethics 1998
State Statutes 1998

CERTIFICATIONS: **Certified New Hampshire Assessor since 2007**

EXPERIENCE:

8/22 – Present **THE CITY OF MANCHESTER** **Manchester, NH**
Residential Appraiser

- Responsible for measuring and listing residential property.
- Responsible for answering property assessment inquiries from taxpayers.
- Responsible for the calculation of property values and updates to values due to property changes utilizing Vision Government Solutions CAMA system.
- Responsible for reviewing comparable sales and other pertinent valuation data.
- Worked directly with the elderly while valuating their property for elderly exemptions.
- Responsible for processing requests for abatement of taxes including recommendations to The Board of Assessors.
- Prepare and present cases for the Board of Tax and Land Appeals and Superior Court.

3/22 – 8/22 **THE CITY OF MANCHESTER** **Manchester, NH**
Customer Service Rep III – Assessing Department

- Responsible for answering property assessment inquiries from taxpayers.
- Responsible for processing tax exemptions including elderly, disabled and blind.
- Responsible for processing veteran's credits.
- Responsible for balancing and processing cash receipts.

1/00 – 8/21 **THE CITY OF NASHUA** **Nashua, NH**
Assessor II

- Responsible for measuring and listing residential property.
- Responsible for answering property assessment inquiries from taxpayers.
- Responsible for the calculation of property values and updates to values due to property changes utilizing Patriot Properties CAMA system.
- Responsible for reviewing comparable sales and other pertinent valuation data.
- Responsible for organizing and prioritizing the workflow for the Residential Assessing team.
- Responsible for processing requests for abatement of taxes including recommendations to the Chief Assessor and to the Board of Assessors.
- Prepare and present cases for the Board of Tax and Land Appeals and Superior Court.

2/99 – 1/00 **THE CITY OF NASHUA** **Nashua, NH**
Assessor I

- Responsible for measuring and listing residential property.
- Responsible for answering property assessment inquiries from taxpayers.
- Responsible for the calculation of property values and updates to values due to property changes utilizing Patriot Properties database.
- Responsible for reviewing comparable sales and other pertinent valuation data.

2/98 – 2/99 **THE CITY OF NASHUA** **Nashua, NH**
Data Collector

- Responsible for measuring and listing residential property and taxpayer assistance.

1993 – 1998 **HANNAFORD** **Nashua, NH**
Bookkeeper

- Balanced the daily receipts for the grocery business including cash, checks and various electronic media.
- Performed various customer service duties involved with the grocery store business.

1993 – 1998 **THE BOOK AND PAGE** **Nashua, NH**
President - Title Abstractor

- Processed real estate title work, recordings and prepared title abstracts for attorneys.
- Operated all aspects of a sole proprietorship business.

1987 – 1992 **BULL HN INFORMATION SYSTEMS** **Billerica, MA**
Software Engineer – Platform Test Engineering

- Qualified Bull HN SNA products, including 3270 and 3770 product emulators, SNA file transfer facility, and AIF LU0 and LU6.2 applications.
- Qualified SNA configuration tests, involving SDLC and X/25 links between MOD400 / HVS and IBM operating systems.

1985 – 1987 **COMFED MORTGAGE COMPANY** **Lowell, MA**
Manager – Insurance Escrow Department

- Organized a department of eleven people to ensure timely payment of insurance premiums.
- Hired and evaluated department personnel, prepared weekly status reports for departmental meetings, balanced monthly ledgers, and organized the execution of special projects to maintain proper insurance escrow balances.

CITY OF MANCHESTER

Board of Aldermen

MEMORANDUM

TO: Board of Aldermen

FROM: Chairman Barry

DATE: August 25, 2026

RE: Nomination of Jane Beaulieu to the Piscataquog River Local Advisory Committee

It is an honor to nominate Jane Beaulieu to another three-year term on the Piscataquog River Local Advisory Committee (PRLAC) to represent the City of Manchester. Ms. Beaulieu has been Manchester's representative for several years, and is finishing her current term as PRLAC's Vice Chair.

PRLAC is a community-based advisory group that works with the New Hampshire Department of Environmental Services to monitor and preserve the health and natural beauty of the Piscataquog River as a public resource.

I respectfully ask the Board to join me in supporting Ms. Beaulieu's nomination to the committee.

One City Hall Plaza • Manchester, New Hampshire 03101 • (603) 624-6455 • FAX: (603) 624-6481
www.manchesternh.gov

Jay P. Ruais
Mayor

One City Hall Plaza
Manchester, NH 03101
603-624-6500
www.ManchesterNH.gov

CITY OF MANCHESTER
Office of the Mayor

August 26, 2026

Board of Aldermen
1 City Hall Plaza
Manchester, New Hampshire 03101

Members of the Board of Aldermen,

As you will recall, in January 2023, the City entered into a use-of-premises agreement with the State of New Hampshire for the property located at 15 Brook Street, commonly known as the Tirrell House. Under the agreement and subsequent amendment, either party may terminate the agreement for any reason upon sixty days' written notice.

Over the past several years, the Tirrell House has served as an important refuge for some of the City's most vulnerable women, providing a safe and supportive environment as they worked toward greater stability and independence. The nonprofit organization operating out of the property has done excellent work serving these women. However, due to the need to scale back its operations, the organization recently elected to discontinue its presence at this location.

Since that time, I have worked with the City Solicitor's Office and the Planning and Community Development Department to explore potential alternative uses for the property. I have also spoken with several nonprofit organizations in the City to determine whether they may be able to utilize the space. At this time, those organizations have indicated that they are not in a position to do so. I have connected these organizations directly with the State so that, should their circumstances change or another opportunity arise, those conversations can continue independently.

After exploring these options, we have not identified a viable municipal or nonprofit use for the building at this time.

While the premises remain unoccupied, the City continues to carry responsibility and potential liability associated with the property for as long as the use-of-premises agreement remains in effect. Without an identified municipal use for the building, I do not believe it is prudent for the City to continue assuming that responsibility.

For these reasons, I am requesting the Board's approval to provide the State of New Hampshire with the required sixty days' written notice of the City's intent to terminate the use-of-premises agreement and return responsibility for the property to the State. This termination will not end my conversations with the

State or local nonprofit organizations, and I will continue working with both to identify the best use of the property moving forward.

Thank you for your consideration of this request.

All my best,

Ray Ruais
Mayor of Manchester

Jay P. Ruais
Mayor

One City Hall Plaza
Manchester, NH 03101
603-624-6500
www.ManchesterNH.gov

CITY OF MANCHESTER
Office of the Mayor

August 26, 2026

Board of Aldermen
1 City Hall Plaza
Manchester, New Hampshire 03101

Dear Members of the Board of Aldermen,

I am writing to provide an update on the continued operations of the Aged and Infirmed Shelter and accompanying Engagement Center, as well as an outline for the facility moving forward.

As the Board is aware, the Aged and Infirmed Shelter was established to provide a safe, stable environment for individuals who are aged, infirmed, or both. The shelter is operated by East Coast Evolution Leadership LLC and is co-located with the Engagement Center, which serves as a central location where individuals can connect with housing, healthcare, mental health, recovery, and other supportive services. This location will also serve as a winter warming location.

Together, the shelter and Engagement Center provide more than a place for individuals to stay. They provide an opportunity to connect some of our most vulnerable residents with the existing services operating within the city and support necessary to address their immediate needs and work toward long-term stability.

It is important to note, we are not creating services here, but rather providing collocated opportunities to reduce barriers to access, thus improving the ability to break the cycle of homelessness and build a sustainable life.

Additionally, I would like to stress this has been part of our overall comprehensive response to include public safety. The Manchester Police Department's Community Policing Division regularly patrols our parks, and other areas of concern, as part of the Department's Hot Spot Patrol initiative. Manchester Fire Department's Squad 1 also regularly monitors the area while responding to issues related to homelessness throughout the City.

As you'll recall, under the previous Board, we allocated $500,000 in ARPA funding to conduct Hot Spot Patrols, this funding will continue under the FY27 budget. This continues our commitment to enforce our laws, and our ordinances. In fact, through July, the Police Department's Community Policing and Parks Detail has issued 208 citations, and conducted 126 arrests.

Since opening this location in March, we have continued to see positive outcomes from this approach. From March through August, 13 individuals have been successfully housed.

Through the engagement center, 1,264 provider connections have been made with organizations such as:

- Hope Recovery 341
- Manchester Mental Health 231
- Do you know Him? 125
- Bethany Chapel 125
- House of Prayer 125
- Healthcare for the Homeless 108
- City Welfare 83
- Meals on Wheels 20
- Harborcare 10
- Elliot Visiting Nurses 10
- Genoa Healthcare 6
- Medicare 5
- SNAP Outreach 4
- Acts of Kindness 4
- Home Health & Hospice 4

*Note: The total number of connections listed above includes data from the month of August that has not yet been attributed to individual organizations.

Since opening, the Aged and Infirmed shelter has accepted 19 individuals directly from local hospitals. Over the last two years, across both the previous shelter location and the current facility, a total of 47 individuals have been directly admitted from local hospitals. Providing an appropriate location for these individuals following discharge allows them to remain in a safe environment while continuing to receive support and connect with services. When availability exists, this location ensures these vulnerable individuals will be on our streets.

The facility has also maintained zero on-site overdoses since opening and 1 arrest. Staff and healthcare partners continue to monitor and respond to medical needs at the facility, helping ensure those needs are addressed in a timely manner and individuals are connected with additional care when necessary.

This facility will also play an important role during the winter warming period. Last winter, at the previous location, over 78 nights, winter warming averaged approximately 58 individuals per night, a 28% reduction over the previous year. In addition to providing a safe place for individuals to stay during the winter, this created additional opportunities for staff and community partners to connect individuals with services.

Building on this progress, we are working to further develop this location into a "One-Stop Shop" for those who are homeless. The purpose of the One-Stop Shop is not to duplicate those services or create new City programs. Instead, the goal is to bring our existing partners together in one location and make it easier for individuals to access the services already available.

As we know, for someone who is homeless, navigating multiple providers, appointments, and locations can create significant barriers to receiving assistance. Thus, the challenge continues and is exacerbated on

our streets. By bringing providers directly to this location, individuals can connect with multiple services in one location while providers are able to better coordinate care and referrals.

The Mental Health Center of Greater Manchester will be an important part of this effort and will begin co-locating at this location once construction is completed, expected later this fall. Its Care Transitions Team will provide Critical Time Intervention, direct care coordination, homeless outreach, and dedicated Medicaid and Medicare enrollment assistance at the facility.

As a follow-up to our discussion at the Board level in August, we have submitted a grant that will allow for the collocation of Elliot Health Systems Substance Use Disorder programs and Hope for New Hampshire Recovery. We anticipate hearing the status of this grant in early to mid-September.

These are vital community partners whose presence would further strengthen the services available at the Engagement Center and provide individuals with more direct access to substance use disorder treatment and recovery support.

For background, Elliot Health Systems Substance Use Disorder program specializes in providing complete assessments and coordinated referrals to treatment and supportive services for anyone living with a substance use disorder. Their services include; Screening and evaluation, Treatment, Prevention, as well as Supports and services to assist in long-term recovery, and Peer recovery support services.

As we know, Hope for NH Recovery, is an organization that works to support people struggling with an addiction through multiple programs that focus on recovery through community, such as; Community Based Recovery, Homeless Outreach, Holistic Wellness Services, Live-in Recovery Support, and Professional Recovery Training programs.

This would collocate existing mental health, treatment and recovery programs all under one roof.

Next Steps:

This location provides an appropriate setting for aged and infirmed individuals who otherwise may be living outside, cycling through emergency rooms, or remaining in hospital settings because there is no appropriate discharge location available. At the same time, the Engagement Center allows our community partners to work directly with these individuals on the issues that must be addressed before they can transition into more stable housing.

Our goal remains to reduce homelessness and reduce the number of individuals who require emergency shelter. However, there continues to be a need for an appropriate location to serve individuals who are aged, infirmed, medically vulnerable, or otherwise unable to safely remain outdoors.

Every individual staying overnight at the shelter is registered on at least one housing list, and many are connected to multiple housing programs and waiting lists. Securing appropriate housing can take months or longer depending on an individual's needs and the availability of housing. During that time, this location provides a safe and stable environment while individuals remain engaged with case managers, healthcare providers, housing specialists, and other services.

Homelessness should be rare, brief, and one-time. The progress we have made demonstrates what can be accomplished through this coordinated approach. As we move forward, we will continue working with our healthcare institutions, service providers, community partners, and the Board to strengthen the facility, improve outcomes, and establish a sustainable path for serving this vulnerable population.

In working with the Finance Department, identified funding exists to support this entity through the fall of next year. I continue to work to identify additional grant funding opportunities, and would be happy to provide a fuller picture of this as requested.

At the September 1st Meeting, I am requesting the Board take the following actions:

- Approval of the transfer of $110,592.72 in funds from Revo Casino. The Board previously approved the use of charitable gaming funding for the Aged and Infirmed Shelter on February 17, 2026.
- Approval of the transfer of $50,000.00 in Opioid Abatement Funds as part of the package presented this evening. The Board previously approved these dollars for the Shelter on February 17, 2026.
- Approval of the rent contract which would allow for us to remain at this location for 12 additional months beginning on November 1, 2026 and ending on October 31, 2027.
    - The contract extension is simple a 3% increase in rent, plus coverage of the utilities. As the Board will recall, this contract remains less than half the total cost of the previous location at 39 Beech Street.

Please do not hesitate to reach out with any questions.

All my best,

Jay Ruai
Mayor of Manchester

FIRST AMENDED MODIFIED GROSS LEASE

FIRST AMENDED MODIFIED GROSS LEASE ("Amended Lease") made this 3rd day of September, 2026 by and between 200 Elm Street, LLC, a New Hampshire Limited Liability Company with a principal place of business at 1015 Elm Street, Manchester, County of Hillsborough, State of New Hampshire (hereinafter called "Lessor"), and City of Manchester with a principal place of business at One City Hall Plaza, Manchester, County of Hillsborough and State of New Hampshire (hereinafter called "Lessee").

WHEREAS, Lessor and Lessee entered into a certain Modified Gross Lease ("First Lease") dated September 3rd 2025 for the second floor of the premises located at 190 Elm Street, Manchester New Hampshire;

WHEREAS, the Modified Gross Lease consisted of an initial term of One (1) year commencing on October 1, 2025 with a RENTAL OPTION ADDENDUM for the Lessee to renew and extend the term under the same conditions but subject to an adjustment of rent determined by the Market Conditions for the Downtown Manchester Area at the time of renewal;

WHEREAS, Lessor and Lessee entered into another MODFIED GROSS LEASE ("Second Lease") dated April 1, 2026 for the first floor of the premises located at 190 Elm Street, also known as 200 Elm Street, Manchester, New Hampshire, expiring on October 31, 2026;

WHEREAS, Lessor and Lessee desire to merge the First Lease and Second Lease, extend the terms, and to further amend the First and Second Leases into a single FIRST AMENDED MODIFIED GROSS LEASE as set forth herein.

NOW, THEREFORE, THE LESSOR AND LESSEE AGREE TO MERGE, EXTEND, AND AMEND THE FIRST LEASE AND SECOND LEASE AS FOLLOWS:

1. PREMISES: The premises to be leased consists of the land and First and Second Floors of the building located at 190 and 200 Elm Street in Manchester, NH. The leased floors comprise an area totaling (10,315) square feet, more or less.

2. TERM: The term of this Amended Lease shall consist of an initial term of One (1) year, commencing on the date of November 1, 2026. Under this Amended Lease the Lessee shall have the right to holdover and occupy the Second Floor of the premises from October 1, 2026 to October 31, 2026 under the same terms and conditions of the First Lease, absent the obligation to pay rent.

3. RENT: The annual rent to be paid to Lessor by Lessee shall be computed at the monthly rate of Fourteen Thousand Seven Hundred Fifty Six Dollars and Thirty Three Cents ($14,756.33) to be paid in a lump sum of One Hundred Thousand Seventy Seven Seventy Six Dollars ($177,076.00) on or before November 1, 2026. Said rent includes a 3% increase over the prior leases due to Market Conditions and an increase of Four Thousand One Hundred Fifty Five Dollars ($4,155.00) a month to include Electric, Heat, Water, and Sewer to be paid by Lessor as set forth in Section 6. Said rent also reflects a Twenty Thousand Dollar ($20,000) reduction in lieu of Lessor's obligation to pay for A/C repairs and replacement to the premises previously paid by the Lessee.

   Said payments shall be made to: 200 Elm Street, LLC, 1015 Elm Street, Manchester, New Hampshire, 03101.

4. LATE PENALTY: Lessee shall pay, as additional monthly rent, a late fee penalty of Five Percent (5%) in the event that the payment due under this lease is not received within Thirty (30) days of the deadline for payment.

5. SECURITY DEPOSIT: Waived.

6. UTILITIES AND SERVICES: The parties agree that utilities and services shall be paid for as indicated below:

		To be furnished by:
a.	Heat as required -	Lessor
b.	Air conditioning as required (if applicable)	Lessor
c.	Electricity for lighting and other purposes -	Lessor
d.	Replacement of bulbs and Fluorescent tubes -	Lessor
e.	Water and sewerage charges	Lessor
f.	Gas for such installations in the premises as may require it-	Lessor
g.	Replacement of broken glass	Lessor
h.	Janitor and cleaning services -	
	In Lessee's leased premises -	Lessor
	In Common Areas	Lessor
i.	Window washing -	
	In Lessee's leased premises -	Lessor
	In Common Areas	Lessor
i.	Trash removal and waste disposal -	Lessor
k.	All maintenance and repairs to the demised premises under the control of Lessee including all mechanical systems, plumbing, heating and HVAC.	Lessor
l.	Common area costs, including clearing and removal of ice and snow from walkways and parking lot area; sanding; utility room; and grounds maintenance -	Lessor
m.	Management of the building including management fees charged	

for managing the complex; supplies;

materials; equipment; tools;

including maintenance, costs,

and upkeep of all parking and

common areas - Lessor

7. LESSEE'S OBLIGATIONS FOR MAINTENANCE: Lessee shall keep and maintain the leased premises in a clean, sanitary and safe condition in accordance with the laws of the State of New Hampshire and in accordance with all rules and regulations of the health officer, fire marshal, building inspector, or other proper officials of the governmental agencies having jurisdiction, and Lessee shall comply with all requirements of law, ordinances and otherwise, affecting the leased premises, all at the sole cost and expense of Lessee. At the time of the expiration or sooner termination of the tenancy created herein, Lessee shall surrender the leased premises in good order, condition and repair.

8. INSURANCE: Lessor will maintain fire and all-risk property insurance on said Premises in the amount of at least fair market value of said Premises and said insurance will include a loss of rents rider which, when in effect and while said rents are being received by Lessor, will relieve Lessee of its obligation to pay said rent. Lessor will also maintain combined bodily injury and property damage insurance on said Premises in an amount of at least One Million Dollars ($1,000,000.00). Such insurance shall be issued by financially responsible insurers duly authorized to do business in the State of New Hampshire.

Lessor will provide Lessee with a certificate or proof of such insurance

Lessor may obtain additional coverage provided that any increases in coverage will be reasonably related to the fair market value of the Premises.

9. QUIET POSSESSION: So long as Lessee performs its obligations, Lessor covenants that Lessee shall be entitled to quiet and peaceful possession of the leased space and the right to use same free of interference from noise, noxious or unpleasant fumes or odors, or other disturbance from other tenants in said Premises.

10. LESSEE'S OBLIGATIONS: Lessee agrees as follows:

a. To pay rent when due and payable as enumerated in this Lease, and to deliver possession of the premises to Lessor upon termination of this Lease in the same condition as received, ordinary wear and tear and damage by fire, the elements or other casualty excepted.

b. To use the premises in a quiet and orderly fashion without disturbance to other tenants in said building, and not to suffer or permit any violations of Federal, State or Local laws or ordinances pertaining thereto.

c. Not to assign or sublet the demised premises, or any part thereof, without the prior written consent of Lessor, which consent will not be unreasonably withheld.

d. To follow all reasonable rules and regulations concerning such matters as parking, trash collections and the like.

e. Lessee shall be responsible for compliance of all terms and conditions of the Lease including all rent payments.

11. LESSOR'S REMEDIES: Lessor may terminate this Lease and enter and take possession of the premises from Lessee, all without waiving any rights which it may have at law or in equity hereunder, without further notice of demand (all such notices and demands being hereby waived unless specifically mentioned below), following any of the following events:

a. That Lessee should fail to pay rent when due and payable under this Lease within Fourteen (14) days following written notice of such default therein.

b. That Lessee shall fail to commence curing any other violation of its covenants within Thirty (30) days after written notice thereof or, having commenced to cure same as aforesaid, shall fail to carry same to conclusion with due diligence.

c. Upon the adjudication of Lessee as a bankrupt or the appointment of a receiver of its property.

12. UNTENANTABILITY: If the premises, or any portion thereof, are made untenantable by fire, the elements, or other casualty, rent for the leased premises, or affected portion thereof, shall abate from date of such casualty to restoration of tenantability. Lessor shall restore same with all reasonable speed and, if Lessor does not restore the premises, or the affected portion thereof, to tenantability within Sixty (60) days thereafter, Lessee may then terminate this Lease. If the premises are more than Seventy Five Percent (75%) destroyed by such casualty, either Lessor or Lessee may terminate this Lease unless Lessor is able to rebuild and restore the premises within Sixty (60) days of such casualty. Rent shall abate during such period of untenantability.

13. INSPECTION: Lessor shall have the right to enter the premises during normal business hours for reasonable inspections and, in addition, shall have the right to show same to prospective tenants during the last One Hundred Twenty (120) days of the term hereof.

14. LIABILITY AND INDEMNIFICATION: Lessor shall not be liable for any personal injury or property damage to Lessee or to its officers, agents and employees, or to any other occupant of any part of the leased premises, irrespective of how such injury or damage may be caused, unless the injury or damage shall be caused by Lessor's affirmative act or negligence.

Lessor shall not be liable for any damage to person or property or loss suffered by the business or occupation of Lessee caused by water from any source whatsoever or from the bursting, overflowing or leaking of sewer or steam pipes or from the heating or plumbing fixtures. Neither Lessor nor Lessee shall be liable to the other for any loss or damage to property or injury to or death of persons occurring in the building (including the Premises) or in any manner growing out of or connected with Lessee's use and occupation of the leased premises, the building or the condition thereof, whether or not caused by the

negligence or fault of Lessor or Lessee, or their respective agents, employees, subtenants, licensees or assignees. This release shall apply to such business interruption loss under all circumstances and to loss or damage to property or injury to or death of persons to the extent such insurance is payable to or protects Lessor or Lessee or both. Nothing herein shall be constructed to impose any other or greater liability upon either Lessor or Lessee than would have existed in the absence of these provisions. This release shall be in effect only so long as the applicable insurance policies contain a clause to the effect that this release shall not effect the right of the insured to recover under an applicable policy. The release in favor of Lessor contained herein, is in addition to and not in substitution for or in diminution of the hold harmless and indemnification provisions stated herein.

15. SIGNS: Other than already existing, Lessor must approve, in advance of installation, any signs, letters and/or plaques which Lessee desires to affix to its Premises. When signs, letters and/or plaques have been approved and affixed to the demised premises, same will remain the property of the Lessee and shall be removable and removed at the termination of this Lease. Lessee will then be responsible for restoring the building, or any part thereof, to its original condition. All such signs, letters and/or plaques must meet the approval of Lessor and be within the zoning ordinances and regulations of the City of Manchester.

16. EQUIPMENT AND PERSONAL PROPERTY: Lessee may install at the demised premises business machines and other fixtures and personal property as may be necessary for the conduct of its business; however, such equipment, fixtures and personal property may not be noxious or offensive to the other tenants, business invitees or others.

17. LESSEE'S ALTERATIONS AND IMPROVEMENTS:

a. Lessee is granted permission to make such alterations and improvements and install such identification signs, furniture, fixtures and equipment in the demised premises as may be specified in lists, plans and specifications attached hereto and identified as "Lessee's Alterations and Improvements." Lessee agree to pay for same, to indemnify, save and hold Lessor harmless from any cost, expense or liens arising in connection therewith.

b. Lessor shall not unreasonably withhold consent to Lessee making further alterations during the term of this Lease, which further alterations shall be on the same conditions contained herein.

18. LESSEE'S IMPROVEMENTS: Upon the termination of this Lease, or any extension thereof, any and all improvements, alterations or modifications which are affixed to the real estate, and normally considered to be part of the real estate, shall become the property of the Lessor. This includes, but is not limited to, ceilings, flooring, carpeting, shelving (which is affixed to the real estate), partitions, walls, wall coverings and the like. At the termination of this Lease, Lessee may remove its own personal property not considered part of the real estate, such as Venetian blinds, curtains, office equipment, business machines, trade fixtures, signs and the like, not affixed to the real estate.

19. CONDEMNATION: If the leased premises, or any significant portion thereof, are taken by eminent domain, or condemned for public use, this Lease may be terminated by either the Lessor or Lessee, and any and all awards for such taking shall be the exclusive property of the Lessor; provided, however, that nothing contained herein shall be construed to preclude Lessee from prosecuting any claim directly against the condemning authority in such condemnation proceedings for loss of business or depreciation to, damage to, or cost of removal of, or the value of stock and other personal property belonging to the Lessee; provided, however, that no such claim shall diminish or otherwise adversely affect Lessor's award or the award of any mortgagee.

20. SUBORDINATION: This Lease is subject and subordinate to all mortgages to any lender prior to or subsequent to the date of execution and delivery of this Lease and to all renewals, modifications, consolidations, replacements or extensions thereof. The Lessee will, upon the request of the Lessor, promptly execute and deliver all such instruments as may be appropriate to subordinate this Lease to any mortgagee securing notes issued by the Lessor and to all advances made thereunder and to the interest thereon and all renewals, replacements and extensions thereof; it being understood, however, that such additional instruments are not necessary in that this is a presently effective agreement of subordination. At the request of Lessor, Lessee shall join in a subordination requested by any mortgagee who desires to subordinate its mortgage to this Lease, provided, however, that the provisions of said mortgage relating to

the receipt and application of insurance proceeds and condemnation awards shall in no event be subordinated to this Lease. Lessee also agrees that if it shall fail at any time to execute, acknowledge or deliver any such instrument requested by Lessor, Lessor may, in addition to any other remedies available to it, execute, acknowledge and deliver such instrument as the attorney in fact of Lessee and in Lessee's name; and Lessee hereby makes, constitutes and irrevocably appoints Lessor as its attorney in fact for that purpose. The word "mortgage" as used herein includes mortgages, deeds of trust or other similar instruments and modifications, consolidations, extensions, renewals, replacements and substitutes thereof.

21. USE OF PREMISES: Lessee may use the demised premises only for the following purposes: **Homeless shelter and homeless medical respite.**

In no event may Lessee use the demised premises, or any part thereof, for the sale or service of any other type of goods or products other than those enumerated above. This restriction includes, but is not limited to, the installation or use of vending machines, arcade or game machines. In no event may the Lessee use the demised premises or any part thereof for any purpose not permitted, allowed or acceptable under state, federal or local laws, ordinances and/or regulations.

22. PARKING FACILITIES: Lessee has the right to use the parking lot adjacent to the building which shall be shared in common with other tenants of the building.

23. SUCCESSORS AND ASSIGNS: This Lease will be binding on the heirs, executors, administrators, successors and assigns of all parties hereto.

24. CONFIDENTIALITY: To the extent permitted by law, both Lessee and Lessor understand and agree that the terms and conditions of the Lease shall remain strictly confidential and shall not be disclosed to any other individual who is not a party to this agreement, including, but not limited to, any other tenant at said Premises, any prospective tenants, and the like. However, both Lessee and Lessor understand and agree that the terms and conditions of the Lease may be disclosed to and shared with the City of Manchester, New Hampshire, and its appropriate agencies. Moreover, pursuant to New Hampshire

Revised Statutes Annotated (RSA) 477:7, a Notice of Lease pursuant to RSA 477:7-a for this Lease may be recorded in the Hillsborough County Registry of Deeds.

25. NOTICES: All notices, demands and requests which may or are required to be given by Either Party to the other shall be in writing and shall be served by personal service or by certified mail, return receipt requested, or by Federal Express or similar overnight delivery service. Service shall be deemed made when tendered for delivery to the Party for whom delivery was intended.

All notices, demands and requests by Lessor to Lessee shall be sent to:

Mayor Jay Ruais
City of Manchester
One City Park Plaza
Manchester, NH 03101

Or at such other place as Lessee may from time to time designate in a written Notice to Lessor.

All notices, demands, and requests by Lessee to the Lessor shall be sent to:

200 Elm Street, LLC
c/o Edwaard Baroody
1015 Elm Street
Manchester, NH 03101

26. BROKERAGE: Lessee warrants that it has had no dealings with any broker or agent in connection with this Lease.

27. DELIVERY OF POSSESSION: Lessor agrees that, barring acts of God, labor strikes, work

stoppages, or other events beyond its control, it will deliver possession of the premises so that Lessee might commence construction of its own alterations and improvements on or before Date of execution of Lease.

28. ENTIRE AGREEMENT: This Lease embodies the entire agreement between the parties. There are no promises, terms, conditions or obligations referring to the subject matter, other than those contained herein. There may be no modification of this Lease except in writing, executed by both Lessor and Lessee, with the same formalities as this Lease.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed by a duly authorized officer and the corporate seal affixed hereto on the day and year first above-written.

LESSOR:

_____ By: _____

Witness 200 Elm Street, LLC

Edward Baroody, Manager

LESSEE:

_____ By: _____

Witness City of Manchester

Jay Ruias, Mayor

EXHIBIT A

RENTAL OPTION ADDENDUM

Providing Lessee shall remain a tenant in good standing during the original term of its Lease, it is expressly understood and agreed that Lessee shall have Five (5) additional options to renew and extend the term of this Lease for additional terms of One year on the same terms and conditions as contained in this lease including the adjustment of rent to be determined by Market Conditions for the Downtown Manchester Area at the time of renewal.

If Lessee elects NOT to exercise these options to extend the term, it must do so in writing at any time but not less than Sixty Days (60) days prior to the expiration of the original term, otherwise lessee will be responsible for fulfilling its lease commitment through the expiration of the option period.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2024 Community Improvement Program, authorizing and appropriating funds in the amount of Two Million Four Hundred Seventy Thousand Five Hundred Dollars ($2,470,500) for the FY2024 713524 North River Road/Bicentennial Drive Roundabout (CMAQ)."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $1,976,400 from the NHDOT/FHWA and $494,100 from the Derryfield School to FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ);

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

By increasing:

FY2024 CIP 713524 North River Road/Bicentennial Drive Roundabout (CMAQ) -
$1,976,400 State
$494,100 Other

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred One Thousand Seven Hundred Thirty-Four Dollars and Ninety Cents ($101,734.90) for the FY2027 CIP C330040127 FY27 Highway Safety Grant 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 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $101,734.90 from the State of New Hampshire Department of Safety to FY2027 CIP C330040127 FY27 Highway Safety Grant Program;

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040127 FY27 Highway Safety Grant Program - $101,734.90 State

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2027 Community Improvement Program, authorizing and appropriating funds in the amount of One Hundred Fifty Thousand Hundred Dollars($150,000) for the FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT)."

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

WHEREAS, the Board of Mayor and Aldermen has approved 2027 CIP as contained in the 2027 CIP budgets; and

WHEREAS, the 2027 CIP contains all sources of funds to be used in the execution of projects; and

WHEREAS, the Board of Mayor and Aldermen wishes to appropriate funds in the amount of $150,000 from the State of New Hampshire Charitable Foundations to FY2027 CIP C330040227 Adverse Childhood Experience Response Team (ACERT);

NOW, THEREFORE, be it resolved that the 2027 CIP be amended as follows:

By adding:

FY27 C330040227 Adverse Childhood Experience Response Team (ACERT) - $150,000 State

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Amending the FY2026 Community Improvement Program, authorizing and appropriating funds in the amount of Fourteen Thousand Dollars ($14,000) for the FY2026 C410021626 School Based Dental Program - Medicaid."

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

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

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

WHEREAS, the Board of Mayor and Aldermen wishes to effect the increase of funds in the amount of $14,000 from additional Medicaid Reimbursements to FY2026 CIP C410021626 School Based Dental Program - Medicaid;

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

By increasing:

FY2026 CIP C410021626 School Based Dental Program - Medicaid - $14,000 State

Resolved, that this Resolution shall take effect upon its passage

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Seven Thousand Dollars ($27,000) for the 2026 CIP C330040426 Women's Locker Room Expansion. "

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Twenty Seven Thousand Dollars ($27,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing , including for the purposes of applicable United States Treasury regulations the reimbursement of expenditures heretofore or hereafter made therefor, costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
FY2026 CIP C330040426 Women's Locker Room Expansion	$27,000

It is hereby declared that the equipment to be financed by said bonds, notes or lease purchases have a useful life in excess of 15 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Seven Thousand Dollars ($27,000) for the 2026 CIP C330040426 Women's Locker Room Expansion"

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty-Six

AN ORDINANCE

"Amending the Code of Ordinances of the City of Manchester by amending §32.029 Funding and Resource Management pertaining to the Art Commission by increasing spending authorization without board approval to $1,000 per project."

I. Amend the Code of Ordinances by inserting new language as bolded **(bold)** and deleting existing language as stricken (-----). Portions of the following sections that remain unchanged appear in regular type.

§ 32.029 FUNDING AND RESOURCE MANAGEMENT.
(A) Absent specific conditions to the contrary, all gifts of money intended to further the Commission's purpose and accepted by the Board of Mayor and Aldermen shall be deposited in a dedicated, non-lapsing Arts Fund to be used by the Commission, to be used for supporting local arts projects, community arts programs, and artist development initiatives.
(B) The Commission shall have the authority to seek additional funding through grants, partnerships, and fundraising activities.
(C) The city finance officer, pursuant to R.S.A. 41:29 shall have custody of all monies in the Arts fund. The Commission shall have the authority to utilize funds from the Arts Fund without Board of Mayor and Aldermen approval up to ~~$250.00~~ **$1,000** with a unanimous vote in favor by the Commission members.
(D) Singular or cumulative expenditures for a single project exceeding ~~$250.00~~ **$1,000** shall be subject to approval from the Board of Mayor and Aldermen upon recommendation of the Committee on Accounts, Enrollment and Revenue Administration.

II. This ordinance shall take effect on upon passage.

Timothy J. Clougherty
Public Works Director

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

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

CITY OF MANCHESTER

Department of Public Works

April 28, 2026

Community Improvement Committee of the Board of Mayor and Aldermen

City Hall
c\o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE A PORTION OF NORTH CHURCH ST

Dear Committee Members,

The portion of North Church Street to be discontinued, was first dedicated as an unnamed 20' wide passageway on Amoskeag Manufacturing Company's plan of lands in Manchester on file at the Manchester Department of Public Works.

We found no formal acceptance of the dedication or return of layout for the road in city records.

The road became a public street by prescription or implied acceptance and requires a discontinuance with road hearing and abutter notification.

The city built and has maintained the road for over 100 years.

There are no public utilities in the area proposed to be discontinued.

The Department of Public Works does not support the discontinuance petition, as it has not been demonstrated that it will not negatively restrict vehicular access necessary for street maintenance, solid waste collection and emergency purposes.

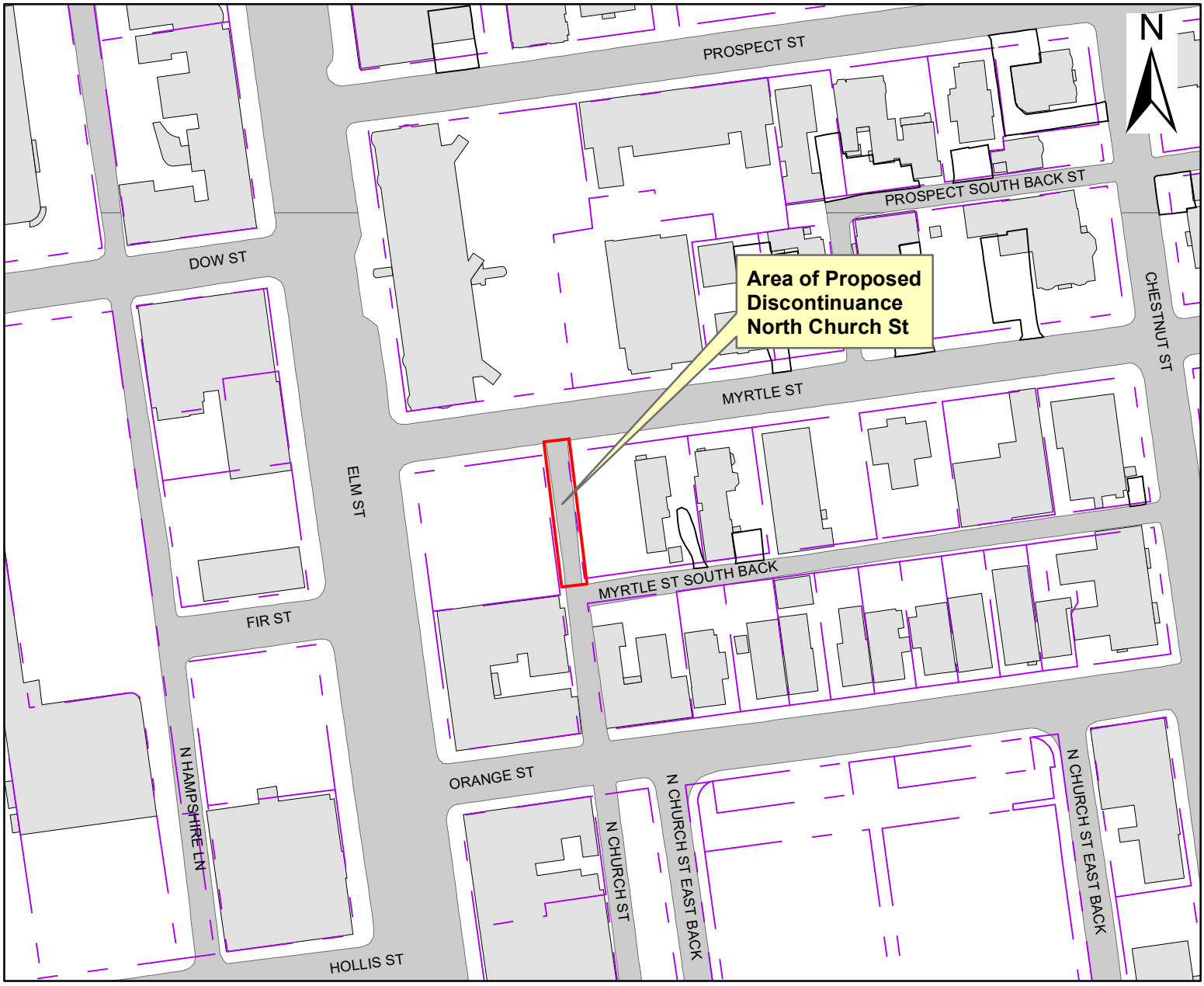
Sincerely,

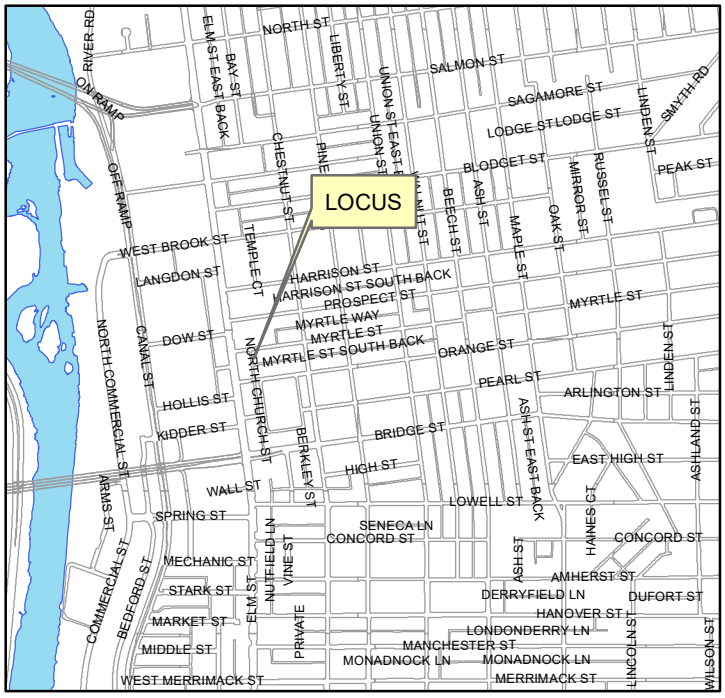
Timothy Clougherty

Timothy J Clougherty
Public Works Director

RKM
cc: File

475 Valley Street • Manchester, New Hampshire 03103 • (603) 624-6444 • FAX: (603) 624-6487
E-mail: **hiway@manchesternh.gov** • Website: www.manchesternh.gov





Discontinuance of a portion of North Church Street

Manchester, NH
April 27, 2026
Created by: Manchester DPW

T:\gis_data\highway\Survey\discontinuances\Discontinuance N_Church St.mxd

Cronin Bisson & Zalinsky P.C.
Attorneys at Law

722 Chestnut Street | Manchester, NH 03104
p. 603.624.4333 | f. 603.623.5626
www.cbzlaw.com

Daniel D. Muller, Jr.
Admitted in NH
Dmuller@cbzlaw.com

March 9, 2026

City Clerk's Office
APR 16 2026
RECEIVED

City of Manchester Board of Mayor and Aldermen
One City Hall Plaza
Manchester, New Hampshire 03101

Re: Petition to Discontinue Portion of North Church Street

Dear Honorable Mayor and Aldermen:

Our firm represents 1361 Elm Street, LLC (the "Petitioner"), the record owner of lots identified in the City of Manchester assessing records as Tax Map 39, Lots 21 as well as 33-35 located on or near the intersection of Elm Street and Myrtle Street. Tax Map 39, Lot 21 is improved by a mixed-use development. Tax Map 34 and 35 are improved by parking areas serving Tax Map 39. Lot 21. Tax Map 39, Lot 33 is improved by a residential structure which historically was used as a single-family residence, but for which the Petitioner obtained approval to convert it to a two-family residence. A portion of North Church Steet runs in between the parking areas on Tax Map 39, Lot 35 and Tax Map, Lot 34. The Petitioners seeks a cohesive parking area for its development in the area which will not only increase security for its patrons by limiting access but facilitate its maintenance. For that reason, the Petitioner respectfully requests that the Board discontinue the portion of North Church Street in between Tax Map 39, Lots 35 and 34.

North Church Street appears to have been dedicated to public servitude through one of the Plans of the Amoskeag Manufacturing Company. North Church Street originally ran from Myrtle Street south to Bridge Street and was a twenty-foot wide right of way. The original North Church Street was shown in the 1892 Hurd Atlas and portions of North Church Street were referenced on City sewer plans from the late 19th century. However, according to the City's GIS system, no municipal utilities were laid in the portion of North Church Street in between Tax Map 39, Lots 34 and 35. In 1961, the Board discontinued portions of North Church Street between Orange and Pearl Streets as a part of a Manchester Housing Authority urban renewal project. Exhibit "A." At this point in time, the only portions of the original North Church Street which remain open to the public lie between Myrtle and Orange Streets and a strip north of Bridge Street.

No properties rely upon the portion of North Church between Tax Map 39, Lots 34 and 35 as their sole means of access. The Petitioner, as indicated above, owns the properties to either side of the portion of North Church Street subject to this petition and North Church Street only serves to divide two portions of its parking area. The two lots owned by the Petitioner to either side of the relevant portion of North Church Street also have frontage on Elm and/or Myrtle Street. Other lots in the immediate area would remain accessible from other public ways including, without limitation, Elm Steet, Myrtle Street, Myrtle South Back Street and other

portions of North Church Street. The Petitioner has had informal discussions with the Public Works and Fire Departments relative to the proposed discontinuance and understands that the same are concerned with the ability to turnaround. The Petitioner has discussed obtaining an easement from a neighbor to address said concern.

Accordingly, the Petitioner respectfully requests that the Board of Mayor and Aldermen conduct a public hearing on the proposed discontinuance and, after said hearing, vote to discontinue the twenty-foot-wide portion of North Church Street between the southerly bound of Myrtle Street and the northerly bound of Myrtle South Back Street. The Petitioner is willing to have the discontinuance conditioned upon it obtaining an easement for the City's benefit to facilitate movement by City emergency and public works vehicles. The discontinuance is subject to all documents being in a form and format that is acceptable to the City Solicitor and the Department of Public Works.

Sincerely yours,
CRONIN BISSON & ZALINSKY, P.C.

Daniel D. Muller, Jr

Daniel D. Muller, Jr

DDM:cg
Enclosures

cc: 1361 Elm Street, LLC

PLAN REFERENCES:

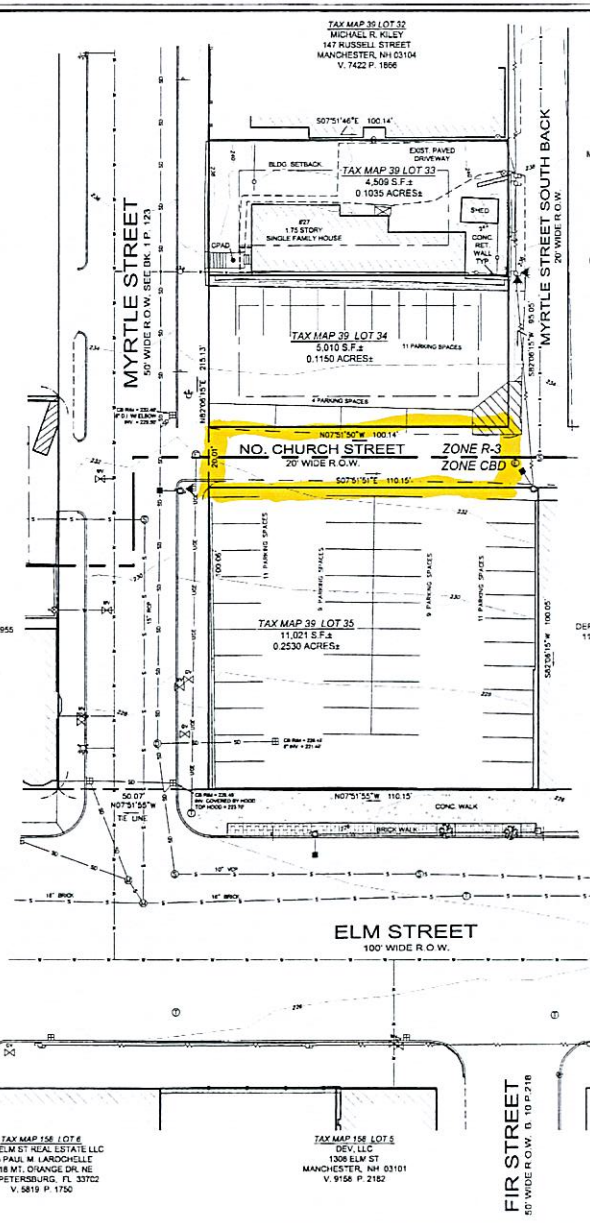
1.) "AMOSKEAG MANUFACTURING PLAN SHEET 25" ON FILE AT THE MANCHESTER DEPARTMENT OF PUBLIC WORKS.

2.) "ALTA/ACSM LAND TITLE SURVEY - URBAN CLASS, LOTS 21, 34 & 35, 1361 ELM STREET, LLC, ELM AND MYRTLE STREETS, MANCHESTER, NEW HAMPSHIRE PREPARED FOR: SPECTRUM INVESTMENTS INC." DATED FEBRUARY 6, 2003 AS PREPARED BY GRANITE STATE SURVEYING. UNRECORDED.

3.) "NEW ENGLAND TELEPHONE & TELEGRAPH COMPANY, EASEMENT ON LAND OF HERITAGE NORTHERN ELM TRUST, TAX MAP 39, PARCELS 20, 21 & 22, PROSPECT STREET, MANCHESTER, HILLSBOROUGH COUNTY, N.H." PREPARED BY RICHARD E. OBERMAN, LLS. SEE H.C.R.D. PLAN 23149.

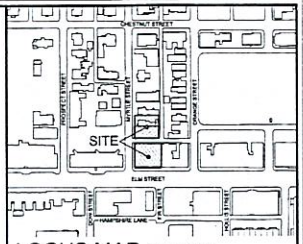
4.) "AMOSKEAG MANUFACTURING PLAN SHEET 25" ON FILE AT THE MANCHESTER DEPARTMENT OF PUBLIC WORKS.

5.) "Z.B.A. SITE PLAN FOR 1361 ELM STREET LLC, TAX MAP 39 LOTS 21, 34 & 35, 1361 ELM STREET, MANCHESTER, NEW HAMPSHIRE" DATED 7 JANUARY 2019 AND PREPARED BY THIS OFFICE.



IMPERVIOUS AREA TABLE							
	LOT AREA	BUILDING	DECKS, PORCHS	RETWALLS	PAVE & WALKS	TOTAL	% COVERED
LOT 33	4,509 SF	1,420 SF*	52 SF	20 SF	1,135 SF	2,627 SF	58.3%
LOT 34	5,010 SF	0 SF	0 SF	260 SF	4,575 SF	11,021 SF	96.5%
LOT 35	11,021 SF	127 SF**	0 SF	119 SF	10,775 SF	11,021 SF	100.0%

*INCLUDES 101 S.F. SHED
**INCLUDES 127 S.F. ENCROACHING BUILDING FROM LOT 36



LOCUS MAP (NOT TO SCALE)

NOTES:

1.) THE SUBJECT PARCELS ARE LOTS 33, 34 & 35 ON THE CITY OF MANCHESTER TAX MAP 39. THE OWNER OF RECORD FOR LOTS 39-34 & 35 IS THE 1361 ELM STREET LLC OF 1361 ELM STREET, MANCHESTER, NH 03101. SEE HCRD V. 6299 P. 541. THE OWNER OF LOT 39-33 IS THE 1305 ELM STREET LLC OF 1361 ELM STREET, SUITE 106, MANCHESTER, NEW HAMPSHIRE 03101. SEE HCRD V. 9650 P. 1253.

2.) LOT 35 IS ZONED CBD. NO MINIMUM LOT SIZE, NO MINIMUM LOT FRONTAGE. SETBACKS ARE AS FOLLOWS: FRONT = 0, SIDE = 0 AND REAR = 0. LOTS 33 & 34 ARE ZONED R-3. FOR NON-RESIDENTIAL USE MINIMUM LOT SIZE IS 10,000 SQ. FT. AND MINIMUM LOT FRONTAGE = 100'. FOR 3 OR FEWER RESIDENTIAL UNITS MINIMUM LOT SIZE IS 5,000 SQ. FT. AND MINIMUM LOT FRONTAGE = 50'. FOR ALL USES SETBACKS ARE AS FOLLOWS: FRONT = 10', SIDE = 10' AND REAR = 20'.

3.) THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY BY THIS OFFICE IN 2017 AND UPDATED IN 2024. I, JOSEPH M. WICHERT, NHLLS #783, CERTIFY THAT THE WORK WAS PREPARED BY ME OR THOSE UNDER MY DIRECT SUPERVISION.

4.) THE INTENT OF THIS PLAN IS TO SHOW THE BOUNDARIES OF AND THE EXISTING IMPROVEMENTS ON THE SUBJECT PROPERTIES IN SUPPORT OF A SITE PLAN APPLICATION.

5.) THE VERTICAL DATUM IS NAVD 1988 AND THE HORIZONTAL DATUM IS NHSPC 1983/1992 (CITY DATUM). THEY WERE ESTABLISHED USING ON SITE STATIC GPS OBSERVATIONS PERFORMED BY THIS OFFICE.

6.) THE PARCEL IS WITHIN ZONE X (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN). FLOOD DATA TAKEN FROM THE FLOOD INSURANCE RATE MAP FOR HILLSBOROUGH COUNTY, NEW HAMPSHIRE, MAP NUMBER 33011C0377D, EFFECTIVE DATE SEPTEMBER 25, 2009.

7.) THE UTILITY INFORMATION SHOWN IS BASED ON THE ABOVE GROUND LOCATION OF VISIBLE UTILITIES, PLANS OF RECORD AND THE CITY OF MANCHESTER G.I.S. MAP. THE CONTRACTOR NEEDS TO FIELD VERIFY ALL UTILITIES PRIOR TO ANY CONSTRUCTION. THIS OFFICE DOES NOT GUARANTEE THE LOCATION AND ACCURACY OF THE UTILITY DATA. DIG SAFE SHALL BE CONTACTED 72 HOURS PRIOR TO COMMENCING ANY CONSTRUCTION (811).

SYMBOL LEGEND

- CATCH BASIN
- SEWER MANHOLE
- TELEPHONE MANHOLE
- UNMARKED MANHOLE
- GAS VALVE
- WATER VALVE
- WATER SHUT OFF
- HYDRANT
- POST
- UTILITY POLE
- OVERHEAD LIGHT
- GUY WIRE
- OVERHEAD WIRE
- ELECTRIC MANHOLE
- CHAINLINK FENCE
- WIRE FENCE
- STOCKADE FENCE
- DECIDUOUS TREE
- SIGN POST

811 DigSafe MA • ME • NH • RI • VT

GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

I CERTIFY THAT THIS PLAN IS THE RESULT OF AN ACTUAL FIELD SURVEY MADE WITH A TOPCON GT 503. THE ERROR OF CLOSURE ON ALL LOT LINES WITHIN AND BORDERING THE SUBJECT PROPERTY IS BETTER THAN 1 IN 10,000.

I CERTIFY THAT THIS SURVEY PLAT IS NOT A SUBDIVISION PURSUANT TO THIS TITLE AND THAT THE LINES OF STREETS AND WAYS SHOWN ARE THOSE OF PUBLIC OR PRIVATE STREETS OR WAYS ALREADY ESTABLISHED AND THAT NO NEW WAYS ARE SHOWN.

I HEREBY CERTIFY THAT A COPY OF THIS PLAN HAS BEEN FILED WITH THE MANCHESTER PLANNING BOARD IN ACCORDANCE WITH RSA 676:18(IV)

19 MAR. 2024
DATE

STATE OF NEW HAMPSHIRE NO. 783 JOSEPH M. WICHERT LICENSED LAND SURVEYOR SIGNATURE

COPYRIGHT 2024 JOSEPH M. WICHERT, L.L.S., INC.

NO.	DATE	DESCRIPTION	BY

EXISTING CONDITIONS PLAN FOR
1305 ELM STREET
TAX MAP 39 LOTS 33, 34 & 35
ELM STREET & 27 MYRTLE STREET
MANCHESTER, NEW HAMPSHIRE

DATE: 28 MARCH, 2024 SCALE: 1" = 20'

EXISTING CONDITIONS PLAN BY:

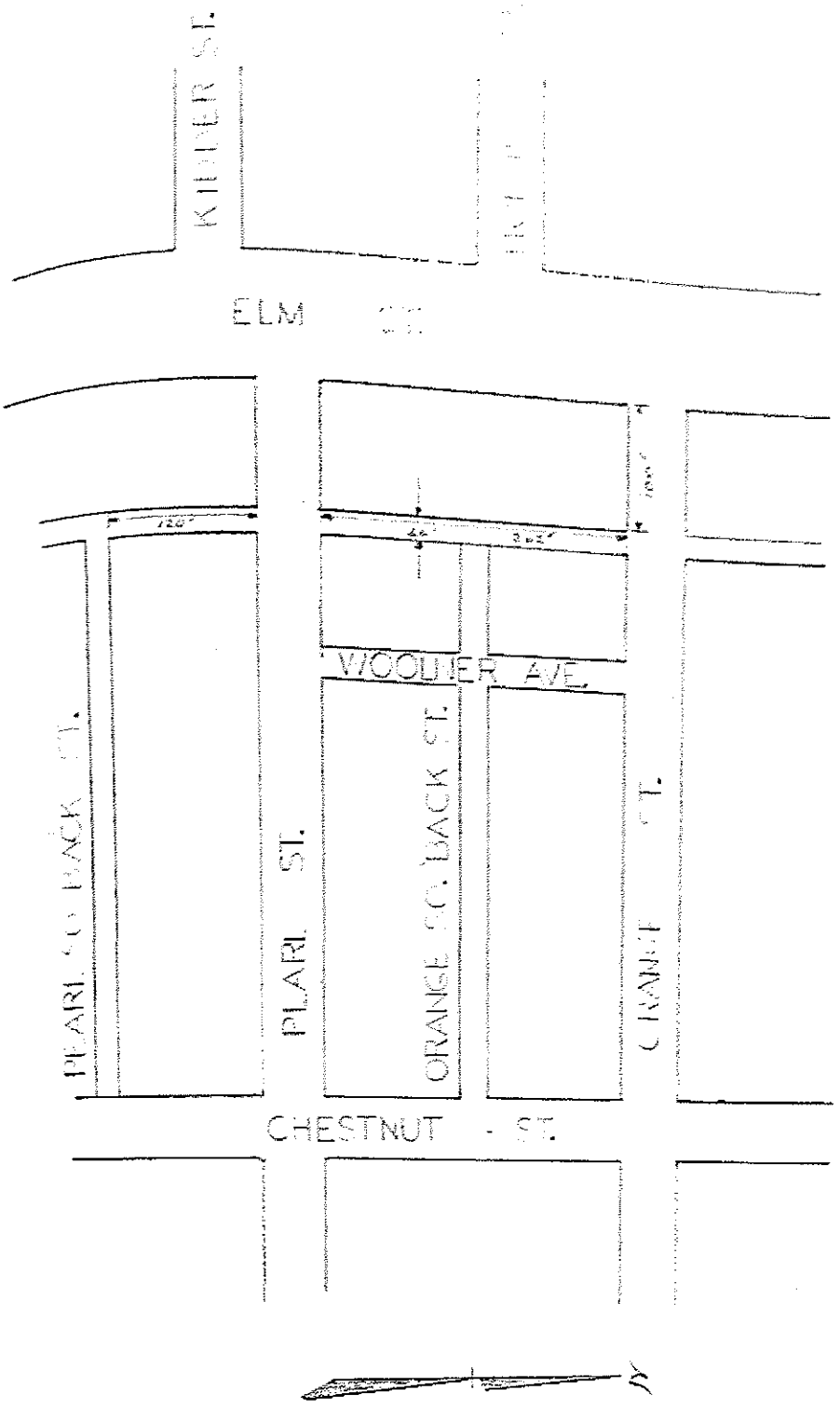
802 AMHERST STREET
MANCHESTER, NH 03104
TEL: (603) 647-4282 OR 736-8203
FAX: (603) 623-1910
WEB: WWW.JMWLLS.COM

Joseph M. Wichert LLS, INC.

LAND SURVEYOR & SEPTIC SYSTEM DESIGNER

SHEET S1 SHEET 1 OF 1 F.B. - P. - SEE JOB #2014125 JOB #2017126-2024EC

Exhibit A


KILLIER ST.
ELM
WOOLNER AVE.
PEARL CO. BACK ST.
PEARL ST.
ORANGE CO. BACK ST.
ORANGE ST.
CHESTNUT ST.

NO. CHURCH ST.

TO THE HONORABLE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF MANCHESTER:

The Undersigned respectfully represent that for the accommodation of the public there is occasion for discontinuing of a highway beginning at the point of intersection of the southerly line of Orange Street and the westerly line of North Church Street, thence southerly, parallel to and one hundred (100) feet west of the easterly line of Elm Street, about two hundred sixty two (262) feet to the northerly line of Pearl Street, and south from the southerly line of Pearl Street about one hundred twenty (120) feet to the northerly line of Pearl South Back Street.

Said above described line being the westerly line of the highway, the highway being twenty (20) feet wide and being a part of the highway known as North Church Street in said City.

They, therefore, request you to discontinue the highway on the route above described.

Dated at the City of Manchester, N.H. this 10th day of July, 1961.

Manchester Housing Authority

Cary P. Davis, Assistant Secretary

CITY OF MANCHESTER

A hearing upon said petition is hereby appointed at the Mayor and Aldermen's Room in the City Hall, in said city, on Tuesday, August 1, 1961 at 7:30 o'clock in the afternoon, and it is ordered that the City Clerk give notice of said petition and hearing to the Manchester Housing Authority, petitioner, the sole owner of land over which said highway may pass, at least fourteen days before the said day of hearing that a like copy of this petition and notice of hearing be posted at the City Hall in said City, and by leaving a like copy at the abode of the City Clerk of said City fourteen days at least before the said day of hearing.

Given under our hand at said City of Manchester this 11th day of July, 1961.

Josaphat T. Benoit — Mayor of Manchester

Charles A. Hunt
George J. Baker
Thomas J.Enright
Robert H. Bernier
John J. Walsh
John J. McGranahan
Edward Cassidy
Louis Head
Joseph P. Lyons
George A. Gauthier
Gerard DeGrace
Timothy K. O'Connor, — Aldermen of the City of Manchester

We hereby acknowledge due and sufficient notice of the within petition and this order thereon and agree to take no exception as to time or manner of calling hearing upon the same, and waive all claims for damages.

Manchester Housing Authority

July 10, 1961

Board of Mayor and Aldermen
City of Manchester
Manchester, New Hampshire

Re: Rights of Way Adjustments
Pearl Street Project

Gentlemen:

Enclosed please find the petitions of the [illegible] Authority concerning

those highway closings required in the Pearl Street Redevelopment Project area. The Manchester Housing Authority has title to all of the land abutting on the highways, or portions thereof, being discontinued and hereby waives its rights to a hearing and all claims for damages.

Respectfully submitted,

Manchester Housing Authority

Cary P. Davis
Assistant Secretary

Upon the foregoing petition we appointed a hearing and gave notice thereon as aforesaid, and on Tuesday, the 1st day of August, 1961, next at 7:30 o'clock in the afternoon at the Mayor and Aldermen's Room in City Hall, the time and place appointed we met, and having made a previous personal examination of the proposed highway, the Board is of the opinion that for the accommodation of the public there is ocassion for the same, we, therefore, release and discharge from public servitude said highway as requested in this petition described as follows;

Beginning at the point of intersection of the southerly line of Orange Street and the westerly line of North Church Street, thence southerly, parallel to and one hundred (100) feet east of the easterly line of Elm Street, about two hundred sixty two (262) feet to the northerly line of Pearl Street, and south from the southerly line of Pearl Street about one hundred twenty (120) feet to the northerly line of Pearl South Back Street.

Said above described line being the westerly line of the highway, the highway being twenty (20) feet wide and being a part of the highway known as North Church Street in said City.

Given under our hands at said City of Manchester this 1st day of August, 1961

Josaphat T. Benoit — Mayor of Manchester

George J. Baker
Robert H. Bernier
Thomas J. Enright
John J. Walsh
John F. McGranahan
Emile Simard
Levis J. Head
Joseph P. Lyons
George A. Gauthier
Gerard DeGrace
Timothy K. O'Connor, — Aldermen of the City of Manchester

Received August 1, 1961

A true record. Attest.

City Clerk

Intranuovo,Michael

From: Daniel D. Muller, Jr. <dmuller@cbzlaw.com>
Sent: Thursday, April 16, 2026 2:26 PM
To: Intranuovo,Michael
Subject: [External Email] Petition to Discontinue-Church Street Portion

Michael-

To the extent they are needed, properties near but not abutting the portion of Church Street subject to the petition include: Tax Map 39, Lot 21 owned by the Petitioner directly across Myrtle Street from the relevant portion of Church Street as well as Tax Map 39, Lot 36 owned by Derryfield Holdings, LLC, 1189 Wilmette Avenue, #120, Wilmette, IL 60091, and Tax Map 39, Lot 37 owned by Property Pals, LLC, P.O. Box 42, Windham, NH 03087, which are both diagonally across Myrtle Street Southback from the portion of Church Street sought to be discontinued.

Daniel D. Muller, Jr., Esquire
Cronin, Bisson & Zalinsky, P.C.
722 Chestnut Street
Manchester, NH 03104
Tel: (603) 624-4333
Fax: (603) 623-5626
www.cbzlaw.com

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Virus-free.www.avg.com

Ryan J. Cashin
Chief of Department

David P. Flurey
Assistant Chief

Matthew A. K. Lamothe
Assistant Chief

Joshua B. Guay
Assistant Chief

City of Manchester
Fire Department

June 12, 2026

City of Manchester
Office of the City Clerk
Attn: Board of Mayor and Alderman
One City Hall Plaza
Manchester, NH 03101

Re: N. Church St. discontinuance

Please find this letter as documentation that the Manchester Fire Department does not support the proposal for the discontinuance N. Church Street from Myrtle Street to Myrtle St East Back.

This decision is based upon the operational needs of the Manchester Fire Dept. to quickly and efficiently respond to and mitigate emergencies in all areas of the city. By discontinuing this portion of N. Church St. this will not allow fire apparatus to utilize currently accessible routes and as such, access will be restricted to a point that could jeopardize citizen, visitor and fire department member safety.

Thank you.

Ryan J. Cashin
Chief of Department

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

Timothy J. Clougherty
Public Works Director

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

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

CITY OF MANCHESTER

Department of Public Works

April 23, 2026

Community Improvement Committee of the Board of Mayor and Aldermen

City Hall
c\o Matthew Normand, City Clerk
One City Hall Plaza
Manchester, New Hampshire 03101

RE: PETITION TO DISCONTINUE CARON STREET TURN-AROUND

Dear Committee Members,

The Board of Mayor and Alderman of the City of Manchester laid out the Caron Street turn-around as a 25'x50' area adjacent to Caron Street on March 8, 1961, as part of the Queen City Avenue widening. The layout is recorded Hillsborough County Registry of Deeds in Book 1678 page 111. Having been formally laid out, this discontinuance petition needs a public road hearing with abutter notification.

The turn-around was created to allow maintenance vehicles to reverse direction after Caron Street became a dead end. The City of Manchester never built or used the turn-around in the proposed location.

There are no public utilities in the area to be discontinued.

The Department of Public Works does not oppose the discontinuance petition, provided the department is granted an easement over the proposed driveway so that city vehicles can reverse direction while maintaining Caron Street.

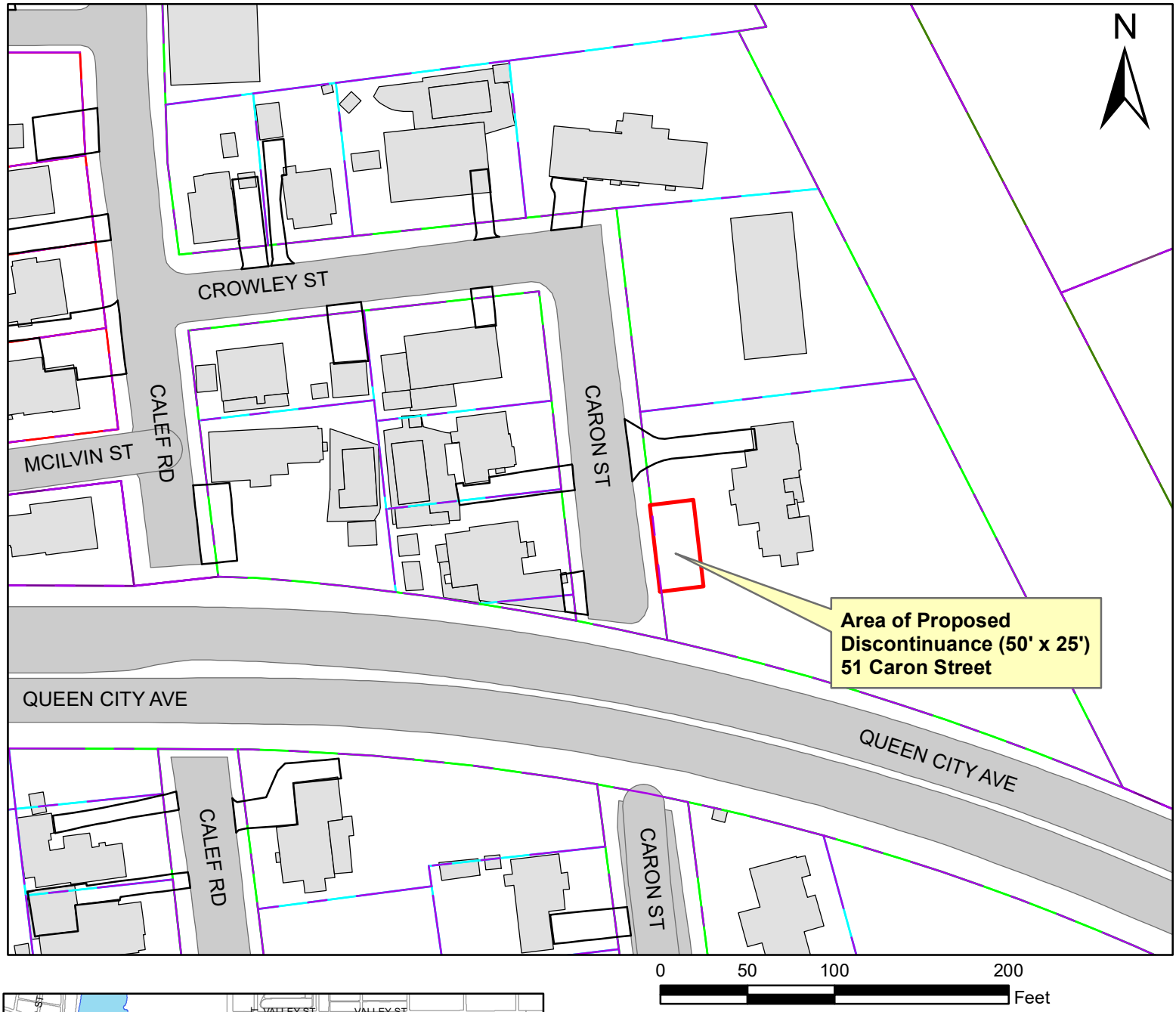
Sincerely,

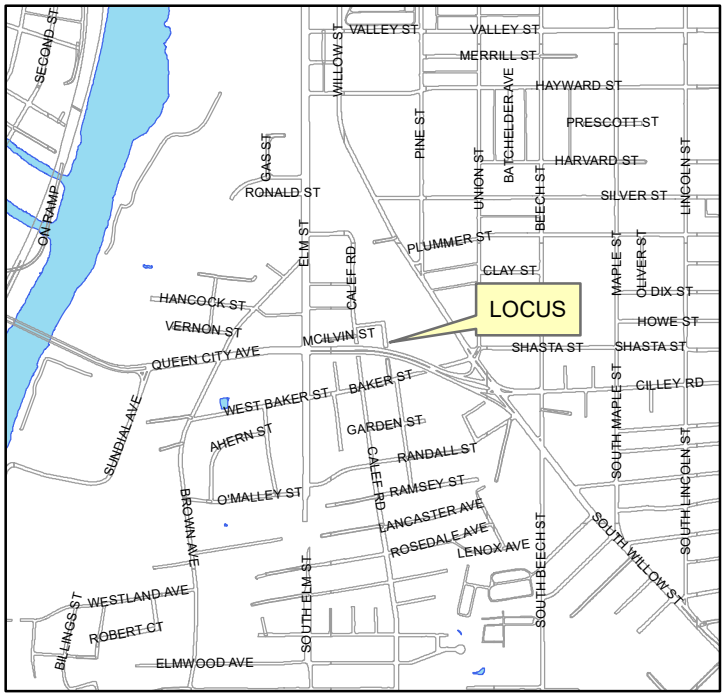
Timothy Clougherty

Timothy J Clougherty
Public Works Director

RKM
cc: File

475 Valley Street • Manchester, New Hampshire 03103 • (603) 624-6444 • FAX: (603) 624-6487
E-mail: **hiway@manchesternh.gov** • Website: www.manchesternh.gov





Discontinuance of a portion of 51 Caron Street

Manchester, NH
April 22, 2026
Created by: Manchester DPW

T:\gis_data\highway\Survey\discontinuances\Discontinuance 51 Caron.mxd

April 17, 2026

Mayor and Board of Aldermen;
C/o Mayor Jay P. Ruais
City Clerk
One City Hall Plaza
Manchester, NH 03101

RE: PETITION TO DISCONTINUE LAYOUT OF STREET TURNAROUND NH

Dear Mayor Ruais:

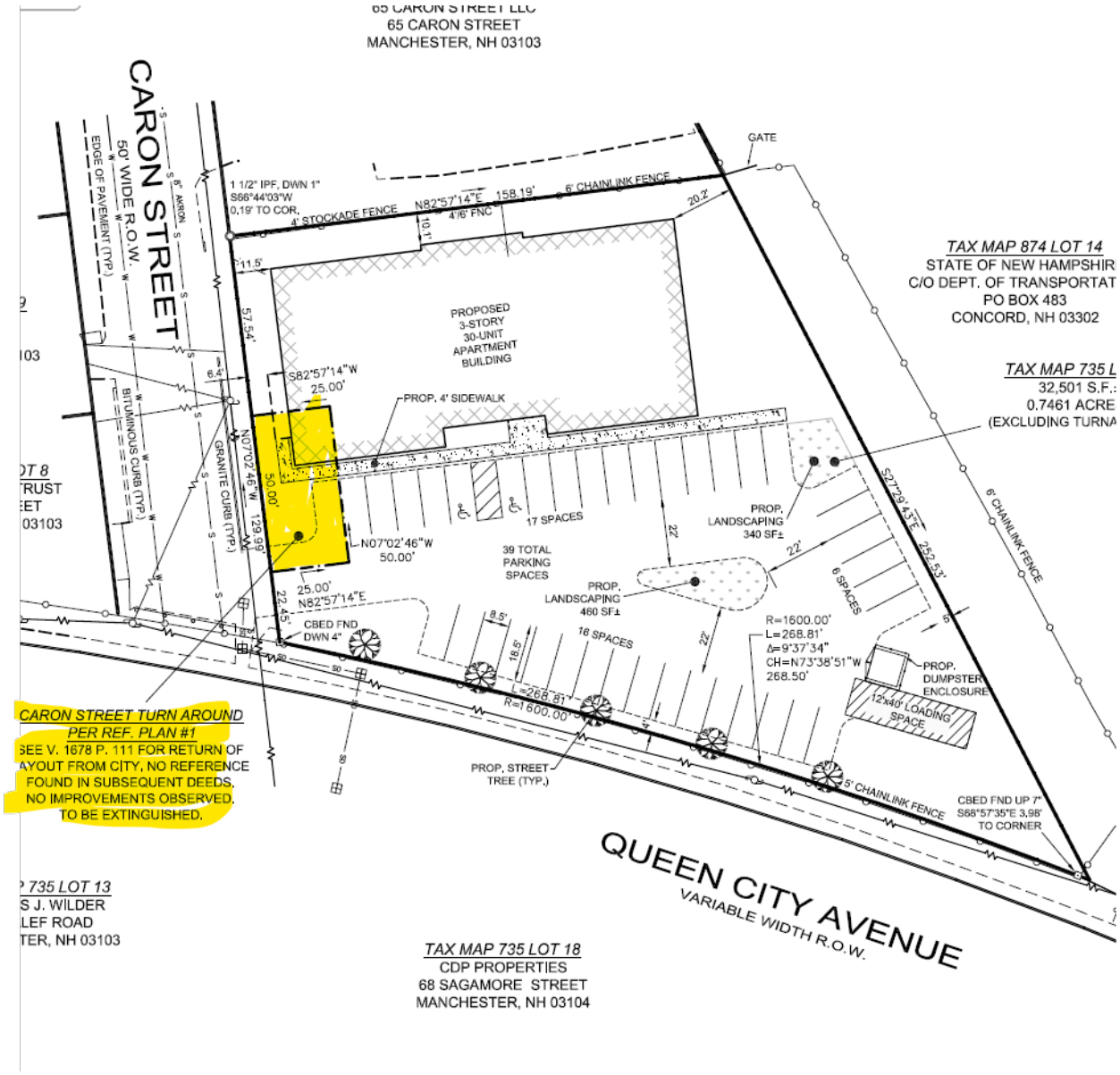
Pursuant to RSA 231:43, this is a formal request on behalf of 51 Caron Street, LLC, a New Hampshire limited liability company (sole members is T. J. Denisco), owner of Tax Map , Lot with address of 51 Caron Street, Manchester, NH, to discontinue and release from public servitude the turnaround layout over Tax Map , Lot

ATTACHED ARE:

1.) "DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS, PLANS OF PROPOSED FEDERAL AID URBAN PROJECT U.S. 305(I), N.H. PROJECT NO. C-4331" DATED 8/10/62 AND LAST REVISED NOV 9, 1962. ON FILE WITH THE NH DOT.

2.) "Taking" document recorded in Hillsborough County Registry of Deeds at Book 1678, Page 111.

Both reference the "Turnaround" located as shown in yellow on the below plan.



The owner of 51 Caron Street plans to build a 30-unit, 3-story, multi-family on the lot. A variance is being sought to allow one building rather than three smaller buildings as the new ordinance caps multi-family buildings at 9 units.

As can be seen on the above plan, a portion of the proposed building is located on a portion of the turnaround area.

Z:\CLIENTS\DENISCO, TJ\Request to MBA to discontinue highway turnaround layout taken on 51 Caron Street in 1962.docx

Although approved in 1962 in conjunction with the expansion of Queen City Avenue, the turnaround, located at 51 Caron Street on the northern section of Caron Street on the dead-end portion of Caron Street, has never been used or built out. 51 Caron Street is hi-lighted in orange on below Google aerial shot.

It is clear that after 65 years of no use of the turnaround layout, it will never be used and is not needed. More housing in Manchester, on the other hand, is desperately needed.

For this reason, Mr. Denisco, on behalf of 51 Caron Street, LLC, requests that the highway turnaround layout be discontinued and released from public servitude.

Thank you,

Andrew H. Sullivan, Esq.

Cc: Atty. Peter R. Chiesa, Deputy City Solicitor
Tim Clougherty, Public Works Director

Z:\CLIENTS\DENISCO, TJ\Request to MBA to discontinue highway turnaround layout taken on 51 Caron Street in 1962.docx

E - Doc # 260019368 05/27/2026 10:21:59 AM
Book 9955 Page 2485 Page 1 of 2
Dennis C Hogan
Register of Deeds, Hillsborough County

DRIVEWAY TURN AROUND EASEMENT DEED

[51 Caron Street, Manchester, New Hampshire]

FOR CONSIDERATION PAID, 51 CARON STREET LLC, a New Hampshire limited liability company, with a mailing address of 65 Caron Street, Manchester, New Hampshire 03103 ("Grantor") , hereby grants, with quit claim covenants, to the CITY OF MANCHESTER, a municipal corporation established under the laws of the State of New Hampshire, having an address of One City Hall Plaza, Manchester, New Hampshire 03101 (the "Grantee") "Driveway Turn Around Easement" over the driveway at **51 Caron Street, City of Manchester, County of Hillsborough and State of New Hampshire, 03103** as follows:

1. Grantee and Grantees' successors, agents, employees, assigns and transferees, shall have a permanent right and easement to use the driveway located at 51 Caron Street Manchester, New Hampshire for its vehicles to drive over to turn into and/or back into the driveway to facilitate turning around its vehicles.

2. Grantee shall bear no cost or responsibility for the plowing and other maintenance of said driveway.

3. Grantor reserves the right to relocate the driveway from time to time, subject to Grantee's continuing right and easement to use the driveway as authorized herein and above.

4. This easement shall run with the land and be binding upon the successors and assigns of the Grantor.

This is not homestead property of Grantor.

No RETT is due pursuant to NHRSA 78-B:2, I,

Meaning and intending to describe and convey an easement over a portion of the property conveyed to Grantor by deed recorded in Hillsborough County Registry of Deeds at Book 9497, Page 623.

Executed this 18 day of May 2026.

GRANTOR: 51 CARON STREET LLC

Date: 5/18/26

Name: Thomas James Denisco, Jr.
Title: Manager
Duly Authorized

STATE OF NEW HAMPSHIRE HILLSBOROUGH COUNTY

On this 18th day of May 2026, before me, the undersigned officer, personally appeared Thomas James Denisco, Jr. , Manager of said company and signed and acknowledged the foregoing instrument to be it free act and deed.

Notary Public
Name: Barbara J. Roberts
My commission expires: 4/9/2030

/seal/

BARBARA J. ROBERTS
STATE OF
-MY-
COMMISSION
EXPIRES
APRIL 9, 2030
NEW HAMPSHIRE
NOTARY PUBLIC

C:\Users\Office\AppData\Local\Microsoft\Windows\INetCache\Content.Outlook\UU36N4OA\Driveway Turn Around Easement to City of Manchester.51 Caron Street. 05.12.26.doc

E - Doc # 260019381 05/27/2026 11:08:07 AM
Book 9955 Page 2563 Page 1 of 1
Dennis C Hogan
Register of Deeds, Hillsborough County

PARTIAL RELEASE

RE: Tax Map 735, Lot 7:: 51 Caron Street, Manchester, NH

FOR VALUE RECEIVED, **Primary Bank**, with an address of 207 Route 101, Bedford, New Hampshire 03110, holder of a certain Mortgage Deed and Security Agreement and Collateral Assignment of Leases and Rents, all dated 08/02/2022, in the aggregate amount of $ 318,000.00, and recorded in Hillsborough County Registry of Deeds at Book 9639, Page 2946 and Book 9639, Page 2963, respectively, hereby releases **only** the right and easement granted to the City of Manchester, New Hampshire by 51 Caron Street LLC by that certain "Driveway Turnaround Easement" dated May 21, 2026 and recorded in Hillsborough County Registry of Deeds at Book 9955, Page 2485 which granted to the City of Manchester, New Hampshire a permanent right and easement to use the driveway located at 51 Caron Street Manchester, New Hampshire for its vehicles to turn into and/or back into the driveway to facilitate turning around its vehicles; said Mortgage Deed and Security Agreement and Collateral Assignment of Leases and Rents to remain in full force and effect as to all other real estate described in said Mortgage Deed and Security Agreement and Collateral Assignment of Leases and Rents.

Executed this 21 day of May, 2026.

PRIMARY BANK

Witness

By:
Name: Thomas Conzton
Title: Executive Vice President
Duly Authorized

City of Manchester, NH Abutters Report

75ft. Abutters of Property 0362-0012
at 76 MAPLE ST

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements. Property data updated null.

Parcel ID	Site Address	Ownership
0536-0001	161 BAKER ST	BEVEYLINA REALTY LLC 155 BAKER ST MANCHESTER, NH 03103-6460
0734-0001	170 BAKER ST	BANGOR SAVINGS BANK PO BOX 930 BANGOR, ME 04402
0734-0003	40 WILLOW ST	SMITH BROOKS REALTY LLC 84 MEETINGHOUSE RD BEDFORD, NH 03110
0734-0004	98 WILLOW ST	FLYING HORSE REALTY INC 98 WILLOW ST MANCHESTER, NH 03103
0735-0006	65 CARON ST	65 CARON ST LLC 65 CARON ST MANCHESTER, NH 03103

City of Manchester, NH Abutters Report

75ft. Abutters of Property 0362-0012
at 76 MAPLE ST

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements. Property data updated null.

0735-0008	52 CARON ST	DENISCO FAM TR 52 CARON ST MANCHESTER, NH 03103
0735-0009	62 CARON ST	INE, JOAN B 62 CARON ST MANCHESTER, NH 03103
0735-0010	25 CROWLEY ST	GATES, BRITTANY M 25 CROWLEY ST MANCHESTER, NH 03103
0735-0013	161 CALEF RD	WILDER, CHARLES J 161 CALEF RD MANCHESTER, NH 03103
0735-0016	22 CARON ST	CASTONGUAY, JEAN 22 CARON ST MANCHESTER, NH 03103
0735-0018	144 BAKER ST	CDP PROPERTIES LLC 68 SAGAMORE ST MANCHESTER, NH 03104

City of Manchester, NH Abutters Report

75ft. Abutters of Property 0362-0012
at 76 MAPLE ST

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements. Property data updated null.

0735-0019	BAKER ST	BEVEYLINA REALTY LLC 155 BAKER ST MANCHESTER, NH 03103-6460

City of Manchester, NH Abutters Report

75ft. Abutters of Property 0362-0012
at 76 MAPLE ST

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements. Property data updated null.

I hereby certify that the names and mailing addresses of the persons shown on the above list are the names and addresses of the owners of record as shown on the most recent certified tax list dated 3/25/2026.

Signed,

Lisa DeSousa

Not official unless stamped by the Board of Assessors

Name: _____

Title: _____

CITY OF MANCHESTER
BOARD OF ASSESSORS
ONE CITY HALL PLAZA
MANCHESTER, NH 03101
(603) 624-6520

Date: _____

1678

RETURN

OF

HIGHWAY LAYOUT

MANCHESTER US 305(1) C-4331

1961

Upon the foregoing Petition we appointed a hearing and on the 25th day of April, 1961 at 7:30 p.m. at the City Hall in Manchester, the time and place appointed, certain interested parties appeared, and having heard all of the evidence offered by them and having examined the property to be taken for the purposes set forth in the foregoing Petition, said hearing was adjourned, and as a result of the evidence we have received and the investigation we have made, we have determined that for the accommodation of the public there is occasion for the laying out or alteration of the highway petitioned for and we, therefore, lay out a Limited Access Highway in accordance with Chapter 236A of the Laws of 1961 and Chapters 234 and 236, RSA of 1955, as follows:

Beginning at a point in the Easterly side line of South Elm Street said point also being in the division line between land of Louis Compeau and land of the City of Manchester near Station 0+00 as shown on a plan of MANCHESTER US 305(1) C-4331 Project on file in the records of the City of Manchester Engineers Office; thence Easterly with said division line to land of Margherita Carnevale; thence Northerly with said Carnevale land to a point fifty feet (50') Northerly of said center line; thence Easterly parallel to said center line to land of Leo G. Philbrick near Station 5+25; thence Southerly with said Philbrick land to a point forty-five feet (45') Northerly of said center line and about opposite Station 5+25; thence Easterly parallel to said center line to the Easterly side line of the Boston and Maine Railroad right-of-way near Station 10+85; thence Southerly with said railroad

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Page 2 -

right-of-way to a point twenty feet (20') Northerly of Ramp B center line near Station 11+03; thence Easterly parallel to said Ramp B center line to the Southerly side line of Baker Street near Station 11+75; thence Easterly with said side line to a point thirty-five feet (35') Northerly of Ramp A center line and about opposite Station 5+80 Ramp A center line; thence Easterly parallel to Ramp A center line to the Southerly side line of Baker Street near Station 2+60 Ramp A center line; thence Easterly with the Southerly side line of Baker Street to the Westerly side line of South Willow Street; thence Southerly with said side line to the Northerly side line of Martin Street near Station 18+90 Ramp D center line; thence Westerly with said side line to a point thirty feet (30') Southerly of Ramp D center line and near Station 18+80 Ramp D center line; thence Northwesterly parallel to said Ramp D center line to a point directly opposite Station 13+15.78 Ramp D center line; thence Northwesterly to a point forty-five feet (45') Southerly of and directly opposite Station 11+00; thence Westerly parallel to said center line to the East-

Mayor JCM

Recd. & Rec. 12-1-61
Book 1683 p. 318

erly side line of Caron Street near Station 7+00; thence Southerly with said side line to a point fifty feet (50') Southerly of said center line and about opposite Station 7+00; thence Westerly parallel to said center line to the Easterly side line of South Elm Street; thence Northerly with said side line to the point of beginning.

Taking also with the above land all rights of access, light, air, and view over, from, and to the same from the remainder of abutting lands at the line of taking.

McILVIN STREET TURN-AROUND

And taking for the construction of a turn-around on McIlvin Street the following described parcel of land: Beginning at a point in the Southerly side line of McIlvin Street said point also being in the division line between land of Margherita Carnevale and land of Louis Compeau; thence Southerly with said Compeau land to a point fifty feet (50') Northerly of

(Continued)

said center line; thence Easterly parallel to said center line to land of Emil Ashooh near Station 2+25; thence Northerly with said Ashooh land to the Southerly side line of McIlvin Street; thence Westerly with said side line to the point of beginning.

CALEF ROAD APPROACH

And taking for an approach to Calef Road the following described parcels of land: Beginning at a point fifty feet (50') Northerly of and directly opposite Station 3+56; thence Northeasterly to a point in the Westerly side line of Calef Road that is directly opposite Station 3+71.50; thence Southerly with said side line to a point fifty feet (50') Northerly of said center line; thence Westerly parallel to said center line to the point of beginning. Beginning at a point fifty feet (50') Southerly of and directly opposite Station 4+50; thence Southwesterly to a point in the Easterly side line of Calef Road that is seventy feet (70') Southerly of said center line; thence Northerly with said side line to a point fifty feet (50') Southerly of said center line; thence Easterly parallel to said center line to the point of beginning.

CARON STREET TURN-AROUND

And taking for the construction of a turn-around on Caron Street the following described parcel of land: Beginning at a point in the Easterly side line of Caron Street said point also being seventy feet (70') Northerly of said center line and near Station 6+63; thence Easterly at right angles to said Caron Street twenty-five feet (25'); thence Northerly parallel to said Caron Street a distance of fifty feet (50'); thence Westerly at right angles to the last-described course to the Easterly side line of Caron Street; thence Southerly with said side line to the point of beginning.

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BAKER STREET APPROACH

And taking for an approach to Baker Street the following described parcel of land: Beginning at a point in the Southerly side line

(Continued)

Page 4 -

of Baker Street said point also being thirty-five feet (35') Northerly of the Ramp A center line and about opposite Station 5+80; thence Southeasterly and Northerly parallel to said Ramp A center line to the Southerly side line of Baker Street near Station 2+60 Ramp A center line; thence Westerly with the last-named side line to the point of beginning.

Beginning at a point in the Westerly side line of South Willow Street said point also being in the Northerly side line of Baker Street; thence Westerly with the Northerly side line of Baker Street about twenty-five feet (25') to the back of the proposed sidewalk; thence Northerly with the back of the proposed sidewalk to the Northerly boundary line of land of Socony Vacuum Oil Company said point also being in the Westerly side line of South Willow Street; thence Southerly with said side line to the point of beginning.

SOUTH WILLOW STREET IMPROVEMENT

And taking for the improvement of South Willow Street the following described parcel of land: Beginning at a point in the Easterly side line of South Willow Street said point also being directly opposite Station 0+40 South Willow Street center line; thence Southerly with the back of the proposed sidewalk to the Northerly side line of Shasta Street near Station 1+20 South Willow Street center line; thence Westerly with the Northerly side line of Shasta Street to the Easterly side line of South Willow Street; thence Northerly with said side line to the point of beginning.

CILLEY ROAD APPROACH

And taking for an approach to Cilley Road the following described parcel of land: Beginning at a point in the Northerly side line of Cilley Road said point also being in the Easterly side line of South Willow Street; thence Easterly with the Northerly side line of Cilley Road to the Westerly side line of South Beech Street; thence Northerly with the Westerly side line of South Beech Street to the back of the proposed sidewalk;

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Page 5 -

thence Westerly and Northwesterly with the back of the proposed sidewalk to the Easterly side line of South Willow Street; thence Southerly with the Easterly side line of South Willow Street to the point of beginning.

Beginning at a point in the Southerly side line of Cilley Road said point also being in the Easterly side line of South Willow Street; thence Southerly with the Easterly side line of South Willow Street to the Westerly side line of South Beech Street; thence Northerly with the

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Westerly side line of South Beech Street to the back of the proposed sidewalk; thence Northerly with the back of the proposed side walk to the Southerly side line of Cilley Road; thence Westerly with the Southerly side line of Cilley Road to the point of beginning.

Beginning at a point in the Southerly side line of Martin Street said point also being in the Westerly side line of South Willow Street; thence Southerly with the Westerly side line of South Willow Street to South Beech Street; thence Westerly to the back of the proposed sidewalk; thence Northerly with the back of the proposed sidewalk to the Southerly side line of Martin Street; thence Easterly with said side line to the point of beginning.

HAMPTON STREET TURN-AROUND

And taking for a turn-around on Hampton Street the following described parcel of land: Beginning at a point in the Northerly side line of Hampton Street said point also being thirty feet (30') Westerly of the Ramp D center line; thence Northerly parallel to said Ramp D center line to land of Ernest J. Paquette; thence Westerly with land of said Paquette to the Westerly boundary of land of Joseph Portinari; thence Southerly with said Portinari boundary to the Northerly side line of Hampton Street; thence Easterly with said side line to the point of beginning.

HAMPTON STREET AND MARTIN STREET CONNECTION

And taking for the accommodation of a connecting road

(Continued)

Page 6 -

between Hampton Street and Martin Street the following described parcel of land: Beginning at a point in the Northerly side line of Martin Street said point also being twenty feet (20') measured Easterly from the connecting road center line and about opposite Station 2+20; thence Northerly parallel to said connecting road center line to the Southerly side line of Hampton Street; thence Westerly with said side line to the Easterly side line of the Boston and Maine Railroad right-of-way; thence Northerly along said railroad roght-of-way to the Northerly side line of Hampton Street; thence Westerly on an extension of the Northerly side line of Hampton Street to a point twenty feet (20') Westerly of the connecting road center line; thence Southerly parallel to said connecting road center line to the Northerly side line of Martin Street; thence Easterly with said side line to the point of beginning.

BAKER STREET TURN-AROUND

And taking for the construction of a turn-around on Baker Street the following described parcel of land: Beginning at a point forty-five feet (45') Southerly of and directly opposite Station 9+22; thence Southerly at right angles to said center line to the Northerly side line of Baker Street; thence Easterly with the Northerly side line of Baker Street to a point forty-five feet (45') Southerly of said center line; thence West-

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erly parallel to said center line to the point of beginning.

And in addition to the new highway hereby laid out, the rights are taken to extend and maintain such slopes and embankments which extend beyond the limits of the highway laid out as indicated on the plan referred to above for the purposes of maintaining such slopes and embankments at an angle of repose against ordinary erosion and no further and to construct drainage as shown on said plan, and any damages occasioned by the extension of these slopes, embankments and drainage is included in the various amounts awarded to the several landowners to be set forth hereinafter.

And for land taken and for other easements necessary for the above construction, and in accordance with the before-mentioned plan, we award damages to owners of land as listed below:

Margherita Carnevale	$ 16,300.00
Emile J. Ashooh and Louise Ashooh	5,000.00

(Continued)

Page 7 -

Margherita Carnevale	2,500.00
Stanley Przybyla and Theresa Przybyla	13,300.00
Charles Tsiapaios and Evelyn Tsiapsios	400.00
Leo S. Philbrick and Noella S. Philbrick	2,300.00
Alfred Smith and Charlotte Smith	14,700.00
Peter Pangos and Phyllis Pangos	3,000.00
Socony Vacuum Oil Co.	2,500.00
Lucien J. Chouinard and Theresa V. Chouinard	12,400.00
Julia A. Manning	12,700.00
Francis Riordan and Laurette Riordan	12,400.00
Richfield Oil Corp.of New York	320.00
Caron Construction Co. Inc.	35,000.00
Joseph Connor	350.00
Ernest J. Paquette	95,000.00
Joseph Portinari and Dorothy Portinari	32,000.00
Jands Samara and Elsie Samara	15,000.00
Saheed W. Dahar	22,000.00
Graf Bros. Inc.	1,000.00
J. Scanlon Company, Inc.	100.00
Joseph Moreau and Alma Moreau	1,000.00

LIBER 1678 PAGE 116

" 11	Frederick Merrill, Jr.	10,000.00
" 12	Charles P. Fisher and Marion J. Fisher	1,600.00
" 13	Ludwika Drozd	15,500.00
" 14		

(Continued)

Page 8 -

Caroline Gosselin	2,800.00
Frederick Merrill, Jr.	1,000.00
Leo A. Huard	2,000.00
Alice Jadda and Linda Jadda	1,000.00
Anna K. Sviatek	1,000.00
Tremarco Corporation	5,000.00
Coca Cola Bottling Co. of Manchester, N. H.	1,000.00

Given under our hands this 8 day of March A.D., 1961.

Mayor. John C Morgan
Ward 1 Opposed
" 2 John J. McElaney
" 3 Thomas Emerick
" 4 Robert H. Sevier
" 5 John J. Clancy
" 6 Thomas R. Bourque
" 7 Albert J. Pelagini
" 8 Emile J. Lemay
" Francis J. Wilcox
" 10 Francis X. Bergeron
" 11 Joseph B. Lyons
" 12 Clifton Jordan
" 13 Gerard De Grandpre
" 14 Roland L. Vallee

BOARD OF MAYOR AND ALDERMEN

HILLSBOROUGH, SS. Received and recorded 8-30 A.M., March 14, 1962.

Examined by Robert Eberbeck Register.

FED. ROAD DIV. NO.	STATE	PROJ.
1	N.H.	U.S.

INDEX OF SHEETS

SHEET NO. 1	TITLE PAGE	
2-3	TYPICAL SECTIONS OF IMPROVEMENT	
4-6	SUMMARY OF QUANTITIES	
7-19	ROADWAY PLAN & PROFILES	
20-22	CROSS SECTIONS - SO. WILLOW ST. CONN.	
23-24	" " - E.B. SO. WILLOW ST. CONN. & RAMP D	
25-26	" " - RAMPS A & B	
27	" " - RAMP C - CILLEY RD.	
28	" " - CONNECTING RD.	
29-31	" " - SO. WILLOW ST. RECONST.	
32	SIGN DETAILS	
33	STANDARD SHEET FOR EXTRUDED SIGN PANEL	
34	STANDARD SHEET NO. 3	REVISED AUG. 6, 1962
35	" " " 4	" DEC. 27, 1960
36	" " " 5	" " "
37	" " " 8	" JULY 6, 1960
38	" " " 9	" DEC. 27, 1960
39	" " " 10	" " "
40	" " " CS-1	DATED JUNE 1, 1962
41	" " " CS-2	" " "
42	" " " CS-3	" " "
43	" " " CS-4	" " "
44	" " " ~~CS-5~~	" " " (THIS SHEET DELETED)
45	" " " CS-1A	REVISED JUNE 12, 1962

REVISED AFTER PROPOSAL
DATE NOV 9 1962

REVISION NO. 1
ELIMINATION OF CALF ROAD APPROACH

SHEETS REVISED NO. 8
SHEETS SUPERSEDED NO. 20 & 21
SHEETS ADDED NO. 20-A & 21-A

STATE OF NEW HAMPSHIRE
DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

PLANS OF PROPOSED FEDERAL AID URBAN PROJECT

U.S. 305 (1)

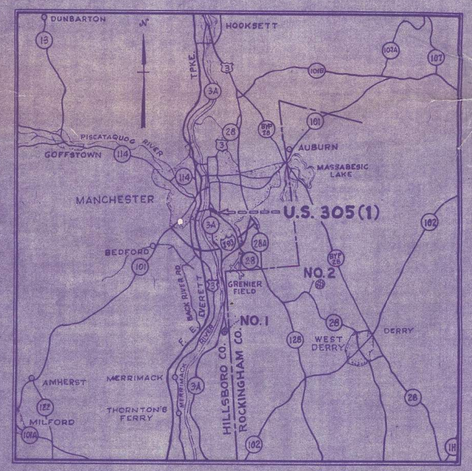
N.H. PROJECT NO. C-4331

SCALES
PLAN 1" = 20'-0"
PROFILE VERT. 1" = 10'-0" HOR. 1" = 20'-0"
CROSS SECTION VERT. 1" = 5'-0" HOR. 1" = 5'-0"

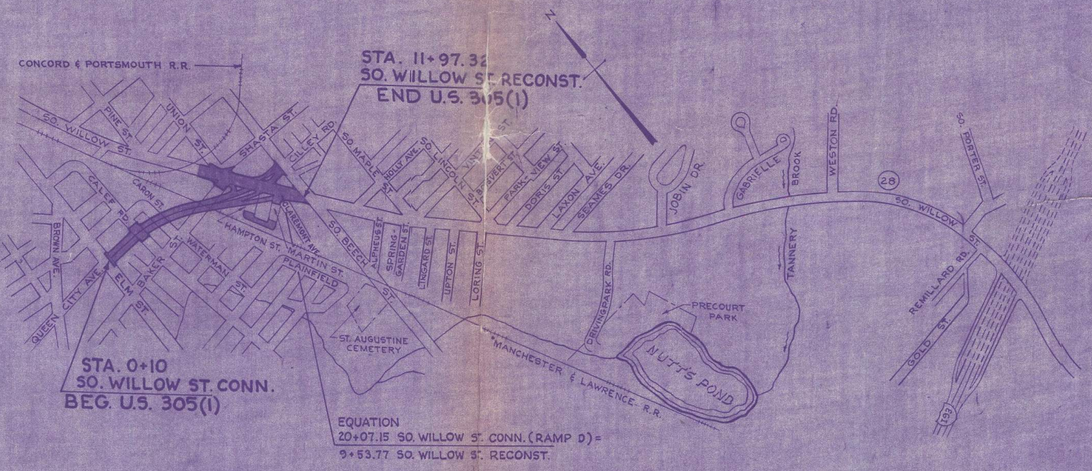
THIS PROJECT TO BE CONSTRUCTED IN ACCORDANCE WITH STANDARD SPECIFICATIONS DATED NOV. 1, 1960 AND STANDARD SHEETS LISTED IN THE INDEX ON FILE WITH THE BUREAU OF PUBLIC ROADS AND SPECIAL PROVISIONS ATTACHED TO PROPOSAL.

DESIGN DATA

DESIGN HOURLY VOLUME	1958	
DESIGN HOURLY VOLUME	1978	1472
TRAFFIC CLASSIFICATION		M
DESIGN SPEED		40 M.P.H.
MAXIMUM CURVATURE	MAIN LINE	3.8 DEGREES
MAXIMUM GRADIENT		3.66 %
NON-PASSING SIGHT DISTANCE		K=80 SUMMIT K=70 SAGS
LENGTH OF PROJECT		0.424 MILES



LOCATION PLAN
SCALE 1" = 4 MILES
GRAVEL AREA



LAYOUT
SCALE 1" = 800 FEET

CITY OF MANCHESTER
COUNTY OF HILLSBORO

THE STATE OF NEW HAMPSHIRE
RALPH W. HORNE
No. 698
REGISTERED PROFESSIONAL ENGINEER

PLANS PREPARED BY
FAY, SPOFFORD & THORNDIKE INC.
ENGINEERS, BOSTON, MASS.
Ralph W. Horne President
N.H. PROF. ENG. REG. NO. 698

RECOMMENDED FOR APPROVAL. DATE
Robert H. W. Whitcher
DEPUTY COMMISSIONER AND CH
APPROVED:
John O. M
COMMIS
Floyd L
SECONDARY RO

DEPARTMENT OF COMME
BUREAU OF PUBLIC ROA
APPROVED:
DIVISION ENGINEER

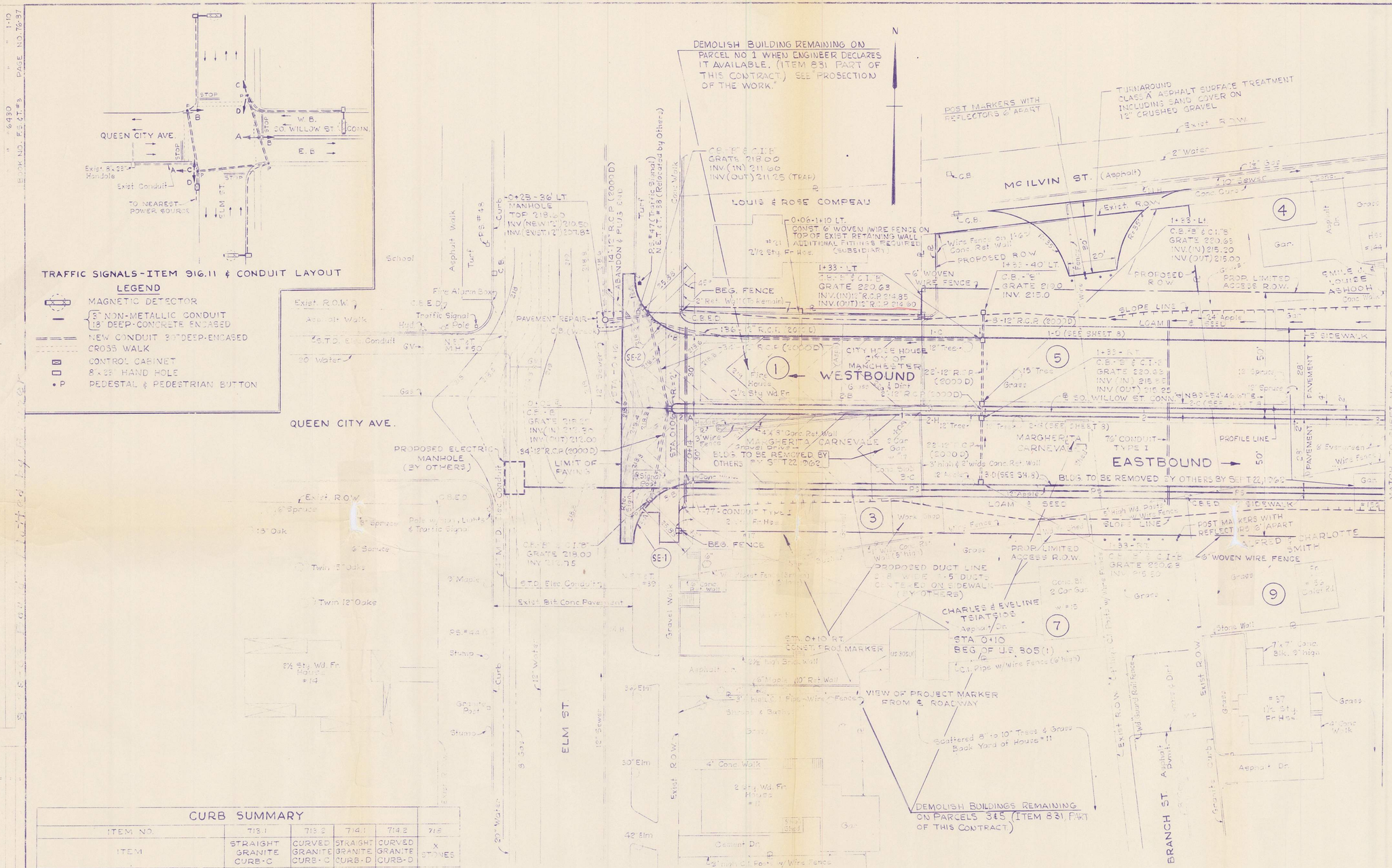
DRAWN BY FAY, SPOFFORD & THORNDIKE INC. DATE JUNE 30, 1961
CHECKED BY " " " DATE " " "

CONVENTIONAL SIGNS

STATE LINE	R O W LINE
TOWN LINE	SURVEY LINE
FENCE	CULVERTS
STONE WALL	POWER POLES
UNFENCED PROPERTY	TELEPHONE POLES
TRAVELED WAY	GROUND ELEVATION
RAILROADS	GRADE ELEVATION
RETAINING WALL	SLOPE LINE (Cut / Fill)
SEWER MANHOLE	CATCH BASIN
HYDRANT	DROP INLET
LEDGE	BRUSH LINE

PROJ. NO.	SH
U.S. 305(1)	

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 302(1)	7	49



PARCEL NO.'s

1. CITY OF MANCHESTER
3. MARGHERITA CARNEVALE
4. EMILE J. & LOUISE ASHOOH
5. MARGHERITA CARNEVALE
6. STANLEY & THERESA PRZYBYLA
7. CHARLES & EVELINE TSIATSIOS
8. LEO S. & NOELLA PHILBRICK
9. ALFRED & CHARLOTTE SMITH
11A. PETE & PHYLLIS PANAGOS
12. SOCONY VACUUM OIL CO.
13. LUCIEN J. & THERESE V. CHOVINARD
14. WM. P. & JULIA A. MANNING
15. FRANCIS L. & LAURETTE RIORDAN
16. RICHFIELD OIL CORP. OF N.Y.
17. CARON CONSTRUCTION CO.
17A. BOSTON & MAINE RAILROAD
18. JOSEPH CONNOR
19. ERNEST J. PAQUETTE
21. JOSEPH & DOROTHY PORTINARI
23. BOSTON & MAINE RAILROAD
24. JAMES & ELSIE B. SAMARA
25. SAHEED W. DAHAR
26. GRAF BROS. INC.
27. J. SCANLON CO. INC.
31. JOSEPH & ALMA MOREAU
32. FREDERICK A. MERRILL JR.
33. CHARLES F. & MARION J. FISHER
34. LUDWICKA DROZD
35. CAROLINE GOSSELIN
36. FREDERICK A. MERRILL JR.
37. LEO A. HUARD
38. ALICE & LINDA JADDA
39. ANNA K. SVIATEK
40. TREMAR COMPANY CORP.
41. COCA COLA BOTTLING CO. OF N.H.

CURB SUMMARY

AREA	ITEM NO. / ITEM / STATION	MARK	RADIUS FT.	713.1 STRAIGHT GRANITE CURB-C SQ. JT. LIN. FT.	RAD. JT. LIN. FT.	713.2 CURVED GRANITE CURB-C LIN. FT.	714.1 STRAIGHT GRANITE CURB-D LIN. FT.	714.2 CURVED GRANITE CURB-D LIN. FT.	715 X STONES EACH
1	0+11 - 1+31 W.B. LT	1-A	25				17.7		
		1-B	25				17.7		
		1-C					117.0		
2	0+4 - 1+31 W.B. RT	2-A	2					6.3	
		2-B					12.0		
	0+6 - 1+31 E.B. LT	2-N					122.0		
3	0+11 - 1+31 E.B. RT	3-A	25				17.7		
		3-B	25				17.7		
		3-C					117.0		
	SHEET TOTAL						554.6	6.3	

NOTE:
TO AREAS EXTENDING OUTSIDE THE PROJECT LIMITS WHERE BUILDINGS HAVE BEEN REMOVED BY OTHERS AS INDICATED ON THE PLANS, THE CONTRACTOR SHALL REMOVE CELLAR WALLS AND MASONRY TO ONE FOOT BELOW FINISHED GRADE OR AS ORDERED. FILL CELLAR HOLES. REMOVE ANY WALKS, SIDEWALKS, DRIVES & WALLS AS ORDERED, AND GRADE THE AREAS AS DIRECTED BY THE ENGINEER. THIS WORK WILL BE PAID FOR UNDER APPLICABLE ITEMS OF THE CONTRACT AS MEASURED BY FIELD PERSONNEL, EXCEPT THAT GRADING AS ORDERED SHALL BE SUBSIDIARY TO THE SEVERAL ITEMS

CURVE DATA

No	Δ	D	R	T	L
SE-1	90°-00'-00"	—	25'	25'	39.27'
SE	90°-00'-00"	—	25'	25'	39.27'

DATUM IS MEAN SEA LEVEL
NOTE:
TO CONVERT TO MANCHESTER DATUM DEDUCT 102.934 FEET

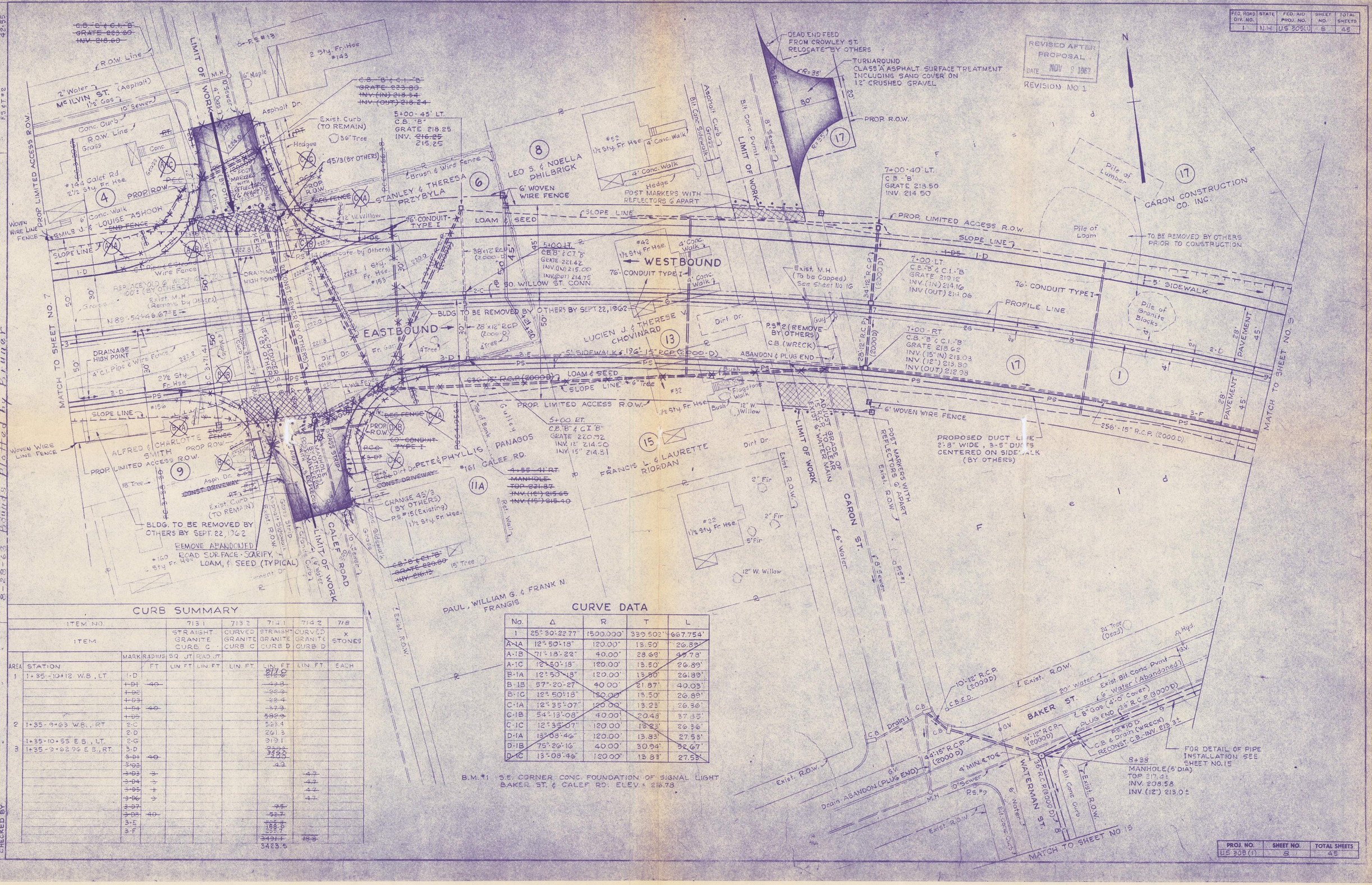
BEARINGS AND COORDINATES SHOWN ARE BASED ON NEW HAMPSHIRE RECTANGULAR COORDINATE SYSTEM AS ESTABLISHED BY PHOTOGRAMMETRIC MAPPING CONTRACT PA 2873.

NOTE:
EXISTING CURBING TO BE REMOVED, SALVAGED & STOCKPILED WITHIN LIMITS OF R.O.W. AS ORDERED BY THE ENGINEER. (SUBSIDIARY)

PROJ. NO.	SHEET NO.	TOTAL SHEETS

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 3O8(1)	8	45

REVISED AFTER PROPOSAL
DATE NOV 8 1967
REVISION NO. 1



CURB SUMMARY

AREA	STATION	MARK	RADIUS FT	713.1 STRAIGHT GRANITE CURB C SQ. JT LIN. FT.	713.1 STRAIGHT GRANITE CURB C RAD. JT LIN. FT.	713.2 CURVED GRANITE CURB C LIN. FT.	714.1 STRAIGHT GRANITE CURB D LIN. FT.	714.2 CURVED GRANITE CURB D LIN. FT.	718 X STONES EACH
1	1+35 - 10+12 W.B., LT	1-D					~~277.0~~		
		~~1-D1~~	~~40~~				~~42.8~~		
		~~1-D2~~					~~22.9~~		
		~~1-D3~~					~~22.4~~		
		~~1-D4~~	~~40~~				~~37.9~~		
		~~1-D5~~					~~592.9~~		
2	1+35 - 9+03 W.B., RT	2-C					563.4		
		2-D					261.3		
	1+35 - 10+55 E.B., LT.	2-G					219.1		
3	1+35 - 9+62.96 E.B., RT.	3-D					~~232.2~~		
		~~3-D1~~	~~40~~				~~250.0~~		
		3-D2					4.9		
		~~3-D3~~	~~3~~					~~4.7~~	
		~~3-D4~~	~~3~~					~~4.7~~	
		~~3-D5~~	~~3~~					~~4.7~~	
		~~3-D6~~	~~3~~					~~4.7~~	
		~~3-D7~~					~~2.5~~		
		~~3-D8~~	~~40~~				~~52.7~~		
		3-E					~~885.8~~		
		3-F					189.0		
							27.7		
							~~3491.1~~	~~18.8~~	
							3423.5		

CURVE DATA

No.	Δ	R	T	L
1	25° 30'-22.77"	1500.000'	339.502'	667.754'
A-1A	12° 50'-18"	120.00'	13.50'	26.89'
A-1B	71° 18'-22"	40.00'	28.69'	49.78'
A-1C	12° 50'-18"	120.00'	13.50'	26.89'
B-1A	12° 50'-18"	120.00'	13.50'	26.89'
B-1B	57° 20'-27"	40.00'	21.87'	40.03'
B-1C	12° 50'-18"	120.00'	13.50'	26.89'
C-1A	12° 35'-07"	120.00'	13.23'	26.36'
C-1B	54° 13'-08"	40.00'	20.48'	37.85'
C-1C	12° 35'-07"	120.00'	13.23'	26.36'
D-1A	13° 08'-46"	120.00'	13.83'	27.53'
D-1B	75° 26'-16"	40.00'	30.94'	52.67'
D-1C	13° 08'-46"	120.00'	13.83'	27.53'

NOTE BOOKS (USE BOTTOM LINE FIRST) BOOK NO.	PAGE NO.
*64-30	1-5, 11-15
*64-31	1-4
F.S.&T.#3	32-39, (42-51)
F.S.&T.#2	42-55

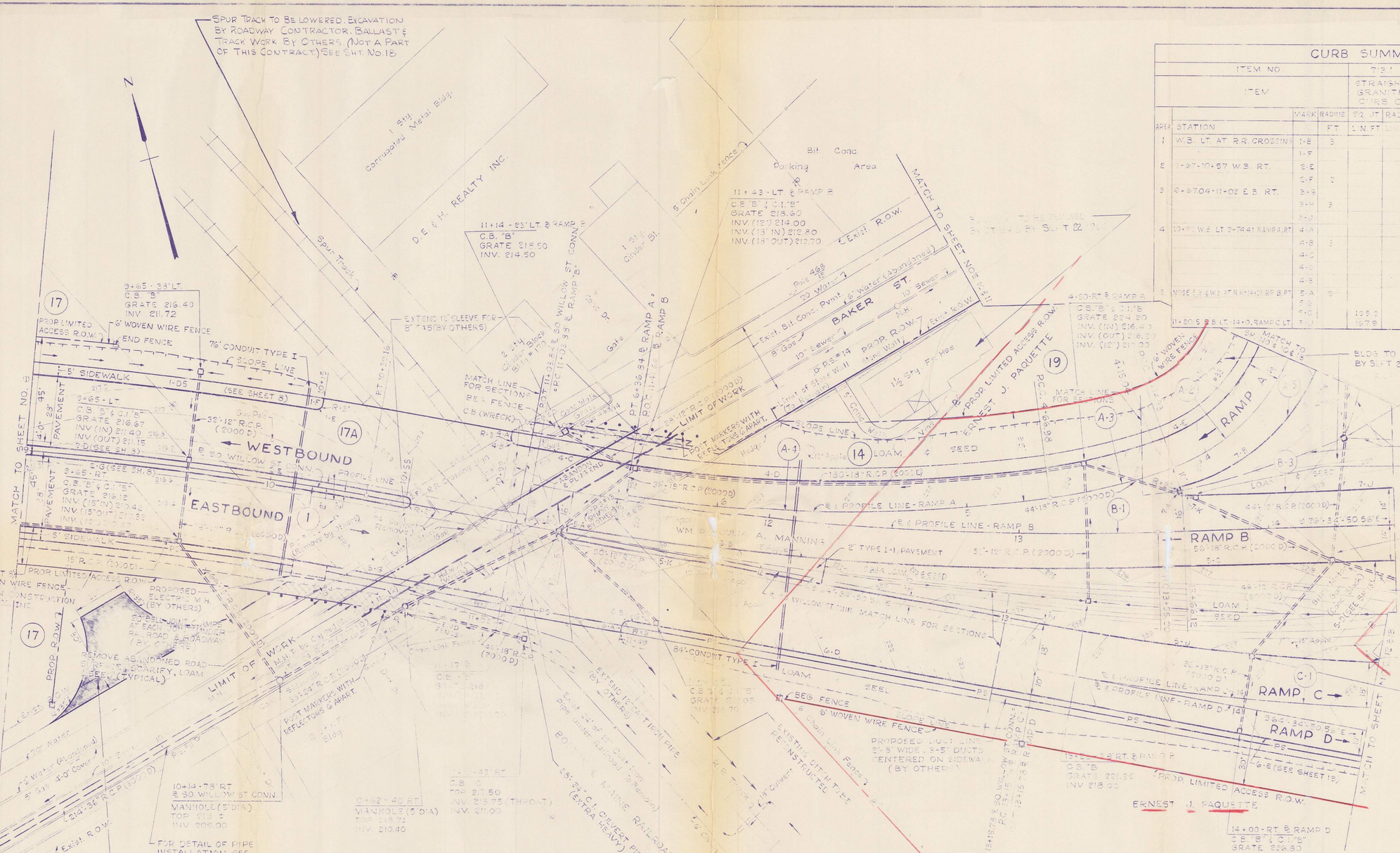
REVISIONS AFTER RODAL DESCRIPTION	DATE	STA.	TO STA.
Elimination of Calef Road Approach	Nov. 9, 1962	4+00 Lt. & Rt.	
Plotted by Hunter	8-28-63		

PLAN TRACED BY	EAV. SPOFFORD & THORNDIKE, INC.
" CHECKED BY	
PROFILE TRACED BY	
" CHECKED BY	
INKED BY	
CHECKED BY	

DATE JUNE 30, 1961

PROJ. NO.	SHEET NO.	TOTAL SHEETS
US 3O8(1)	8	45

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.J.	I-95-5(511)	9	48



CURB SUMMARY

AREA	STATION	MARK	RADIUS FT.	713.1 STRAIGHT GRANITE CURB C SQ. JT. LIN. FT.	713.1 STRAIGHT GRANITE CURB C RAD. JT. LIN. FT.	713.2 CURVED GRANITE CURB C LIN. FT.	714.1 STRAIGHT GRANITE CURB D LIN. FT.	714.2 CURVED GRANITE CURB D LIN. FT.	719 X STONES EACH
1	W.B. LT. AT R.R. CROSSING	1-E	3					4.7	
		1-F					2.0		
2	9+27-10+57 W.B. RT.	2-E					88.1		
		2-F	3					4.8	
3	9+67.04-11+02 E.B. RT.	3-G					19.5		
		3-H	3					4.7	
		3-J					2.0		
4	10+00 W.B. LT. 2+74.41 RAMP A, RT.	4-A					2.0		
		4-B	3					4.7	
		4-C					45.6		
		4-D					177.8		
		4-E					15.0 +		
5	NOSE E.B. & W.B. AT R.R. 14+20 RP B, RT.	5-A	3					4.7	
		5-B					110.0		
	11+20.5 E.B. LT. 14+0, RAMP C LT.	5-C		12.5					
		5-J		127.8					

CURB SUMMARY

AREA	STATION	MARK	RADIUS FT.	713.1 STRAIGHT GRANITE CURB C SQ. JT. LIN. FT.	713.1 STRAIGHT GRANITE CURB C RAD. JT. LIN. FT.	713.2 CURVED GRANITE CURB C LIN. FT.	714.1 STRAIGHT GRANITE CURB D LIN. FT.	714.2 CURVED GRANITE CURB D LIN. FT.	719 X STONES EACH
5	11+20.5 E.B. LT. 14+0, RAMP C, LT.	5-K					110.0		
6	11+43 E.B. RT. 13+98, RAMP D, RT.	6-A					2.0		
		6-B	3					4.7	
		6-C					5.0		
		6-D					234.0		
7	NOSE RAMPS A & B 3+26 TRANS. A, LT.	7-H	3			5.8			
		7-B	85.2	100.8					
	3+66 12+15-28 RAMP B, LT.	7-J		155.7					
		7-K		2.0					1
	SHEET TOTAL			258		5.8	351.0	4.7	1

CURVE DATA

No.	Δ	D	R	T	L
A-2	36°-58'-32.21"	—	80'	90.40'	135.40'
A-3	11°-55'-40.15"	—	250'	26.13'	52.05'
A-4	16°-13'-15.93"	—	600'	85.51'	169.87'
A-5	67°-45'-49.28"	—	85.21'	57.22'	100.78'
B-1	123°-00'-00.00"	—	120.00'	126.13'	251.33'
B-3	48°-03'-56.16"	—	2300.29'	84.84'	169.61'
C-1	28°-02'-59.10"	—	1000.00'	248.79'	489.58'

PROJ. NO.	SHEET NO.	TOTAL SHEETS
I-95-5(511)	9	48

NOTE BOOKS (USE BOTTOM LINES FIRST)

BOOK NO.	PAGE NO.
" "	" "
" " #643	" " 16-22
" " F.S.&T. #3	" " 33-36
BOOK NO. F.S.&T. #2	PAGE NO. 36-41

REVISIONS AFTER PROPOSAL

DATE	STA.	TO STA.

DESCRIPTION

FAY, SPOFFORD & THORNDIKE, INC.

PLAN TRACED BY		DATE JUNE 30, 1961
" CHECKED "		" "
PROFILE TRACED BY		" "
" CHECKED "		" "
INKED BY		" "
CHECKED BY		" "

Q-16

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 302(1)	10	45

NOTE BOOKS
(FILE BOTTOM LINES FIRST)

BOOK NO.	PAGE NO.
" " F.S.O.T. #2	" " 19-22
" " " #6434	" " 3-9
" " " #6431	" " 5-9
" " " #6430	" " 30
BOOK NO. #6425	PAGE NO. 20-22

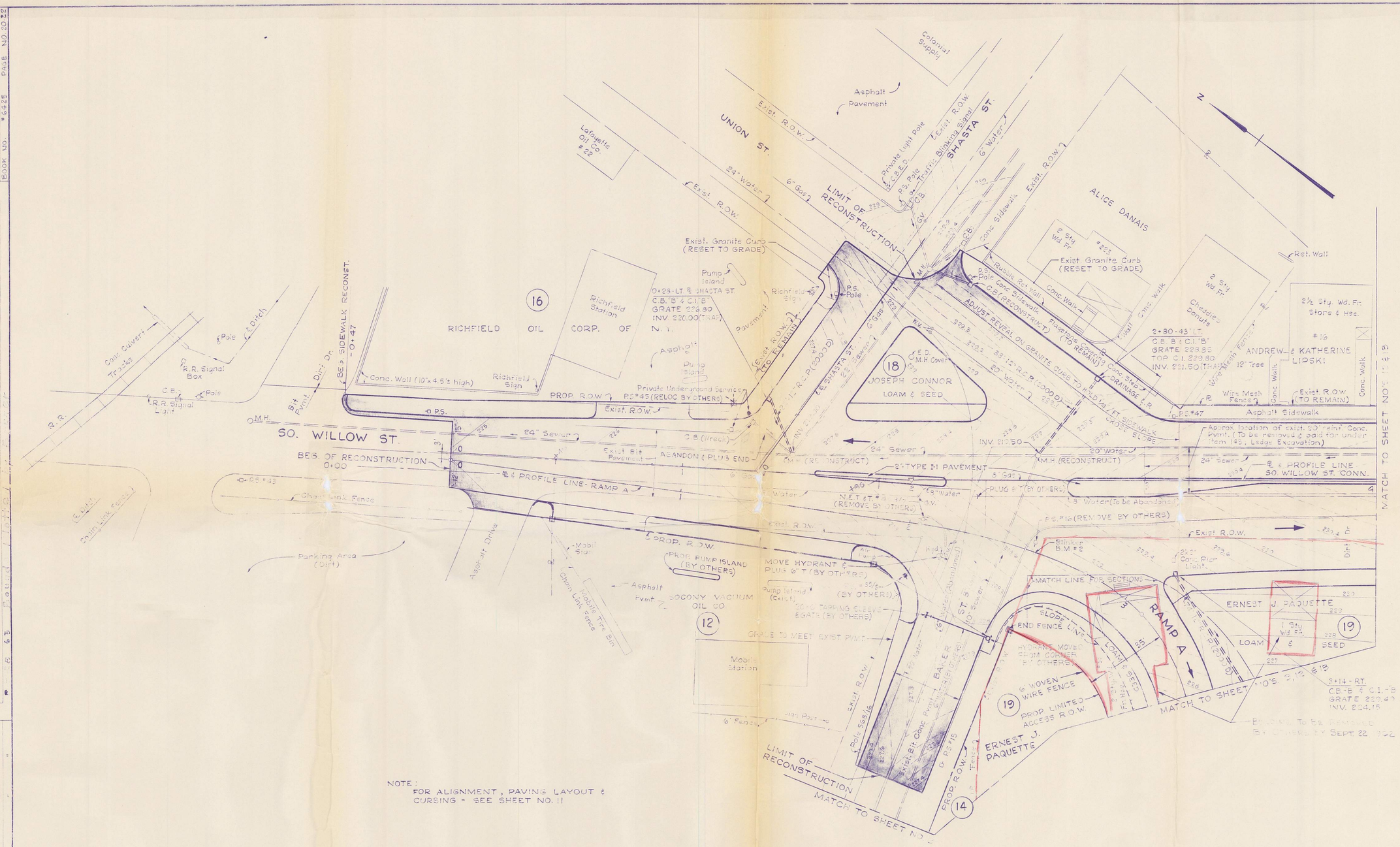
DESCRIPTION

REVISIONS AFTER PROPOSAL

DATE	STA.	TO STA.

FAY, SPOFFORD & THORNDIKE, Inc.

		DATE JUNE 30, 1961
PLAN TRACED BY	"	"
" CHECKED "	"	"
PROFILE TRACED BY	"	"
" CHECKED "	"	"
INKED BY	"	"
CHECKED BY	"	"



NOTE:
FOR ALIGNMENT, PAVING LAYOUT & CURBING - SEE SHEET NO. 11

B.M. #2 S.W. CORNER OF RED BLINKER SIGNAL FOUNDATION SLAB AT S.W. CORNER BAKER ST. & SO. WILLOW ST. ELEV. 229.02

PROJ. NO.	SHEET NO.	TOTAL SHEETS
US 302	10	45

Qn-16

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 302(1)	12	45

NOTE BOOKS (USE BOTTOM LINES FIRST)

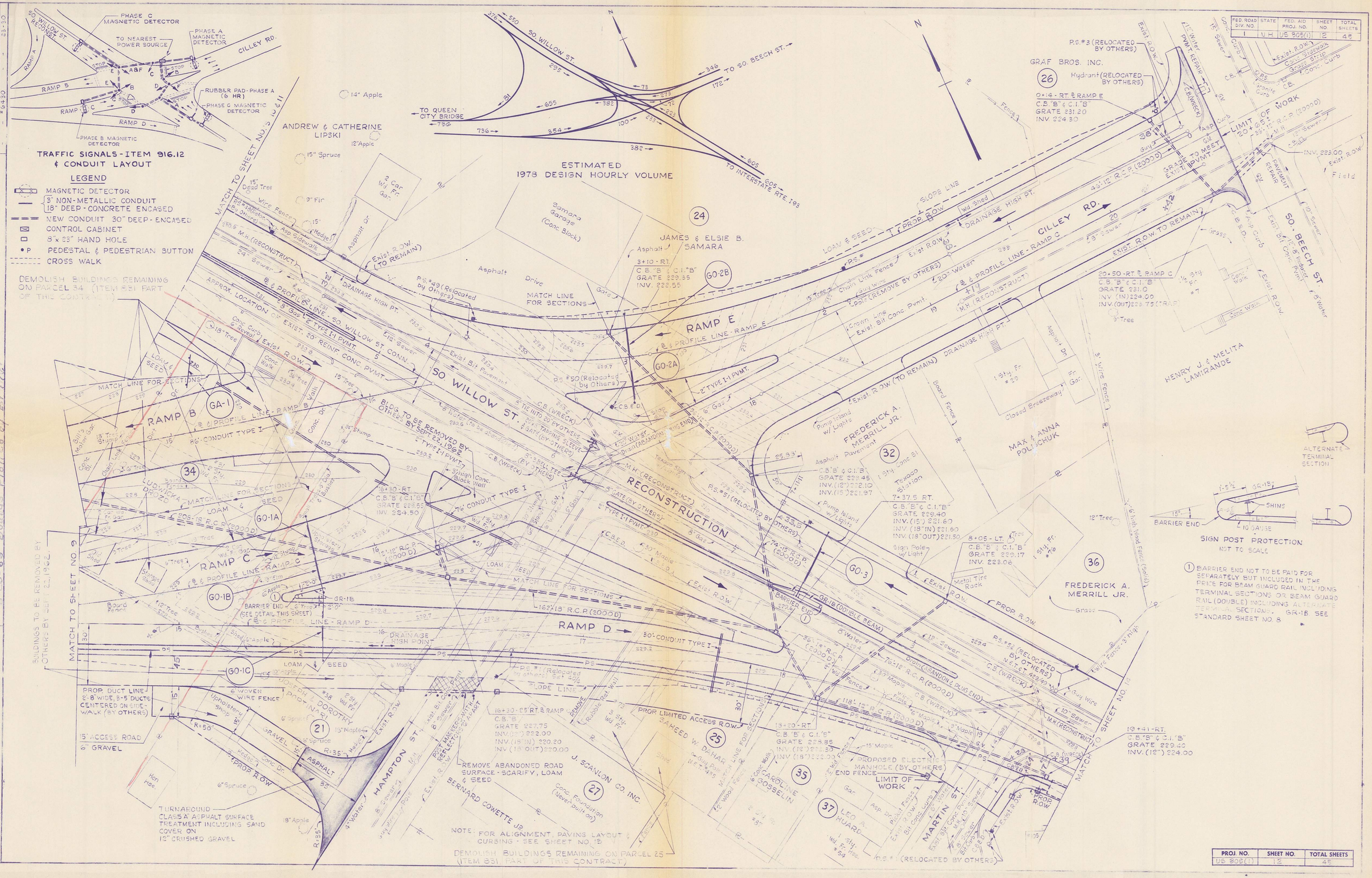
BOOK NO.	PAGE NO.
F.S. & T. #3	99-93, 105-106
F.S. & T. #2	56-61
F.S. & T. #1	105-106
" " " #6434	11
" " " #6431	5-9
" " " #6430	23-30

REVISIONS AFTER PROPOSAL

DATE	STA.	TO STA.
8-28-63	Gonzales Flotte	

FAY, SPOFFORD & THORNDIKE — DATE JUNE 30, 1961

PLAN TRACED BY " CHECKED " PROFILE TRACED BY " CHECKED " INKED BY " CHECKED BY " DESCRIPTION



PROJ. NO.	SHEET NO.	TOTAL SHEETS
US 302(1)	12	45

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 305(1)	14	45

NOTE BOOKS
(USE BOTTOM LINE & FIRST)

BOOK NO.	PAGE NO.	
"	"	"
"	F.S. & T #5	" 42-44
"	#6434	" " 12-14, 19-20
BOOK NO.	#6431	PAGE NO. 5-9

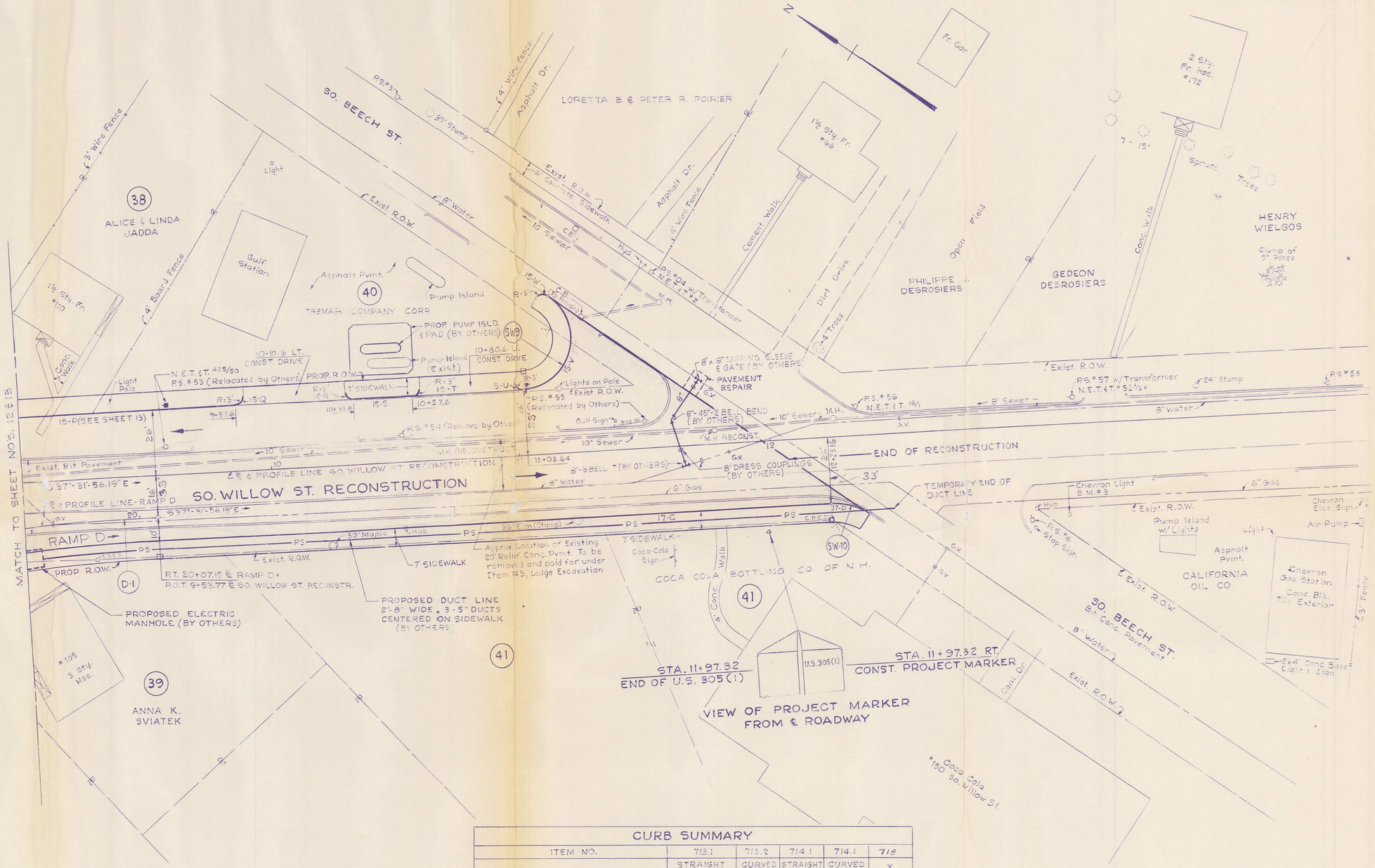
DESCRIPTION

REVISIONS AFTER PROPOSAL

DATE	STA.	TO STA.
3-28-63	Boards Floated by Police	

FAY, SPOFFORD & THORNDIKE, II

PLAN TRACED BY	"	DATE JUNE 30, 1961
" CHECKED "	"	"
PROFILE TRACED BY	"	"
" CHECKED "	"	"
INKED BY	"	"
CHECKED BY	"	"



B.M. #3 CORNER CONC. FOUNDATION FLOOD LIGHT - CHEVRON GAS STATION AT SO. BEECH ST. & SO. WILLOW ST. ELEV. = 230.79

CURB SUMMARY

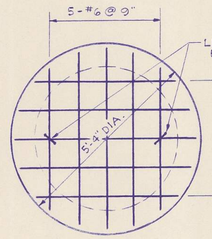
ITEM NO.				713.1		713.2	714.1	714.1	715
ITEM				STRAIGHT GRANITE CURB C		CURVED GRANITE CURB C	STRAIGHT GRANITE CURB D	CURVED GRANITE CURB D	X STONES
AREA	STATION	MARK	RADIUS FT.	SQ. JT. LIN. FT.	RAD. JT. LIN. FT.	LIN. FT.	LIN. FT.	LIN. FT.	EACH
15	9+35 LT. SO. BEECH ST.	15-Q	3					4.7	
		15-R	3					4.7	
		15-S					24.0		
		15-T	3					4.7	
		15-U	3					4.7	
		15-V	20					42.8	
		15-W	3					4.7	
17	10+42.93 RAMP D RT. - SO. BEECH ST.	17-C					333.8		
		17-D	25				16.2		
	SHEET TOTAL						373.0	73.3	

CURVE DATA

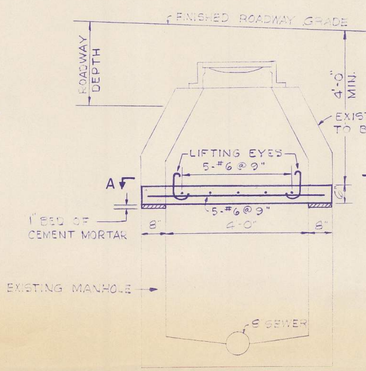
NO.	Δ	D	R	T	L
D-1	27°-02'-54.37"	—	800'	192.42'	377.07'
SW-9	142°-48'-04.16"	—	20'	50.43'	49.85'
SW-10	37°-11'-55.84"	—	25'	8.41'	16.23'

PROJ. NO.	SHEET NO.	TOTAL SHEETS
US 305(1)	14	45

FED. ROAD DIV. NO.	STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
1	N.H.	US 303(1)	16	45



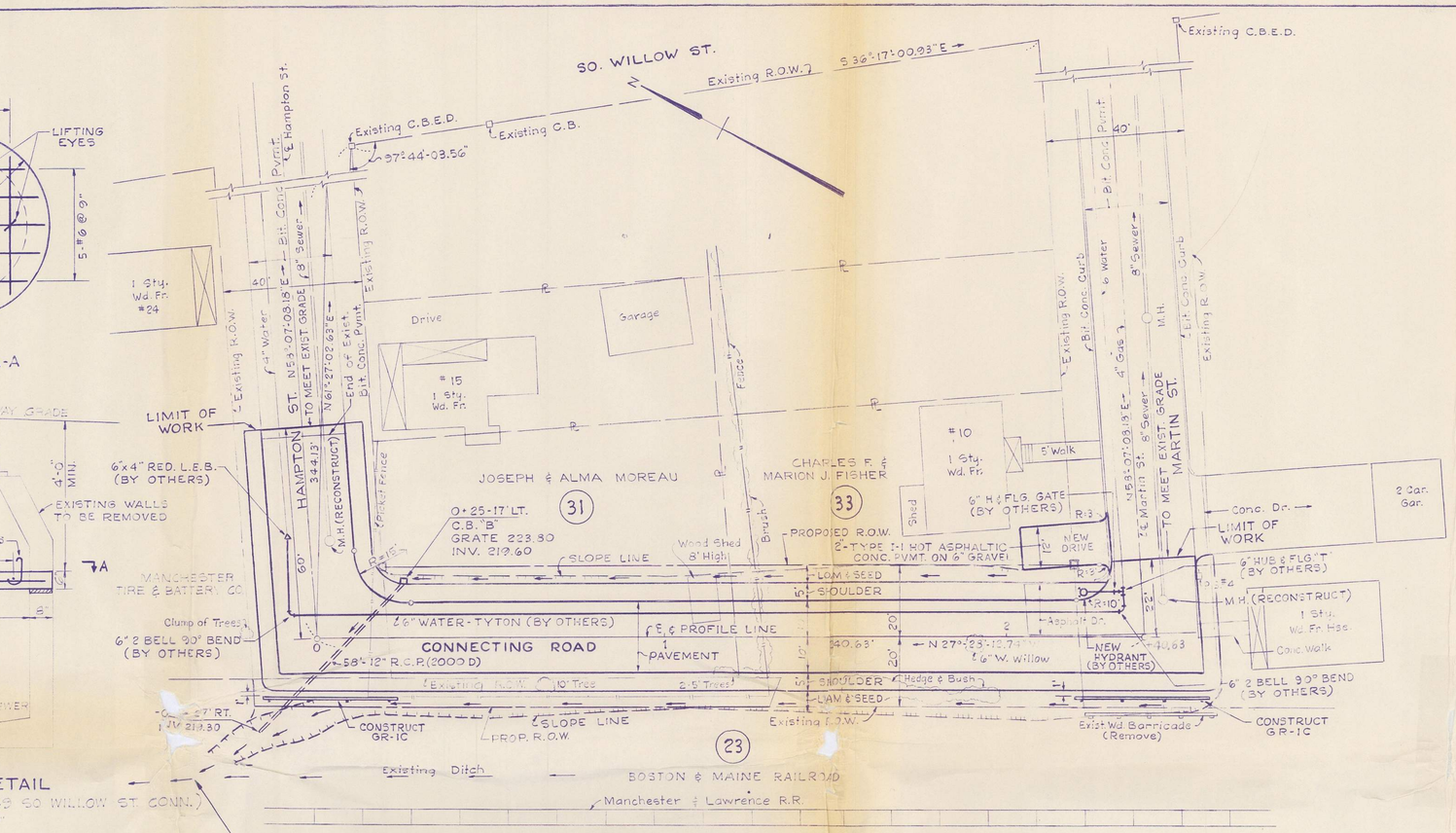
PLAN
SECTION A-A



CAPPING DETAIL
(SECTION TAKEN AT M.H. - STA. 6+69 SO WILLOW ST. CONN.)
SCALE: ½"=1'-0"

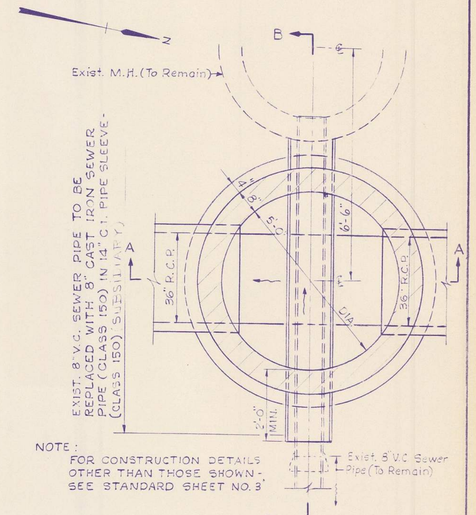
NOTE:
MANHOLE TO BE CAPPED AT STA. 10+70 RT. SO. WILLOW ST. CONNECTION.

MANHOLE CAP TO BE PRECAST AND PROVIDED WITH 2 LIFTING EYES, 1'-0" FROM EDGE OF SLAB. SLAB TO BE SET IN 1" THICK BED OF CEMENT MORTAR.



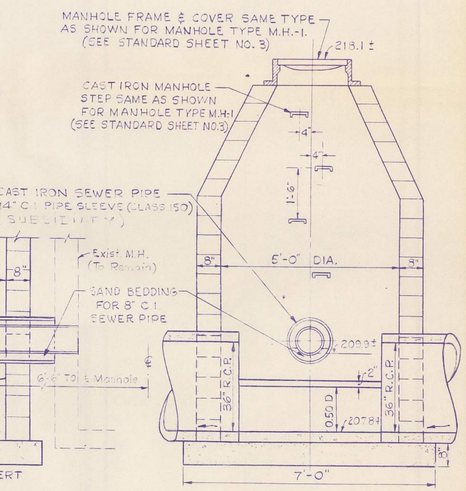
PLAN
SCALE: 1" = 20'

EXISTING DITCH TO BE RECONSTRUCTED TO PROVIDE DRAINAGE FROM OUTLET AT CONNECTING RD. TO C.B. AT BAKER ST. (EXISTING 18" CULVERT UNDER R.R. TO BE CLEANED)



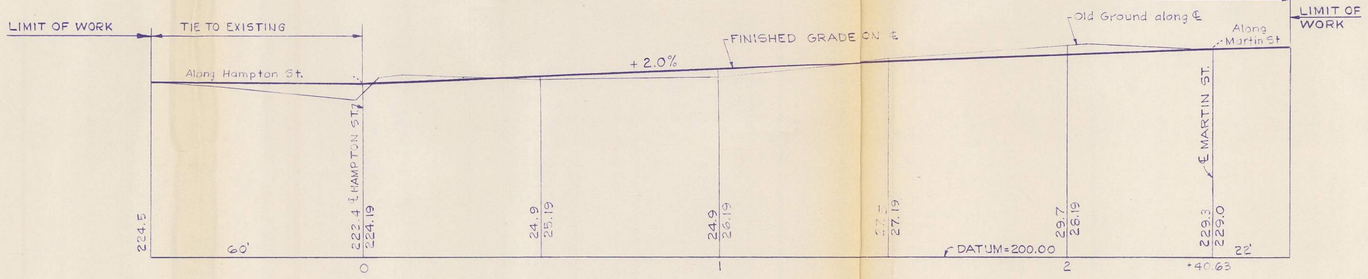
NOTE:
FOR CONSTRUCTION DETAILS OTHER THAN THOSE SHOWN - SEE STANDARD SHEET NO. 3

PLAN



SECTION B-B

SECTION A-A



PROFILE
SCALES: HOR. 1"=20' VERT. 1"=10'

SPECIAL DETAIL
SPECIAL MANHOLE (5' DIA)
(STA. 4+47 WATERMAN ST.)
SCALE: ½"=1'-0"

NOTE:
ALL SPECIAL MANHOLES INCLUDED IN THIS CONTRACT UNDER ITEM 652.9 ARE THE SAME (5' DIA.) AS INDICATED ABOVE.
THE DETAIL ABOVE SHOWS AN EXISTING SEWER PIPE AND PROPOSED IMPROVEMENTS DEALING WITH THIS SEWER PIPE WHICH PERTAIN ONLY TO THE SPECIAL MANHOLE AT STA 4+47 WATERMAN ST.

PROJ. NO.	SHEET NO.	TOTAL SHEETS
US 303(1)	16	45

NOTE BOOKS (USE BOTTOM LINES FIRST)

BOOK NO.	PAGE NO.	
" "	" "	
" "	" "	
" "	" "	
BOOK NO. G4-25	PAGE NO. 23-26	

REVISIONS AFTER PROPOSAL

DATE	STA.	TO STA.	DESCRIPTION

FAY, SPOFFORD & THORNDIKE, INC. DATE JUNE 30, '61

PLAN TRACED BY	"
" CHECKED "	"
PROFILE TRACED BY	"
" CHECKED "	"
INKED BY	"
CHECKED BY	"

Qn-16

Brenda Masewic Adams, CTC
Tax Collector

Argelie Cunan, CDTC
Deputy Tax Collector

CITY OF MANCHESTER
TAX COLLECTOR

August 26, 2026

Board of Mayor and Aldermen
1 City Hall Plaza
Manchester NH 03101

RE: **Municipal Revenue Clerk Compliment Increase and Schedule Update**

Honorable Members of the Board,

On behalf of our team, we are grateful for your recent decision to approve the addition of two (2) Municipal Revenue Clerks to our compliment. This investment provides a significant boost to morale and helps to ensure staffs' continued commitment and dedication to public service.

As of Monday August 24, we have begun onboarding four (4) new hires; two (2) new hires to back-fill vacated positions and the two (2) aforementioned compliment increases. Their training will be approximately six weeks, lasting until mid-October, after which, they will begin assisting the general public.

Once training is complete, our schedule has five clerks to assist the general public at 8am to 5pm, four clerks starting at 8:30am to 5:15pm and one part-time clerk in at 12:30pm to 4:30pm. This part-time clerk helps to adequately provide service during lunch breaks.

The additional staff will drastically reduce customer buildup and wait times throughout the day, thus eliminating the end of day backlog of waiting customers. We will continue to assist customers who arrive within a couple minutes of closing but the number of customers waiting for assistance at closing will be manageable.

Director Martinez of Information Systems and I are reviewing quotes for an appointment system; a $22,000 service investment. If implemented, we will realize further improvements in the service we provide and a reduction in over-crowding during peak times.

Thank you again for your continued support and feedback at our last discussion.

Respectfully,

Brenda Masewic Adams
Tax Collector

1 City Hall Plaza West • Manchester, New Hampshire 03101 • (603) 624-6575 • FAX: (603) 628-6162
E-mail: taxcollector@ManchesterNH.gov • Website: www.manchesternh.gov

To the Board of Mayor and Aldermen of the City of Manchester:

The Committee on Human Resources/Insurance respectfully recommends, after due and careful consideration, that the request from the Tax Collector to adjust the department's office hours to 8:00AM to 4:30PM, Monday through Friday, be approved.

(Note: The Board took a separate vote on August 4, 2026, to approve the request to add two Municipal Revenue Clerk positions.)

Respectfully submitted,

Clerk of Committee

Brenda Masewic Adams, CTC
Tax Collector

Argelie Cunan
Deputy Tax Collector

CITY OF MANCHESTER
TAX COLLECTOR

July 8, 2026

Jaime Corwin
Human Resources Director
1 City Hall Plaza
Manchester NH 03101

RE: **Municipal Revenue Clerk Compliment Increase**

Dear Director Corwin,

I am kindly requesting an increase to our compliment of two (2) Municipal Revenue Clerk positions. The Tax Office has a compliment of seven (7) Municipal Revenue Clerks which is filled by six (6) full time and two (2) part time clerks.

The compliment increase is necessary for the following reasons:

- **Reduce wait times** from an average of 2 hours to 15 -20 minutes;
- **Improve safety**. Customers are currently waiting along the hallway walls, sitting on the hallway floor, blocking doorways, exists and general pathways to other departments;
- **Improve employee working conditions and quality of life**. Due to high customer volume, staff are not able to leave in a timely manner. Most days, staff leave the office between 5:30pm and 6:00pm, thus getting home around 7:00pm;
- We are **struggling to cover staff outages** while maintaining high quality customer service;
- **Improve employee retention and morale**. Staff are experiencing burnout due to high customer volume which has caused two (2) high quality staff members to seek better working conditions;
- **Drastically reduce overtime**

Our Municipal Revenue Clerks are cross-functional. They not only provide in-person service but also processes auto registrations and property tax payments sent in remotely via online and mail, and those dropped off in-person or via our drop box. Apart from these tasks, they also reconcile daily auto registrations revenues for the City and State, reconcile property tax payments, assist with auto registration fleet processing and manage auto registration returned renewal notices.

1 City Hall Plaza West • Manchester, New Hampshire 03101 • (603) 624-6575 • FAX: (603) 628-6162
E-mail: taxcollector@ManchesterNH.gov • Website: www.manchesternh.gov

Auto registration payments submitted online and by mail averages 500 to 600 vehicles. Processing time is upwards of six (6) hours to review each record, print, stamp, staple each decal, envelope the registrations for mailing and manage issues encountered during the registration process. Reconciling daily auto registration revenues for the City and the State, and property taxes take approximately three (3) hours for completion.

The unrelenting efforts by City government and the private sector to negate the housing shortage is coming to fruition as experienced by our office with consistent long lines and a drastic increase in wait time. Last year, our Clerks serviced over 63,000 in-person visits. This equates to almost 8,000 in-person visits per Clerk. This year so far, we have serviced over 32,500 in-person visits. The compliment increase will help alleviate the 2 hours wait time and reduce employee and customer fatigue.

I am also requesting permission to adjust office hours to 8:00am – 4:30pm Monday through Friday. The adjustment will allow staff to manage last minute customers while having the ability to leave in a timely manner, thus improving quality of life. This will greatly aid in work life balance and employee retention due to our high customer volume in a fast pace work environment. The State of NH DMV experiences the highest customer volume and manages it with the hours above. City of Concord, Nashua, Portsmouth and small towns also have manageable hours to aid staff retention. The adjustment above aligns with industry standards. Cities in Mass like Haverhill and Methuen, and Stamford CT also have those hours. Our staff finds fulfillment in the services we provide but 'the candle is being burnt at both ends' making our current path unsustainable.

Funding to fill each compliment is not available in our FY27 budget but would occur through City-wide attrition as determined by the Mayor and Director Wickens through multiple conversations on June 26, followed by email confirmation which is attached herein.

Municipal Revenue Clerks: 2

FY27 Grade & Step	Hourly Rate	Annual
108 (1)	$24.49	$46,629 x 2 = $93,258

Attached is our organizational chart and current compliment.

We truly appreciate your consideration of this request.

Respectfully,

Brenda Masewic Adams
Tax Collector

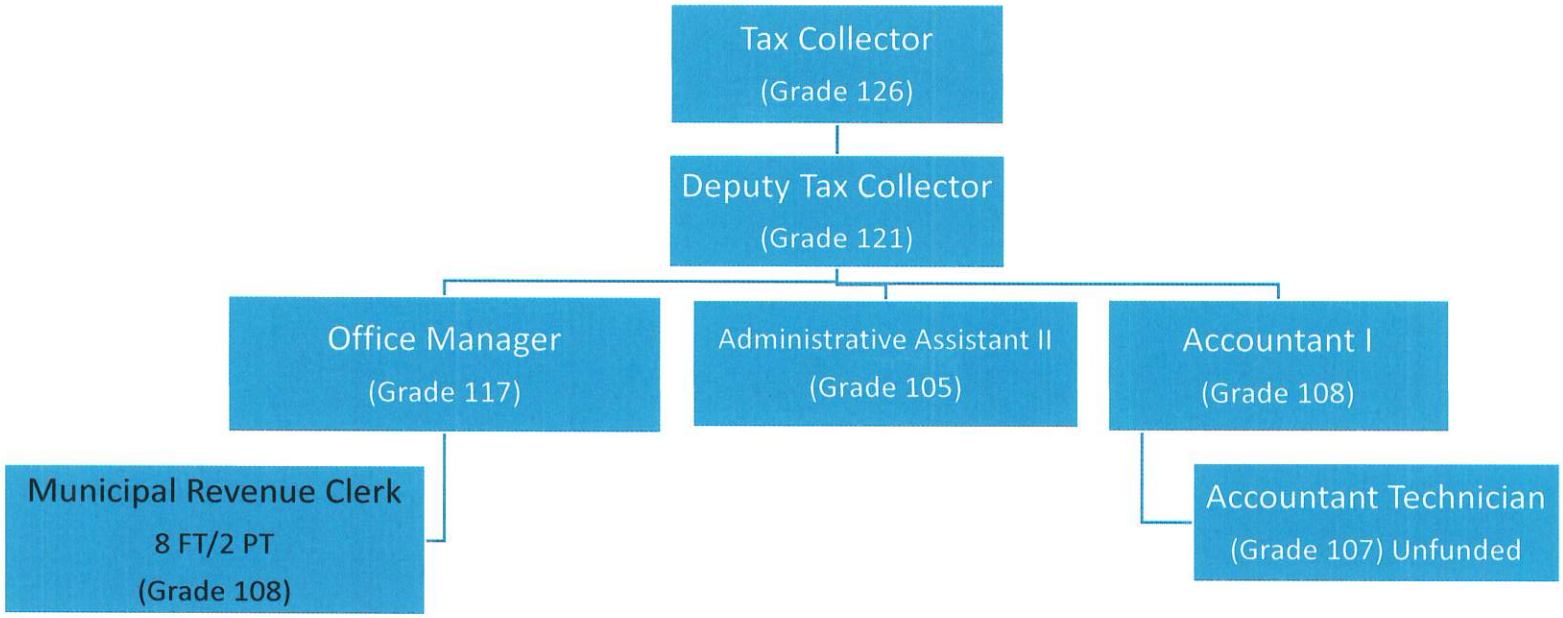
1 City Hall Plaza West • Manchester, New Hampshire 03101 • (603) 624-6575 • FAX: (603) 628-6162
E-mail: taxcollector@ManchesterNH.gov • Website: www.manchesternh.gov

DEPT	CLASSIFICATIONS	GRADE	AUTHORIZED	VACANT	UNFUNDED	COMPLIMENT INCREASE
TAX COLLECTOR						
22	ADMINISTRATIVE ASSISTANT II	105	1	1		
22	ACCOUNTING TECHNICIAN	107	1	1	1	
22	ACCOUNTANT I	108	1	0		
22	**MUNICIPAL REVENUE CLERK* (6 FT & 2 PT)**	**108**	7	0		**2**
22	OFFICE MANAGER	117	1	0		
22	DEPUTY TAX COLLECTOR	121	1	0		
22	TAX COLLECTOR	126	1	0		
	TOTAL		**13**	**2**	**1**	**2**

*Note: Customer Service Rep III positions are filled by a combination of full time and part-time employees.

TAX COLLECTOR'S OFFICE

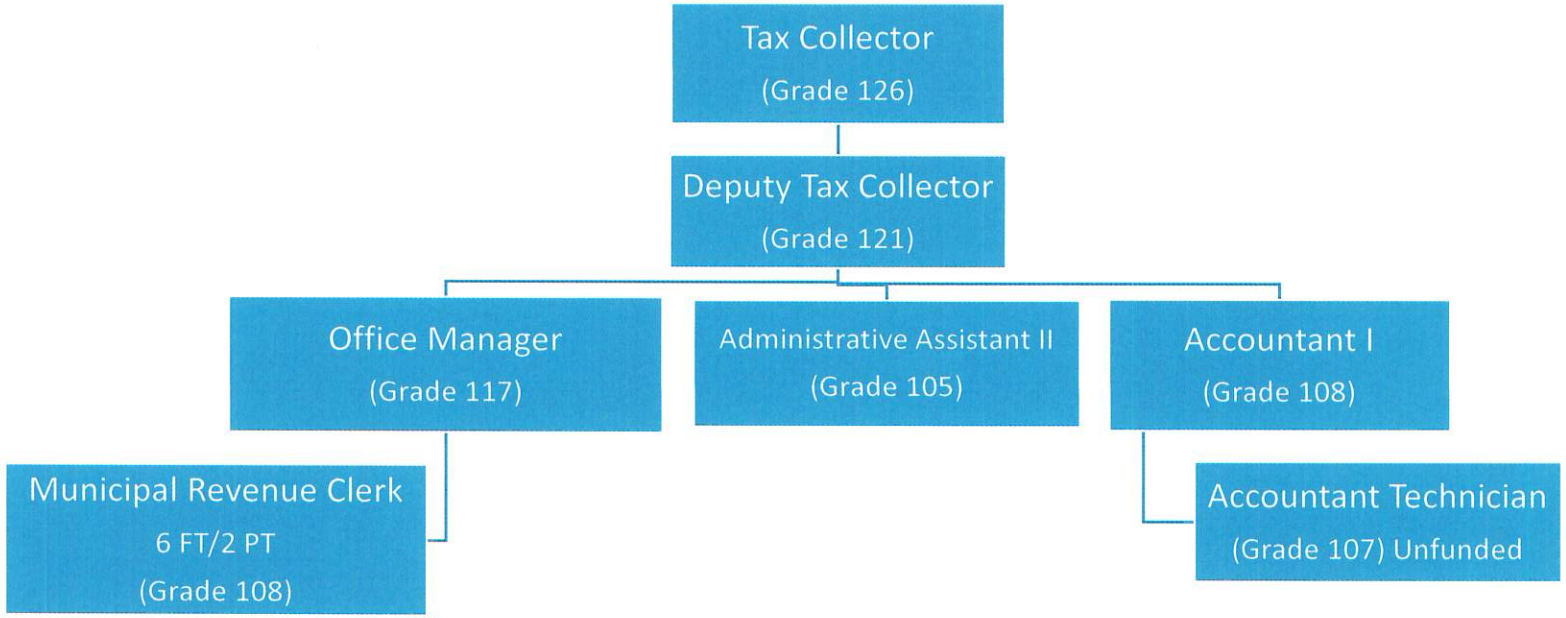
ORGANIZATIONAL CHART (Change)



1 City Hall Plaza West • Manchester, New Hampshire 03101 • (603) 624-6575 • FAX: (603) 628-6162
E-mail: taxcollector@ManchesterNH.gov • Website: www.manchesternh.gov

TAX COLLECTOR'S OFFICE

ORGANIZATIONAL CHART (Current)



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Masewic, Brenda

From: Wickens, Sharon
Sent: Tuesday, June 30, 2026 12:06 PM
To: Masewic, Brenda
Cc: Ruais,Jay; Rice,Emily; Bogardus, Michele; Frenette,Daley
Subject: Staffing - Tax Office

Hi Brenda,

As discussed on Friday, the Mayor has approved moving forward with hiring two temporary municipal clerks to support front-line operations in the tax office. The volume of in-person transactions has increased significantly, resulting in long lines and unacceptable wait times. Although the current salary budget does not fully accommodate additional staff, this adjustment will be managed within the broader budget forecast, similar to other unforeseen operational needs such as winter weather staffing for Public Works.

As of this morning, you mentioned another municipal clerk has submitted their resignation. We understand this may result in additional overtime costs, and you should proceed accordingly. Once the full complement of tax office staff has been hired, we can revisit the possibility of converting the temporary positions to permanent roles.

Sharon Y. Wickens
Finance Officer

MANCHESTER

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ANYTHING BUT RUN OF THE MILL

The Right-To-Know Law (RSA 91-A) provides that most e-mail communications, to or from City employees and City volunteers regarding the business of the City of Manchester, are government records available to the public upon request. Therefore, this email communication may be subject to public disclosure.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Million Eight Hundred Thousand Dollars ($20,800,000) for the 2027 CIP C500070327 Raise - City Funds (DPW-Highway)."

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

SECTION 1. That there be and hereby is authorized under and pursuant to the Municipal Finance Act, and any other enabling authority, the issuance and sale of general obligation serial bonds, notes or lease purchases of the City in the aggregate principal amount of Twenty Million Eight Hundred Thousand Dollars ($20,800,000) as one or more separate bond, note or lease purchase issues for purposes stated in Section 3 of said Act, as more specifically hereinafter indicated. The bonds, notes or lease purchases of each issue shall bear the City Seal, shall be signed by the manual or facsimile signature of the Mayor, countersigned by the manual or facsimile signature of the Finance Officer and shall be payable in such annual installments as shall be determined by the Finance Officer with the approval of the Mayor. Except as otherwise provided by law and this Resolution, discretion to fix the date, maturities, denomination, place of payment, form and other details of each issue of said bonds, notes or lease purchases and of providing for the sale thereof is hereby delegated to the Finance Officer.

SECTION 2. That the proceeds of said bonds, notes or lease purchases be and they are hereby appropriated for the purpose of financing , including for the purposes of applicable United States Treasury regulations the reimbursement of expenditures heretofore or hereafter made therefor, costs of the following public works and improvements of a permanent nature, hereby authorized namely,

Purpose	Amount
2027 –	
C500070327 RAISE - City Funds	$20,800,000

It is hereby declared that the infrastructure improvements to be financed by said bonds, notes or lease purchases have a useful life in excess of 20 years.

SECTION 3. That the Finance Officer, with the approval of the Mayor, is hereby authorized to issue at one time or from time to time notes in anticipation of said bonds, notes or lease purchases and to renew or refund the same under and pursuant to and to the extent authorized by RSA 33:7a.

SECTION 4. That an amount sufficient to pay the principal of and interest on said bonds, notes or lease purchases payable in each year during which they are outstanding be and hereby is appropriated and, to the extent other funds are not available for such purpose, said amount shall be included in the tax levy for each year until the debt represented by said bonds, notes or lease purchases is extinguished.

City of Manchester
New Hampshire

In the year Two Thousand and Twenty Six

A RESOLUTION

"Authorizing Bonds, Notes or Lease Purchases in the amount of Twenty Million Eight Hundred Thousand Dollars ($20,800,000) for the 2027 CIP C500070327 RAISE - City Funds. "

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

SECTION 5. That the bonds, notes or lease purchases herein authorized may be consolidated with any other issue of bonds, notes or lease purchases heretofore or hereafter authorized, provided that the last annual installment of any such consolidated issue shall be payable not later than the date on which the last annual installment of the bonds, notes or lease purchases herein authorized must be payable pursuant to this Resolution.

SECTION 6. This Resolution shall take effect upon its passage.