

BUDGET REVIEW COMMITTEE

AUGUST 22, 2022

7:15 p.m. or immediately following the Special Board of Aldermen public hearing

Aldermanic Chamber

ROLL CALL

PUBLIC COMMENT

COMMUNICATIONS

From: Kim Kleiner, Director of Administrative Services

Re: R-22-053 Transfer from Welfare Department into Community Services Department and Environmental Health

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

R-22-050

Endorsers: Mayor Jim Donchess
Alderman Richard A. Dowd
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Patricia Klee

RELATIVE TO THE TRANSFER OF \$8,400 FROM DEPARTMENT 194 "CONTINGENCY", ACCOUNT 70100 "GENERAL CONTINGENCY" TO DEPARTMENT 144 "EDGEWOOD & SUBURBAN CEMETERIES", ACCOUNTING CLASSIFICATION 51 "SALARIES & WAGES"

R-22-053

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderman-at-Large Gloria Timmons

RELATIVE TO THE TRANSFER OF \$34,927 FROM DEPARTMENT 174 "WELFARE ADMINISTRATION" INTO DEPARTMENT 172 "COMMUNITY HEALTH" AND DEPARTMENT 173 "ENVIRONMENTAL HEALTH"

R-22-055

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Melbourne Moran, Jr.
Alderman Thomas Lopez
Alderman Richard A. Dowd
Alderman June M. Caron

RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF \$300,000 OF FY2022 UNANTICIPATED FOOD SERVICES RELATED REVENUE INTO FUND #2100 "FOOD SERVICES FUND"

R-22-056

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Thomas Lopez
Alderman Patricia Klee
Alderman-at-Large Shoshanna Kelly
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderman-at-Large Lori Wilshire

RELATIVE TO THE TRANSFER OF CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS ESTABLISHED BY THE AMERICAN RESCUE PLAN ACT "ARPA" AND FY2022 SUPPLEMENTAL APPROPRIATIONS IN THE AMOUNT OF \$14,500,000

NEW BUSINESS – ORDINANCES

TABLED IN COMMITTEE

O-22-019

Endorsers: Alderman-at-Large Ben Clemons
Alderman-at-Large Michael B. O'Brien, Sr.
Alderwoman-at-Large Shoshanna Kelly
Alderman Alex Comeau
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderman Thomas Lopez
Alderman Patricia Klee
Alderman-at-Large Lori Wilshire

CHANGING THE DOWNTOWN IMPROVEMENTS FUNDING PLAN

- Tabled at 7/25/22 meeting

GENERAL DISCUSSION

PUBLIC COMMENT

REMARKS BY THE ALDERMEN

ADJOURNMENT



RESOLUTION

**RELATIVE TO THE TRANSFER OF \$8,400 FROM DEPARTMENT 194
"CONTINGENCY", ACCOUNT 70100 "GENERAL CONTINGENCY" TO
DEPARTMENT 144 "EDGEWOOD & SUBURBAN CEMETERIES", ACCOUNTING
CLASSIFICATION 51 "SALARIES & WAGES"**

CITY OF NASHUA

In the Year Two Thousand and Twenty-Two

RESOLVED by the Board of Aldermen of the City of Nashua that \$8,400 be transferred from Department 194 "Contingency", Account 70100 "General Contingency" into Department 144 "Edgewood & Suburban Cemeteries", Accounting Classification 51 "Salaries & Wages", for the purpose of funding FY2022 additional seasonal wages.

LEGISLATIVE YEAR 2022

RESOLUTION: R-22-050

PURPOSE: Relative to the transfer of \$8,400 from Department 194 "Contingency", Account 70100 "General Contingency" to Department 144 "Edgewood & Suburban Cemeteries", Accounting Classification 51 "Salaries & Wages"

SPONSOR(S): Mayor Jim Donchess

COMMITTEE ASSIGNMENT: Budget Review Committee

FISCAL NOTE: Reduces amount available in general contingency by \$8,400 that could be used for escrow or surplus in FY22. The current balance in the general contingency account pending passage of R-22-046 in the amount of \$4,500 is \$125,700.

ANALYSIS

This resolution authorizes the transfer of \$8,400 from General Contingency into Edgewood & Suburban Cemeteries Salaries & Wages for the purpose of funding FY2022 additional seasonal wage expenses. The Cemetery Trustees have reimbursed the City for the additional wages which were deposited to the General Fund as FY2022 revenue.

Charter Sec. 53 permits the Board of Aldermen to transfer any unencumbered appropriation balance or any portion from one department, fund or agency to another. NRO 5-130, H provides that "when proposed legislation to transfer or re-appropriate a particular appropriation or purpose thereof has had its first reading, such funds shall not be expended or transferred while the legislation is pending".

Approved as to account structure, numbers and amount: **Financial Services Division**
By: John L. Griffin

Approved as to form: **Office of Corporation Counsel**
By: Dorothy Clarke
Date: 2 August 2022



RESOLUTION

RELATIVE TO THE TRANSFER OF \$34,927 FROM DEPARTMENT 174 “WELFARE ADMINISTRATION” INTO DEPARTMENT 172 “COMMUNITY HEALTH” AND DEPARTMENT 173 “ENVIRONMENTAL HEALTH”

CITY OF NASHUA

In the Year Two Thousand and Twenty-Two

RESOLVED by the Board of Aldermen of the City of Nashua that \$34,927 be transferred from Department 174 “Welfare Administration”, to Department 172 “Community Health” and Department 173 “Environmental Health” from and into the following accounts for the purpose of funding salary increases and related wage driven fringe benefit costs.

Department	Department Description	Accounting Classification	From Amount	To Amount
174	Welfare Administration	51 “Salaries & Wages”	28,697	
174	Welfare Administration	52 “Fringe Benefits”	6,230	
172	Community Health	51 “Salaries & Wages”		8,458
172	Community Health	52 “Fringe Benefits”		1,836
173	Environmental Health	51 “Salaries & Wages”		20,239
173	Environmental Health	52 “Fringe Benefits”		4,394
		Total:	\$34,927	\$34,927

LEGISLATIVE YEAR 2022

RESOLUTION:

R-22-053

PURPOSE:

**Relative to the transfer of \$34,927 from Department 174
“Welfare Administration” into Department 172 “Community
Health” and Department 173 “Environmental Health”**

SPONSOR(S):

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Budget Review Committee

FISCAL NOTE:

**Eliminates a vacant position in the Welfare Administration
Department to fund salary increases and related wage driven
benefit costs within the Community Services Division.**

ANALYSIS

This resolution authorizes the transfer of \$34,927 from the Welfare Administration Department, to the Community Health and Environmental Health Departments for the purpose of funding salary increases and related wage driven fringe benefit costs.

Charter Sec. 53 permits the Board of Aldermen to transfer any unencumbered appropriation balance or any portion from one department, fund or agency to another. NRO 5-130, H provides that “when proposed legislation to transfer or re-appropriate a particular appropriation or purpose thereof has had its first reading, such funds shall not be expended or transferred while the legislation is pending”.


**Approved as to account
structure, numbers and
amount:**

Financial Services Division

By: /s/John L. Griffin

Approved as to form:

Office of Corporation Counsel

By: 

Date: 3 August 2022



RESOLUTION

RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF \$300,000 OF FY2022 UNANTICIPATED FOOD SERVICES RELATED REVENUE INTO FUND #2100 "FOOD SERVICES FUND"

In the Year Two Thousand and Twenty-Two

RESOLVED by the Board of Aldermen of the City of Nashua to appropriate \$300,000 of FY2022 unanticipated revenue from Account #43295 "Revenue from the Federal Government" into Fund #2100 "Food Services Fund" for the purpose of funding additional expenses in excess of the fiscal year 2022 appropriations.

LEGISLATIVE YEAR 2022

RESOLUTION:

R-22-055

PURPOSE:

Relative to the supplemental appropriation of \$300,000 of FY2022 unanticipated Food Services related revenue into Fund #2100 "Food Services Fund"

SPONSOR(S):

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Budget Review Committee

FISCAL NOTE:

This resolution appropriates an additional \$300,000 to the Food Services Fund.

ANALYSIS

This resolution appropriates \$300,000 of FY2022 unanticipated revenue into the Food Services Special Revenue Fund. The unanticipated revenue received represent reimbursement from the Federal Government for the "Free and Reduced Lunch Program".

Charter Sec. 53 permits specific non-budget, supplementary appropriations. There should be notice and a public hearing. A two-thirds vote is required under Charter Sec. 56-b for an item or amount not in the mayor's budget. A roll call is required under Charter Sec. 49.

**Approved as to account
structure, numbers,
and amount:**

Financial Services Division

By: /s/John L. Griffin

Approved as to form:

Office of Corporation Counsel

By: Douglas Clarke

Date: 3 August 2022



RESOLUTION

RELATIVE TO THE TRANSFER OF CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS ESTABLISHED BY THE AMERICAN RESCUE PLAN ACT “ARPA” AND FY2022 SUPPLEMENTAL APPROPRIATIONS IN THE AMOUNT OF \$14,500,000

In the Year Two Thousand and Twenty-Two

WHEREAS Resolution R-21-167 accepted \$16,138,777 from the Coronavirus State and Local Fiscal Recovery Funds established by the American Rescue Plan Act “ARPA” to fund eligible expenses and/or revenue replacement.

THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Nashua to authorize a transfer of estimated revenues and appropriations from the ARPA Grant Fund into the City FY2022 General Fund as revenue replacement to fund the “provision of government services” allowable expenses. Recognizing that the City of Nashua experienced lost revenue in excess of \$14,500,000 due to the Coronavirus pandemic, \$14,500,000 in salaries and wages paid out of the Nashua Police Department FY2022 operating budget was selected as the costs associated with the provision of government services that will be reported to the U.S. Treasury in compliance with the ARPA rules.

FURTHER RESOLVED by the Board of Aldermen of the City of Nashua to appropriate in FY2022 the sum of \$14,500,000 from the Nashua Police Department into the following funds and accounts.

Fund	Fund Description	Dept #	Dept Description	Account	Purpose/Description	Amount
1000	General Fund	198	Interfund Transfers	89768	Transfer to Housing ETF	\$ 10,000,000
1001	General Fund Capital Improvements	181	Community Development	81100	Library Plaza Park Project	1,500,000
1001	General Fund Capital Improvements	152	Fire	81300	Fire Equipment Alarm System	850,000
1001	General Fund Capital Improvements	150	Police	81100	Records Management & Gate	650,000
1001	General Fund Capital Improvements	152	Fire	81300	Opticom System	600,000
1001	General Fund Capital Improvements	122	Information Technology	81342	Backup Server	500,000
1001	General Fund Capital Improvements	183	Economic Development	81100	Main St. and West Hollis St. Traffic Studies	400,000
					TOTAL:	\$ 14,500,000

LEGISLATIVE YEAR 2022

RESOLUTION: R-22-056

PURPOSE: Relative to the transfer of Coronavirus State and Local Fiscal Recovery Funds established by the American Rescue Plan Act “ARPA” and FY2022 supplemental appropriations in the amount of \$14,500,000

SPONSOR(S): Mayor Jim Donchess

COMMITTEE ASSIGNMENT: Budget Review Committee

FISCAL NOTE: This resolution utilizes the ARPA funds as revenue replacement to fund the “provision of government services” allowable expenses.

ANALYSIS

This resolution authorizes a transfer of estimated revenues and appropriations from the ARPA Grant Fund into the FY2022 City General Fund as revenue replacement to fund the “provision of government services” allowable expenses. Recognizing that the City of Nashua experienced lost revenue in excess of \$14,500,000 due to the Coronavirus pandemic, \$14,500,000 in salaries and wages paid out of the Nashua Police Department FY2022 operating budget was selected as the costs associated with the provision of government services that will be reported to the U.S. Treasury in compliance with the ARPA rules. Then, available FY2022 funds are supplementally appropriated into the accounts/projects shown in the resolution.

Charter Sec. 53 permits specific non-budget, supplementary appropriations. There should be notice and a public hearing. A two-thirds vote is required under Charter Sec. 56-b for an item or amount not in the mayor’s budget. A roll call is required under Charter Sec. 49.

Approved as to account structure, numbers, and amount:

Financial Services Division

By: /s/John L. Griffin

Approved as to form:

Office of Corporation Counsel

By: *Douglas Clarke*

Date: 3 August 2022



ORDINANCE

CHANGING THE DOWNTOWN IMPROVEMENTS FUNDING PLAN

CITY OF NASHUA

In the Year Two Thousand and Twenty-Two

The City of Nashua ordains that Part II “General Legislation”, Chapter 320 “Vehicles and Traffic”, Article XI “Parking Meters”, Section 320-43.1 “Funding for downtown improvements” of the Nashua Revised Ordinances, as amended, be hereby further amended by deleting the struck-through language and adding the new underlined language as follows:

“§ 320-43.1. Funding for downtown improvements.

- A. — Starting with the FY2013 Fiscal Year 2024 budget (June 2023), an amount equivalent to the sum of any parking revenue received over and above \$728,000 of \$100,000 shall be appropriated annually in the budget to be used for the purpose of improving the Downtown - 1 zoning district. Uses of these funds shall include, but not be limited to, improvements to infrastructure, beautification, and marketing and promotion. The time frame for the calculation of the amount shall be January 1 to December 31. Beginning in 2013, if at the end of the year the parking revenue shall fall below \$1,128,000 or exceed \$1,378,000, the Board of Aldermen shall review the amount of \$728,000 above, and adjust that amount as necessary.
- B. — ~~Notwithstanding subsection A above, for the calendar year of 2021, and Fiscal Year Budget 2022, an amount equivalent to the sum of parking revenue of \$100,000 shall be appropriated in the FY2022 budget for the purpose of improving the Downtown 1 zoning district. In calendar year 2022, and Fiscal Budget Year 2023, the funding shall resume as stated in subsection A, above.”~~

LEGISLATIVE YEAR 2022

ORDINANCE: O-22-019

PURPOSE: Changing the downtown improvements funding plan

SPONSOR(S): Alderman-at-Large Ben Clemons
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Shoshanna Kelly
Alderman Alex Comeau
Alderman Richard A. Dowd
Alderman Derek Thibeault
Alderman Thomas Lopez
Alderman Patricia Klee
Alderman-at-Large Lori Wilshire

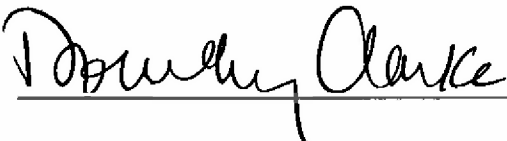
COMMITTEE Budget Review Committee
ASSIGNMENT: Downtown Improvements Advisory Committee

FISCAL NOTE: This legislation recommends, upon the annual approval of the Board of Aldermen as part of the Adopted Budget process, the annual transfer of \$100,000 into the Downtown Improvements Expendable Trust Fund.

ANALYSIS

This legislation changes the proposed annual funding for downtown improvements to \$100,000 annually for the FY2024 budget forward. This funding plan is not binding on any board of aldermen, and is subject to annual budget appropriations.

Approved as to form: Office of Corporation Counsel

By: 

Date: 23 June 2022