

AGENDA

COMMITTEE ON ADMINISTRATION/INFORMATION SYSTEMS

September 20, 2016
Aldermen Sapienza, Shea,
Levasseur, Cavanaugh, Pappas

5:30 p.m.
Aldermanic Chambers
City Hall (3rd Floor)

1. Chairman Sapienza calls the meeting to order.
2. The Clerk calls the roll.
3. Banner Applications:
 - Granite United Way for the Elm Street locations from August 25, 2017 through September 8, 2017
 - Manchester Monarchs for the Elm Street location from October 4, 2016 through October 15, 2016

Gentlemen, what is your pleasure?

4. Proposal for a new City of Manchester flag submitted by Alderman Long.
Gentlemen, what is your pleasure?

TABLED ITEMS

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

5. Discussion regarding taxi rates and regulations.
(Note: Tabled 5/17/16; Referred by the BMA 5/03/16.)
6. If there is no further business, a motion is in order to adjourn.



BUSINESS LICENSE APPLICATION

Office of the City Clerk/Business Licensing & Enforcement Division | One City Hall Plaza/Manchester, NH 03101 | (603) 624-6348

Date: 5-11-16 #7079

Instructions

- (1) Please return all pages of this application with all applicable information completed.
- (2) Using the worksheet provided, figure the total business license fee.
- (3) Please make checks payable to the "City of Manchester".
- (4) Checks returned by your financial institution are subject to a \$30.00 penalty.
- (5) The licensing year begins May 1st. Applications received after this time may be subject to a late charge. New licenses will expire on April 30th of the following year, unless the licensed activities are otherwise limited or invalidated by local, state, or federal authority.

SECTION I. IDENTIFICATION

(A) Applicant: Mollie Markins
 Business Name: Granite United Way
 Business Address: 22 Concord Street
 (No PO Box)
 Telephone #: 603 900 2431 Federal Tax ID #: 02-60016033
 Manager's Name(s): _____
 Email Address(es): mollie.markins@graniteuw.org

(B) Property Owner's Name: Ben Gamache
 Property Owner's Address: 48 Brook St Manchester NH
 (No PO Box)
 Property Owner's Phone #: 603 623 4956

(C) As part of the application process, some city departments may need to contact your business to schedule an interview or an inspection. Please identify the person to be contacted and the best time(s) to call.
 Contact Person: Mollie Markins
 Time(s): _____ Email Address: mollie.markins@graniteuw.org

SECTION X. MUNICIPAL BANNER LICENSE APPLICATION

Event: Day of Caring Event Date: 9/16/17

Sponsoring Organization: Granite united way

Contact Person for Event: mollie markins

Contact's Phone #: 603 560-2431 Email: mollie.markins@graniteuw.org

Time Period Requested: 8/29 - 9/18/17

Number of cross-street banners (max of two at any given time): _____

BANNER LOCATION(S) FEES

Elm and Bridge Streets	\$500.00
Elm and Pleasant Streets	\$500.00
Hanover and Chestnut Streets	\$125.00
Kelley and Dubuque Streets	\$125.00

X }
X }

In the area below, illustrate (or attach to this application) exactly how your banner will appear:

Same as last year

Signature of responsible party indicating that you have read the City of Manchester Municipal Banner Policy (available at www.manchesternh.gov/banner):

Signature: Mollie [Signature] Date: 5/11/17

Office Use Only

Date Received: 5-11-16 Committee Review: _____ Committee Action: _____
Insurance Carrier: _____ Fee Submitted: _____



BUSINESS LICENSE APPLICATION

Office of the City Clerk/Business Licensing & Enforcement Division | One City Hall Plaza/Manchester, NH 03101 | (603) 624-6348

Date: 2/19/16

Instructions

- (1) Please return all pages of this application with all applicable information completed.
- (2) Using the worksheet provided, figure the total business license fee.
- (3) Please make checks payable to the "City of Manchester".
- (4) Checks returned by your financial institution are subject to a \$30.00 penalty.
- (5) The licensing year begins May 1st. Applications received after this time may be subject to a late charge. New licenses will expire on April 30th of the following year, unless the licensed activities are otherwise limited or invalidated by local, state, or federal authority.

SECTION I. IDENTIFICATION

- (A) Applicant: Mackenzie Fraser
Business Name: Manchester Monarchs
Business Address: 46 Hanover St. Suite 200
(No PO Box) Manchester, NH 03101
Telephone #: 603-626-7825 Federal Tax ID #: 84-1546915
Manager's Name(s): _____
Email Address(es): mfraser@manchestermonarchs.com
- (B) Property Owner's Name: Verizon Arena - city of Manchester
Property Owner's Address: _____
(No PO Box) _____
Property Owner's Phone #: _____
- (C) As part of the application process, some city departments may need to contact your business to schedule an interview or an inspection. Please identify the person to be contacted and the best time(s) to call.
Contact Person: Mackenzie Fraser
Time(s): anytime Email Address: mfraser@manchester
monarchs.com

SECTION II BUSINESS INFORMATION

(A) Business Activities: Please check all applicable activities and fill out the appropriate noted sections.

<input type="checkbox"/>	AMUSEMENT DEVICE VENDOR-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	AMUSEMENT DEVICE VENDOR (OUT OF TOWN)-Sections I, II(A), II(D), III, IV(C)& V
<input type="checkbox"/>	AMUSEMENT DEVICE-Sections I, II(A), II(C), III, IV(C) & V
<input type="checkbox"/>	ARCADES (6 OR MORE DEVICES)-Sections I, II(A), II(B), II(C), III, IV(A), IV(C), IV(D)& V
<input type="checkbox"/>	BANNERS-Sections I(A), II(A) & X
<input type="checkbox"/>	CHRISTMAS TREES / FUEL WOOD-Sections I, II(A), II(F), III, IV(A) & IV(D)
<input type="checkbox"/>	DANCE/DANCE HALLS/EPOA CLASS I-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D)& V
<input type="checkbox"/>	EMPLOYMENT OFFICES-Sections I, II(A), II(B), III, IV(A), IV(D) & V
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS I-Contact MEDO at (603) 624-6505
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS II-Contact MEDO at (603) 624-6505
<input type="checkbox"/>	ENTERTAINMENT PLACE OF ASSEMBLY CLASS III-Sections I, II(A), II(B), II(E), III, IV(A), IV(B), IV(C), IV(D), & V
<input type="checkbox"/>	JUNK DEALERS AND SCRAP YARDS-Sections I, II(A), II(F), III and IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	KIOSK-Sections I, II(A), II(B), III & IV(B) (food only)
<input type="checkbox"/>	NOISE PERMIT-Sections I, II(A), II(F) & III
<input type="checkbox"/>	PEDDLERS/HAWKERS-Sections I, II(A), II(E), III, IV(A), IV(B), IV(C), IV(D)& VIII
<input type="checkbox"/>	PEDDLERS/HAWKERS (CIVIC CENTER)-Sections I, II(A), II(E), III, IV(A), IV(B), IV(C), IV(D)& VIII
<input type="checkbox"/>	PETTY GROCERS/BUTCHERS-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	RAFFLE/TAG DAY-Sections I(A), II(A) & XI
<input type="checkbox"/>	RESTAURANTS / FOOD SERVICE-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	SECONDHAND DEALERS AND AUCTION HOUSES-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D) & V
<input type="checkbox"/>	SECONDHAND DEALERS AND AUCTION HOUSES (OUT OF TOWN)-Sections I, II(A), II(D), III, & IV(C)
<input type="checkbox"/>	SIDEWALK ENCUMBRANCE-Sections I, II(A), II(F), III, IV(A), IV(C), IV(F) & VI
<input type="checkbox"/>	SIDEWALK SIGNS-Sections I, II(A), II(F), III, IV(A), IV(F) & VII
<input type="checkbox"/>	SUNDAY ACTIVITIES-Sections I, II(A), II(B), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	TAXICAB COMPANY-Sections I, II(A), II(B), II(F), III, IV(A), IV(C), IV(D), V & IX
<input type="checkbox"/>	TAXICAB COMPANY (OUT OF TOWN)-Sections I, II(A), II(D), II(F), III, IV(C), & IX
<input type="checkbox"/>	TOWING-Sections I, II(A), II(B), III, IV(A), IV(C), IV(D)& V
<input type="checkbox"/>	TOWING (OUT OF TOWN)-Sections I, II(A), II(D), III & IV(C)
<input type="checkbox"/>	TRANSFER OF BUSINESS (Name Change)-Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D) & V
<input type="checkbox"/>	TRANSFER OF BUSINESS (Location Change) -Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D)& V
<input type="checkbox"/>	TRANSFERS OF BUSINESS (Ownership Change) -Sections I, II(A), II(G), III, IV(A), IV(B), IV(C), IV(D)& V
<input checked="" type="checkbox"/>	OTHER <u>street Banner</u>

SECTION X. MUNICIPAL BANNER LICENSE APPLICATION

Event: Manchester Monarchs Event Date: October 14th
Opening Weekend
 Sponsoring Organization: _____

Contact Person for Event: Mackenzie Fraser

Contact's Phone #: 603-626-7825 Email: mfraser@manchestermonarchs.com
x6115

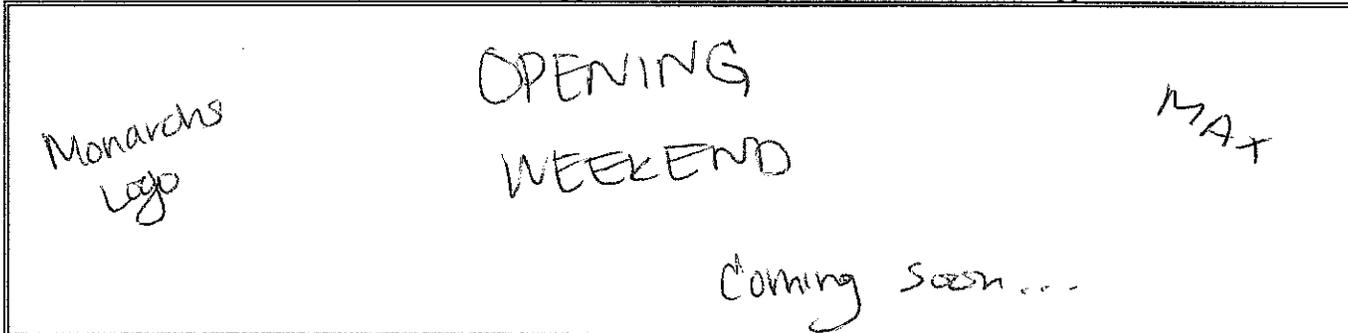
Time Period Requested: Oct 4th → Oct 15th

Number of cross-street banners (max of two at any given time): 1

BANNER LOCATION(S) FEES

Elm and Bridge Streets	\$500.00
Elm and Pleasant Streets	\$500.00
Hanover and Chestnut Streets	\$125.00
Kelley and Dubuque Streets	\$125.00

In the area below, illustrate (or attach to this application) exactly how your banner will appear:



Signature of responsible party indicating that you have read the City of Manchester Municipal Banner Policy (available at www.manchesternh.gov/banner)

Signature: Mackenzie Fraser Date: 8/19/14

Office Use Only

Date Received: _____ Committee Review: _____ Committee Action: _____

Insurance Carrier: _____ Fee Submitted: _____

Proposal for a new City of Manchester Flag



Overview

A coalition of concerned citizens representing Manchester's business, education, arts, and historic preservation communities has come together to propose a open, public process to redesign and select a new flag for the city of Manchester.

The reasons for considering a redesign of our current flag are as follows:

- Recognize the importance of a city's flag in fostering civic pride
- Reimagine a city flag that has virtually no recognition and which ranked 118th out of 150 mid-size cities surveyed nationwide in 2004
- Enhance the city's efforts in marketing the business and economic benefits of locating and expanding in Manchester
- Encourage increased economic activity and tourism through the use of the new design on all promotional materials
- Build upon the example of other cities that have initiated successful flag redesign processes
- Spark creativity and community pride by opening up the redesign process to all
- In the face of so many seemingly insurmountable issues, at least come together around an issue that we can address and feel good about

What makes for a good flag?

- Educate all residents (especially students) about Manchester's history as well as sound design principles.
- It's a new flag, not a ne. city seal! The city's seal will remain unchanged.
- Criteria by which entries will be judged come from the nationally-respected "Five Basic Rules of Flag Design."
- Examples from other cities

Other city flag design contests (before and after):

Portland, ME



Bowling Green, KY



Milwaukee, WI



South Bend, IN



The Process

- Open call for submissions
- Public Education
- Judges select 3 finalists
- Recommendation of 3 finalists to the Board of Mayor and Aldermen
- City of Manchester residents select flag via a non-binding referendum
- Board of Mayor and Aldermen have final approval on any new flag recommended

Submissions

- Announce an Open Call for online Submissions
- The New Hampshire Institute of Art will provide support to help citizens upload submissions
- While the contest is open to all, preference will be given to designs by Manchester residents
- The Greater Manchester Chamber of Commerce will work to secure a media sponsor
- All participants give the city the permission to use any submitted image for PR purposes
- Final adopted design becomes the property of the City of Manchester and the winning artist relinquishes all rights to the City of Manchester.

Public Education

- NHIA will host a nationally renowned speaker (Roman Mars, Ted Kaye, etc.) for a public talk
- Will work with Manchester School District to develop classroom activities
- Manchester Historic Association will present talk(s) on the history of current seal and flag

Judging

- Governmental - Aldermanic representative
- History - Manchester Historic Association designee
- Business - Chamber of Commerce designee
- Design - New Hampshire Institute of Art design faculty designee
- Education - Manchester School District student

Non-binding Citywide Referendum

- Final 3 designs printed on color ballots
- Additional cost to be underwritten through donations secured by the Chamber of Commerce
- Posters showing final 3 designs to be produced by NHIA for display at each polling station

Timeline

- **February 1, 2017** - Call for Submissions
- **April 15, 2017** - Submission Deadline
- **June 1, 2017** - Deadline for judges to make their recommendation to the BMA
- **August 1, 2017**: Deadline for inclusion on November general election ballot
- **November 7, 2017** - Non-binding referendum vote on general election ballot
- **December 2017** - Board of Mayor and Alderman approve final recommended flag
- **January 2, 2018** - Adoption of the new flag along with inauguration of mayor