

BUDGET REVIEW COMMITTEE

APRIL 27, 2020

A meeting of the Budget Review Committee was held Monday, April 27, 2020, at 7:00 p.m. via teleconference.

Chairman Dowd

As Chairman of the Budget Review Committee, I find that due to the State of Emergency declared by the Governor as a result of the COVID-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

Please note that there is no physical location to observe and listen contemporaneously to this meeting, which was authorized pursuant to the Governor's Emergency Order. However, in accordance with the Emergency Order, I am confirming that we are:

a) Providing public access to the meeting by telephone, with additional access possibilities by video or other electronic means:

We are utilizing WebEx through the City's IT Department for this electronic meeting. All members of the Budget Review Committee have the ability to communicate contemporaneously during this meeting through this platform, and the public has access to contemporaneously listen in to this meeting through dialing the following number 1-978-990-5298 and using the password 273974. The Public may also view this meeting on Comcast Channel 16.

b) Providing public notice of the necessary information for accessing the meeting:

We previously gave notice to the public of the necessary information for accessing the meeting, through public postings. Instructions have also been provided on the City of Nashua's website at www.nashuanh.gov and publicly noticed at City Hall.

c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access:

If anybody has a problem accessing the meeting via phone or Channel 16, please call 603-821-2049 and they will help you connect.

d) Adjourning the meeting if the public is unable to access the meeting:

In the event the public is unable to access the meeting via the methods mentioned above, the meeting will be adjourned and rescheduled. Please note that **all votes** that are taken during this meeting shall be done by **roll call vote**.

Let's start the meeting by taking a roll call attendance. **When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-To-Know Law.**

Alderman O'Brien called the roll and asked them to state the reason he or she could not attend, confirmed that they could hear the proceedings, and stated who was present with him or her.

The roll call was taken with 6 members of the Budget Review Committee present:

Alderman Richard A. Dowd, Chairman
Alderman-at-Large Ben Clemons, Vice Chair
Alderman Jan Schmidt
Alderman Ernest Jette
Alderman-at-Large Lori Wilshire
Alderman-at-Large Michael B. O'Brien, Sr.

Members not in Attendance: Alderwoman-at-Large Shoshanna Kelly

Also in Attendance: Mayor James Donchess
John Griffin, CFO
Cheryl Lindner, Chief of Staff
Justin Kates, Emergency Management Director
Tim Cummings, Economic Development Director
Alderman Patricia Klee
Alderman Skip Cleaver
Alderman Tom Lopez
Alderwoman Elizabeth Lu

Alderman O'Brien

I'll call Alderman-at-Large Shoshanna Kelly? Alderman-at-Large Michael O'Brien is present, I can hear the proceedings and I am alone and I am not present due to the Governor's recommendation of social distancing. Alderman-at-Large Lori Wilshire?

Alderman Wilshire

I am present, I am at home, I can hear you and I am following Governor's orders and there is no one in the room with me.

Alderman O'Brien

Alderman Ernest Jette.

Alderman Jette

I'm here, I am alone, I can hear you and I am following the Governor's Stay-at-Home Order.

Alderman O'Brien

Alderman Jan Schmidt

Alderman Schmidt

I am here, I can hear you, I am the only human in the room and I am following CDC Guidelines.

Alderman O'Brien

Alderman-at-Large Ben Clemons?

Alderman Clemons

Yes, I am here, participating via telephone. I am in the room by myself and I am following the Governor's guidelines.

Alderman O'Brien

And our Chairman, Richard Dowd?

Chairman Dowd

Yes, I can hear you, I am present via electronic means, I am following the Governor's distancing protocols and I am alone.

Alderman O'Brien

Alright, thank you Mr. Chairman. Also in attendance is our Mayor, Jim Donchess; CFO John Griffin; Justin Kates, the Emergency Management Director; Tim Cummings, Economic Development Director; and Cheryl Lindner of the Mayor's Office. Also in attendance, Alderman Klee, Alderman Lu, Alderman Cleaver, Alderman Lopez. Is there anybody that is present now whose name I did not call? Mr. Chairman, Roll Call has been taken with six members of the Budget Review Committee present.

Chairman Dowd

OK, we have a quorum. So we have several communications; I am going to read all the communications and if there is no objection, we will accept the communications and place them on file.

COMMUNICATIONS

From: Justin T. Kates, Director of Emergency Management
Re: Response to Alderman Clemons' budget questions

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Police Chief Michael Carignan
Re: Response to Alderman Clemons' budget questions

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Jennifer McCormack, Library Director
Re: Response to Alderman Clemons' budget questions

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Steve Bolton, Corporation Counsel
Re: Response to Alderman Clemons' budget questions

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Donna Graham, Legislative Affairs Manager
Re: Response to Alderman Clemons' budget questions

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Deb Chisholm, PMP, Community Development Division - Waterways Manager
Re: Response to Budget Questions from Alderman-at-Large Ben Clemons

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Len Fournier, Woodlawn Cemetery Superintendent
Re: Response to Budget Questions from Alderman-at-Large Ben Clemons

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: John Griffin, CFO
Re: Response to Budget Questions from Alderman-at-Large Ben Clemons

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Sarah Marchant, Community Development Director
Re: Response to Budget Questions from Alderman-at-Large Ben Clemons

There being no objection, Chairman Dowd accepted the communication, placed it on file.

From: Jeff Snow, Edgewood Cemetery Superintendent
Re: Response to Budget Questions from Alderman-at-Large Ben Clemons

There being no objection, Chairman Dowd accepted the communication, placed it on file.

There being no objection, Chairman Dowd suspended the rules to allow for a communication received after the agenda was prepared.

From: Alderman Ernest Jette
Re: Master Development Agreement with Lansing Melbourne Group, LLC

There being no objection, Chairman Dowd accepted the communication, placed it on file.

UNFINISHED BUSINESS – None

NEW BUSINESS – RESOLUTIONS - None

NEW BUSINESS – ORDINANCES – None

TABLED IN COMMITTEE

Chairman Dowd

I am going to ask the Mayor, R-20-016, the Fiscal Year 2020 Unlike Escrow for the Community Development; is that something we want to discuss tonight?

Mayor Donchess

No.

Chairman Dowd

We will keep that on the table then unless somebody else wants to. All right.

R-20-016

Endorsers: Mayor Jim Donchess
 Alderwoman Linda Harriott-Gathright
 Alderman Thomas Lopez
 Alderman-at-Large Michael B. O'Brien, Sr.

**AMENDING THE PURPOSE OF A FISCAL YEAR 2020 UNLIKE ESCROW FOR THE
 COMMUNITY DEVELOPMENT DIVISION**

**MOTION BY ALDERMAN O'BRIEN TO TAKE R-20-023 FROM THE TABLE FOR DISCUSSION BY ROLL
 CALL**

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Clemons, Alderman Schmidt, Alderman Jette, Alderman Wilshire
 Alderman O'Brien, Alderman Dowd 6

Nay: 0

R-20-023

Endorser: Mayor Jim Donchess
**RELATIVE TO THE ADOPTION OF THE FISCAL YEAR 2021 PROPOSED BUDGET FOR
 THE CITY OF NASHUA GENERAL, ENTERPRISE, AND SPECIAL REVENUE FUNDS**

- Public hearing scheduled for 5/20/2020 at 7:00 p.m. at NHS-North Auditorium

DEPARTMENTAL REVIEWS OF THE PROPOSED FY21 BUDGET FOR THE CITY OF NASHUA

<u>Dept. #</u>		<u>Appropriations</u>
	<u>Emergency Preparedness</u>	
156	Emergency Management	143
157	Citywide Communications	147
	<u>General Government (continued)</u>	
183	Economic Development	71
158	Parking Enforcement	65
166	Parking Operations	66
131	Hunt Building	64
	<u>Ongoing Projects</u>	
	Performing Arts Center (PAC)	
	Elm Street property re-development	

Chairman Dowd

OK, tonight we are going to be discussing the following groups: Emergency Preparedness and Part of General Government and then we will have a discussion after that about a couple of on-going projects. So the first one is Emergency Management, Department 156, Appropriations are on Page 143. Director Kates?

Justin Kates, Director Emergency Management

Good evening. So before you the Budget is primarily the same as last years with a couple of significant changes. So one of the things that you will find in there is this year we did remove the line for software maintenance. That was formerly the line we used to fund the Code Red Contract at the State. We were able to last year – it was actually around this same time, we were able to establish a partnership with the State of New Hampshire, utilize their Code Red Contract, saving us \$22,000.00 a year. That line has been left unused all year up until about now when we are actually using it now to try and fund overtime for our emergency management coordinator. So we almost got away the whole year, we were going to give it back to you but we unfortunately couldn't do that.

So what we have done for this Budget Cycle, because that's no longer a concern of ours here in the City, we are looking to turn the Emergency Management Coordinator position into a salaried position, versus an hourly position. So we have taken that funding and re-allocated it towards payroll. There are some other minor changes to the Budget around Emergency Preparedness Travel, just based on expenses over Fiscal Year 2020, to be more accurate related to the types of expenses we have in each of those line items.

Beyond that though it is pretty similar to the way it has been allocated in previous years. I would be happy to answer any questions or concerns.

Chairman Dowd

So on Emergency Management, 156 – any questions for Justin?

Alderman Jette

I have a question. So my question is obviously we are spending I think I saw a report of this morning's Director's Meeting, if I remember correctly, it was like over \$300,000.00 on new supplies and equipment because of the COVID-19 Crisis. Is that money coming out of your budget and how are we accounting for that.

Justin Kates, Director Emergency Management

So it is sort of a long story but I think it is important to kind of give a little bit of a background as to where a lot of the funding for the current operations are coming from but also as we progress into the next, probably 12 months, where we will be using funding to restock and re-allocate our emergency preparedness efforts. Currently, you've probably been seeing some of the estimates on what our current expenses related to the incident are. That has been primarily been coming out of the Loss Prevention Accounts which the Board of Aldermen has refilled a couple of times now to enable us to leverage that for personal protective equipment, cleaning supplies, some of the equipment for the alternate care site. That money is primarily coming from re-allocated funding from other Departments that has been able to be shifted over to that line. The hope would be that the majority of that would be reimbursed up to, in some cases 100% depending on the funding line, but in most cases 75% which is the FEMA Reimbursement Rate for the Federal Share. But we are not going to see that in this Fiscal Year unfortunately, even though they are doing some new techniques to expedite the reimbursement based on certain timelines. So as an example in years past, whenever we've had a disaster declaration, we typically don't see that money until all the way at the end of the reimbursement. So this one, they are actually looking at breaking it up into chunks. So there might be 2 months' worth of reimbursement, you'd get a check for it. The next two months reimbursement you'd get the check for it. So that is what they are currently proposing and we will see how that all ends up working. But still, I don't expect it to come before the end of the Fiscal year.

As we move forward, there are additional grant funding opportunities that we are continuing to see that will likely help us to replenish stockpiles and probably even build capacity much beyond where we currently stand, which is where we probably needed to be in the first place. So there's funding from CDC and US Health &

Human Services. So that all primarily will be used to refund and re-stockpile a lot of the personal protective equipment and health related supplies that we typically had for this type of an incident. There has already been one discussion on a grant. I think it is in the \$120,000.00 range to assist in some of the initial efforts. But they are talking about providing even more funding after that just for Public Health Related Supplies & Equipment and that kind of stuff.

There's also going to be some funding that will be coming from the Federal Emergency Management Agency, called the Emergency Management Performance Grant. This is a grant that is a 50/50 cost share but is typically used for preparedness efforts. So if we decided there was some sort of a need after this incident to procure a trailer with specific supplies in it that would likely be something that we would go to that grant for, the city would have a 50% share and we would purchase that. The budget line items that you see here tonight, there will be some items that will likely be procured out of this budget for that replenishment, but very minor, mostly related to our efforts for the Emergency Operations Center. But as you probably have heard a number of times, our Emergency Operations Center has been virtual since the beginning of this whole thing so we really haven't had a need to expend money for office supplies and things like that at that facility. It mostly technology related expenses which up to this point have come out of the Loss Prevention Line as part of the FEMA Reimbursement.

So I would say in the most parts, most of the funding that you see here as part of my budget won't actually be needed to replenish supplies or purchase anything related to this incident in the coming months or year, mainly because of the Federal Funding and resources that are going to come to the table that we are going to be able to use instead.

Chairman Dowd

All set Alderman Jette?

Alderman Jette

Yes, thank you.

Chairman Dowd

Yeah, I see you Alderman Lopez. I'll get to you in a minute. OK also, Justin since you said that's coming in next year, we've talked about this before but we will have to accept that as the Board of Aldermen under Unanticipated Revenues because we will be in a different Fiscal Year. The other thing we talked about before is we ought to look into establishing an area where we store all of this gear in anticipation of an emergency and fund it out to people and always be replenishing it because I understand a lot of places had gear that was like 10 years old. So anyway we can talk more about that later. Alderman Lopez?

Alderman Lopez

So a question for Director Kates is - I guess it is two parts. First, is the disaster that we are experiencing right now make us more vulnerable to other types of disasters later because (inaudible) or maybe misalignment of services to combat this that may not be configured for other things? And then if so, are there additional expenses or resources we should be aware of? I guess a good example would be if we have a heat wave and everybody is stuck indoors is that likely to knock out power in different parts of the City? That kind of stuff.

Justin Kates, Director Emergency Management

Yeah so, the first question, the answer to that is "yes" we are at this time right now more vulnerable to other disasters because of our current status. And there are a couple of reasons for that. The first is if we needed to open up any sort of surge medical capacity or if we had to open up a shelter as an example, or emergency shelter, most of the supplies that we have typically used for that in the past are actually being used for the

alternate care site right now. So I think a good example of this is we've looked at what would be necessary if we did have to open up some surge capacity for a homeless shelter here within the City. We would want to use our shelter supplies in order to set that up in a, you know, in school gymnasium or something like that. The problem is those supplies are being use right now at the Alternate Care Site. So we don't have that stuff.

There are some resources that the Red Cross has, but one of the challenges we have realized during this incident, is because of the scope and magnitude of it, all the approvals to use Red Cross supplies are actually coming out of DC right now. So it really presents a big challenge of the City to be able to take quick action to deploy resources and supplies. Not to say that we couldn't get them, but it isn't really easy and it is creating some more challenges. But those are discussions that we have already been having in preparation for any other issues that could come up.

One of the things that we are proposing, using a lot of the Federal Funding that is going to be coming in from this is to acquire some additional shelter supplies so that we might be able to activate a facility like that while we are in the midst of another situation where we are using those supplies for an alternate care site or pandemic response or something like that. Our Public Health Division is currently doing some research on the cost of medical grade cots, shelter supplies, things like that that we could put into a trailer and easily utilize for that type of an event.

I would say that the other big challenge that we have right now during the current pandemic if we were to look at another disaster occurring, we typically when we are operating in an emergency environment, we physically activate our Emergency Operations Center. That Emergency Operations Center is typically set up over at the Police Department and it is pretty challenging over there to enable physical distancing like we would really like to try to promote during this incident. So we have pretty successfully been able to operate virtually for the entire incident. But there are challenges with working virtually; it is better to have all those decision makers in the room. It is better to have all the phone systems, the IT systems in place which really we haven't really had to the extent that we needed to. So one of the things we hope to do after this event is to look to see how that site might be reconfigured to enable social distancing if we had to operate in that environment in the future. But certainly if there was a major storm or a major incident while we are here engaging in this pandemic, it may create some challenges operating as a unified city.

I am hoping all the efforts over the past month and a half, two months now, where everybody has been working virtually, they'd be able to step into their roles to respond to a secondary incident pretty quickly, all on-line without us having to come into contact with each other and put each other at risk. So those are two examples of areas where I think we are vulnerable to a second disaster.

I think the second question was around potential funding for those secondary disasters, is that correct?

Chairman Dowd

Alderman Lopez?

Alderman Lopez

Yeah, well I wanted to make sure that you had the resources allocated to your office to be able to hunt those down. If we are not able to quickly secure supplies that are being used, have we identified some piles of maybe privately owned things that we could reach out for if we needed to, you know, Daniel Webster College, for example, turned out to have more there than we thought. And then there's other residential programs in Nashua that might be able to be a resource. But all of that takes time and the number one request people generally have is, "are you going to have people do it for you".

Alderman Lopez

So do you have that?

Justin Kates, Director Emergency Management

So our biggest concerns right now are really around supplies. We are really struggling with personal protective equipment. If we had some sort of secondary incident, I mean honestly it really doesn't have anything to do with the secondary incident. Right now we are just having challenges with supplies. It is something that is highly concerning especially as there are talks about reopening, because we really don't, as a country right now, have the easy access to the necessary personal protective equipment for not just our responders, but also for other critical front line personnel, both within the City and outside of the City. Even as we talk about reopening other services like restaurants and retail, those all, in some cases are going to require levels of personal protective equipment. It might not be highest level of N95 masks, but they are going to require supplies and it is going to put additional burdens and stress on the supply chain.

We have gotten around some of that right now through Kim Kleiner, set up the supply unit. We have been doing pretty large bulk orders for some supplies to ensure that our responders and other front-line personnel have the equipment necessary to respond to this specific incident. The challenge thought that I'd be concerned about in a second incident, even if we had the funding or resources to procure it, is just the ability for the supply chain to quickly get those items to us. Some of the things that have been discussed is possible concerns are around medical supplies if we had a natural disaster as an example. There might be challenges with getting medical supplies if needed. There are definitely things that the supply chain is really struggling to procure for our jurisdictions across the country right now. We have been looking to try and find alternative methods or ask for emergency use authorizations for things that might not provide as perfect of protection as we are hoping for but can at least keep someone safe as much as we can.

Chairman Dowd

Are you all set Alderman Lopez?

Alderman Lopez

Just a comment I guess for Director Kates, have you been working with MakeIT Labs?

Justin Kates, Director Emergency Management

We have, we actually talked with them early on in this incident about helping with some of the logistics behind their, at the time it was the mass building project that they were working on. But they had some pretty good support from the community. They were able to help with some of the movement of the plastic that they were using for that. But we did talk with them about having public works help with some of the movement of some of the supplies and things like that, because it was really an all hands-on deck kind of mission. So yes, we have been working with them.

Alderman Lopez

Because if there is a local emergency, we have resources in the City that are not only helping locally but distributing for farther areas, MakeIT Labs are making thousands of face shields, they have deals with Coca Cola to get plastic donates, which they are cutting into the plastic part and then they are printing the band that goes on the top. Then there's also places like Alene Candles which is reconfigured to provide different supplies. I know Djinn Spirits is mixing hand sanitizer, so just thinking like making sure that your office has the manpower to coordinate with places that can be flexible like that may be an opportunity for us to provide locally developed resources in case of an emergency. I can't imagine you are not going flat out for this whole thing.

Justin Kates, Director Emergency Management

This light here is one of those Wifi lights and for some reason I can't get the dimmer on it high enough so I'm

sorry for the darkness here.

Alderman Lopez

That's OK you look mysterious.

Justin Kates, Director Emergency Management

So you are absolutely right. I mean really when we are talking about those partnerships with the Community, that's the resources that are required to do that is time. So the Emergency Management Coordinator we have does help with a lot of that, in building those relationships in advance of an emergency. I think that's been one of our strongest pieces of our efforts for this incident has been all the planning that has been over the last 9 years here within the City has all come together for this incident. Because we are not looking at it from a Government led response, we are looking at it as a whole of community response. You know, the efforts that the non-profits have done to assist with everything from the creation of the masks over at MakeIT Labs, but then we certainly know the efforts that were done during the feeding efforts for Granite United Way. All the other non-profits in the community, Nashua Soup Kitchen and Shelter, that are responding in the middle of this incident. The only way that we've been connected with them and clued in with what they are doing and have been able to provide assistance where possible has been because of those preparedness efforts, building relationships with them in advance.

A lot of the technical assistance visits that we've done over the years to a lot of these non-profit organizations, as well as businesses, to help them with their emergency plans, with their continuity plans – that's all paying off now because people are aware of their limitations as a business or as a non-profit. You know they don't have the resources to outfit themselves so they can handle every type of disaster, particularly one of this magnitude, but at least they knew their weaknesses and had a good communications plan and a good idea of what their next steps were.

So one of the things that you probably heard about that the Mayor has mentioned a couple of times is that the CDC Foundation that is going to be providing some surge support for both public health as well as emergency management. From my understanding that is going to be a year position, so we will have that position for 12 months and my goal is, there's a couple of key topics that that person is really going to be focused on because it has to be very much aligned with the COVID-19 response. So one is really helping us to develop the after action report and improvement process for this event so that 12 months will be a good opportunity for us to do personal interviews with all that have been effected and impacted by this event so we can improve on our response. The second one is really the outreach that we've done over the last 9 years, really go back to most of those non-profits and businesses within the community to better understand their recovery process and assist them in planning for the next hazard. Whether is a pandemic or it's a routine storm that we experience here within the community.

And then the last piece that I expect that that position is going to be heavily involved in is tying those disaster - related expenses to the correct funding programs that are a cost unit, led under John Griffin, will work towards to get reimbursement back to the City, which historically has been one of the biggest time burdens for our office after a disaster is really the accounting and paperwork through FEMA to get that reimbursed. But everybody has really been stepping up from Financial Services. I think our CDC Foundation Emergency Management person will be able to help with some of that coordination.

Chairman Dowd

Are you all set Alderman Lopez?

Alderman Lopez

Yeah thank you for the response and thanks for organizing all of this. I mean we really have been lucky that

we've been doing so well here in Nashua, I am just more concerned about the people around us that are not.

Chairman Dowd

Anyone else that has questions for Director Kates? Not seeing anyone. Just one, the Special Events Line that you have that was added this year. I assume that's for something like the Stroll or ...

Justin Kates, Director Emergency Management

Yeah Stroll or 4th of July, so one of the things that we've done is we've taken a much larger role in Special Event Emergency Planning over the past few years; you've seen a larger Command Post set up, that inflatable tent over at the large 4th of July event as well as the Holiday Stroll. We wanted to put some funding aside for that with the focus around any food that might be necessary, supplies that might be necessary just for those specific event operations. It might also be for smaller events as well, I mean we have been engaged on a planning level for things like the Gate City Marathon and some of the other smaller events. But for the most part our largest operations are the Holiday Stroll and 4th of July. You know, depending on what ends up happening with this, most of those events, we are hoping that they will go on but we will see what ends up happening.

Chairman Dowd

Ok any other questions for Mr. Kates? Seeing none, thank you very much for all you are doing for the City and I know the long hours you are putting in to help keep us all safe. Thank you.

Justin Kates, Director Emergency Management

Thank you.

Chairman Dowd

OK the next is Department #157, Citywide Communications; appropriations are on Page 147. I know there was a lot of confusion relative to that. Mr. Mansfield, are you on the line?

Bill Mansfield, Citywide Communications

Yes.

Chairman Dowd

Ok I think there were some questions that were sent to you on your budget. Do you just want to give an overview first, especially defining how you are set up? I did send it out to all the Budget Committee Members, I don't think the other Board Members heard that you are in kind of a unique position and you are also trying to add some strength to your departments. So do you want to give an overview?

Bill Mansfield, Radio Systems Manager

Sure the Communications Division consists of two personnel, one is myself, I am a part-time employee, I am the .80 in the part-time line. There's also a full-time employee who does all the – basically the technical stuff on the street. When this came about approximately 20 years ago where we built the first radio communications system, the Board of Aldermen at that point in time, wanted to have this particular division as a neutral division because we would be servicing everybody in the City. So right now we have radios at the Police Department, Fire Department, Public Works Department, the Schools, and Transit. So pretty much anybody who has a City Radio, it belongs under our particular department.

We replace all the broken items, we do all the installs, we have equipment installs on all the different vehicles that are out there whenever they are swapped out. We trouble shoot all of the radio equipment, we try to repair it before it gets sent out or it may have to be sent out for repairs. And that's pretty much where the budget comes in where you see it today. Right now, the Communications Division was moved over the past couple of years from under, I believe it was under Public Safety to under the heading of Emergency Management and that's where our Division is today.

The Budget that you have before you right now basically consist of two personnel, one full time and like I said earlier one part time. We were looking at adding in an additional part-time person at .20 to assist us with all of our servers, routers, switches, fiber, pretty much everything that we have within our system. This employee is employed by the Police Department that is where my office is. My partner's office is down at the Fire Department at 38 Lake Street in the basement there. All of the main infrastructure of the radio system is here at the Police Department and then we have 3 sites throughout the City where there are antennas and microwaves that all tie back here to the Police Department. When I mention that .20 FTE for the person coming in, we have an IT Manager here at the Police Department who is willing to work with us and assist us with the virtual servers that we have like I said, routers and things like that. The Police Department, I approached the Chief regarding this, the Chief thought it was a great idea, especially as providing a back up to myself. The reason for having a back up for myself is you know, pretty much as the Chief would put it, just in case you get run over by a bus tomorrow he wants someone else to be around to pick up the pieces and make sure that the radio system is operating properly.

Chairman Dowd

Mr. Mansfield, to scope things out, can you give us an idea of how many radios were are talking about and the fact that you just upgraded the radios to a more sophisticated version, there's a lot of IT programming into those radios, just so we can get a better scope of what you are dealing with, with 1 ½ people.

Bill Mansfield, Radio Systems Manager

So there are approximately 1,500 radios on the radio system here within the City. Those radios consist of both portable and mobile radios. So each of those radios has to be programmed and reprogrammed depending on what the different departments want. We have to go out and change those, not quite as frequently as the other radios that we have. We are also responsible for the VHF radios that are in each of the public safety vehicles as well as there are quite a few VHF radios that are assigned to certain personnel, in mainly the Police and Fire. These particular templates change literally on a monthly basis and we have to go out and reprogram those particular pieces of equipment. That's the whole portable side of things.

But as far as the servers and things like that, there are 5 sites in the City, you have a site at the Police Department, you have a site at the Fire Department, The Police Department and Fire Department each has 3 dispatch consoles at each location. We are responsible for those. We are responsible for the antenna sites down the south end at the landfill and there's one at the north end. Each of these has buildings and HVAC equipment inside of them as well as additional computers, servers and radio transmitters at each of those sites along with microwave and fiber. That's how everything is connected together. And if at any point in time anybody wants to come for a tour we are happy to show you around and show you where everything is and try to give you a better understanding of what the communication system is.

Chairman Dowd

And you are in the process of replacing the system up at Kessler Farm because Pennichuck is taking the tank down. Your antenna is on top of it right now and you are going to have to put up a new tower and do all of that connection while the construction is going on so that's an additional work effort.

Bill Mansfield, Radio Systems Manager

Correct, so we have been working on this particular project for – it's about a year now. The biggest hold up that we have had is with the FAA because we are in so close proximity to the airport. We are having an issue trying to get the proper height of a tower at that location. There is a water tank at the site right now as Alderman Dowd stated. There are antennas on top of that water tank. We cannot operate the radio system without those antennas up and running. So pretty much we would be holding Pennichuck up at this point because the FAA has not given us the approval that we need for the tower. One positive thing out of this situation has been that the delays have made Pennichuck move their date for reconstruction of that tower to the beginning of next year. So it has given us a little more leeway to be able to build a tower up at the Kessler Farm site. There already has been prep work done up there, we've already moved the propane tank up there. We've had a lot of excavation work done in anticipation of a tower being put up there. Like I said, it is just a matter of time waiting for the FAA to give us approval for that site.

Chairman Dowd

OK questions for Mr. Mansfield. Any questions? Alderman Lu?

Alderwoman Lu

Yes thank you Chairman, Mr. Chairman. Do you have a facility that you are at? I notice electricity and HVAC costs and heating.

Bill Mansfield, Radio Systems Manager

So we have three facilities, one at each of the tower sites. So the radio equipment is inside a building that has a generator attached to it and inside there, there is basically heat and air conditioning to make sure that the equipment does not freeze or get too cold, depending on the time of year.

Alderwoman Lu

Thank you.

Chairman Dowd

Again I am sure Mr. Mansfield, anybody who wants to take a tour of the facility, he'd be more than happy to take you around. Alderman O'Brien?

Alderman O'Brien

Thank you, Mr. Chairman. Mr. Mansfield on your Budget here, how set, I am wondering how it interlocks with that project, the joint project between Manchester and Nashua for the additional communication system.

Bill Mansfield, Radio Systems Manager

So we've been working, that's another project that's on hold at the moment but we are very close to wrapping the project up at the Manchester Airport in conjunction with the City of Manchester and the City of Nashua. We already have, we have a dispatch center set up at the Manchester Airport which could allow us if an emergency happened down here at either Police or Fire, our Personnel could go up there to the airport and communication back here with the City. Right before this COVID-19 incident happened, the only thing we had left to do up there is put the phone service in and get the internet in there. And right now everything is on hold but that project is very close to being completed and hopefully will be done once this whole COVID-19 is over with.

Alderman O'Brien

Very good, thank you Mr. Chairman.

Chairman Dowd

Any other questions for Mr. Mansfield.

Bill Mansfield, Radio Systems Manager

Bill Mansfield, if I could reiterate on the Manchester Airport, there is no funding from this particular budget to fund that project. Everything was paid for through a grant.

Chairman Dowd

OK and I think I pointed out to most of the Budget Committee, but the Budget Book is wrong on the full-time line they've got 1.8 and .8 in part time, it should be 1.2 and then .8 part-time because Mr. Mansfield is a retired Police Officer and reports to the Chief of Police as far as his evaluations and everything. And the other thing is that .2 the 20% that was added into his Department was taken from the Police Department. The person was a full-time employee of the Police Department and now the Police Department, their Budget has 80% of that employee and 20% of it is in Mr. Mansfield's Budget. But then that 20% was cut, so either that needs to go back into Mr. Mansfield's budget or it needs to go back into the Police Department Budget or we are actually cutting a very important person in the Communications Area of the City. So just going forward. Any other questions? None? Alright, thank you Mr. Mansfield.

Bill Mansfield, Radio Systems Manager

Thank you very much for your time.

Chairman Dowd

Next is Continuation of General Government – Economic Development. Mr. Cummings?

Tim Cummings, Director of Economic Development

Thank you, Mr. Chairman,

Chairman Dowd

Do you want to give an overview?

Tim Cummings, Economic Development Director

Yes thank you. So my overview is going to be relatively brief this evening. I will, if it is the pleasure of the Chair, I can do all three budgets, I can do all of them now or I can do them individually. Essentially there's been no real major changes or budget drivers of note except for when it comes to parking. So in Economic Development specifically it is just continuing with the same level of service as last year with the same, with the same resources given previously. My goals and objectives as outlined haven't changed. One of those goals that is outlined is going to be a further conversation that we have later on this evening on the development of the School Street Parking Lot.

Chairman Dowd

Yeah, I think let's just take Economic Development and then we will cover Parking Enforcement & Operations

together, since they go hand-in-hand. So any questions relative to Economic Development's Budget? I don't see anyone. OK you are safe in that realm Director Cummings. Now Parking Enforcement and Parking Operations?

Tim Cummings, Economic Development Director

So the Parking Enforcement and Parking Operations, so Parking Operations, there's two drivers that have increased in this budget. One is that we have slotted in here a .5 19-hour, non-benefited maintenance position to help us with the increases in amount of clearing of sidewalks, and we have increased the amount of parking lots that we are maintaining now. So this would be to help off-set some of that addition that has come to us as well as on occasion the Parking Manager in the City has needed to have a Parking Maintenance Person in the office to do some administrative tasks from time to time. This would rectify that by giving additional hours in the maintenance realm to allow for the gap that is occurring right now due to some administrative stuff that is happening in the office.

On another note is an increase in the snow removal budget and as noted previously, we have a couple of additional lots now that we are maintaining. We need to make sure that we have that expense covered when we contract out for snow removal. That's pretty much the biggest, otherwise everything else is pretty much the same. I have outlined the two major drivers in this budget.

Chairman Dowd

OK Alderman Wilshire.

Alderman Wilshire

Director Cummings which lots were added to that line item, the snow plowing.

Tim Cummings, Economic Development Director

The two – one is Crown Street and then the Pine Street Extension.

Alderman Wilshire

Thank you.

Tim Cummings, Economic Development Director

Mr. Chair, I think I have responded to all the questions that have come in to me over the afternoon or in the previous days. But I know that there had been a question about Parking Enforcement. So this year I think is the first year that Parking Enforcement expenses are being delineated in an operational budget. I believe in previous years; the accounting of the revenue was done through a special revenue fund or something of that ilk. And we – halfway through this year transitioned it into a trust fund where the revenues would be going or something to that effect. So that is now being accounted for a little bit differently.

Chairman Dowd

Yeah there's actually Legislation, it was R-19-154 that set that up. I think everybody on the Budget Committee got a copy of that this afternoon from me and I got it from John Griffin. Alright, other questions for Parking Enforcement. Alderman Lu and then Alderman Jette.

Alderwoman Lu

Thank you, Director Cummings, for that information about the different appropriation fund. What about the –

I'm sorry what I meant to say is the Revenue Fund. But what about the Appropriations? It looks like there was nothing last year either. Did it come from that revenue fund?

Tim Cummings, Economic Development Director

No and this is rough numbers and I am sure the Finance Team can tell you more specifically, but last year was the first year that we were able to close this account out in the positive for some time. I think we had something like \$125 or \$150,000.00 – somewhere in that range of revenue that was transferred into the brand newly established Trust Fund that Chairman Dowd just referenced.

Alderwoman Lu

I see thank you. Just a couple of other questions. The Towing Services, do we then pass that on to the people you tow? No?

Tim Cummings, Economic Development Director

No. It is in theory covered in some of the parking violations, the cost of it, if they pay.

Alderwoman Lu

Thank you.

Alderman Jette

Yes, do you mind telling us the status of the Parking Study?

Tim Cummings, Economic Development Director

Yes, the Parking Study, actually we just had a meeting with our Parking Consultant last week to develop a plan to move forward. It looks as though, and this is obviously subject to change, but we are looking to start it in September. Obviously, we will do what we can for administrative and back of the house type stuff, administratively to expedite it. But collecting data or doing any type of evaluation of parking during this time doesn't seem to make sense. So our parking consultant recommended that we hold off until September and that's what we are looking to do. Then we will re-evaluate on a monthly basis so we have another conference call scheduled on May 15th where we will check in and see how it goes and if we need to change the timetable we will. But that's at least what we are working at right now.

Alderman Jette

And that's all because of the COVID-19 problem is that correct?

Tim Cummings, Economic Development Director

That's correct. I mean it would be very hard right now to do any of the analysis and observational work in the field necessary with the lack of parking. It wouldn't be an accurate study.

Alderman Jette

Right, thank you very much.

Chairman Dowd

All set Alderman Jette.

Alderman Jette

Yes, thank you.

Chairman Dowd

Any other questions for Director Cummings on Parking, Parking Enforcement? I did look at the revenues versus the expenses and at least from a budgetary standpoint you take in a lot more revenue than cost for your Department. But hopefully the revenues will be better than anticipated for 2021 and everything gets back to normal we hope or a new normal. And I know that you and I talked earlier and your revenues for this year seem to be OK.

Tim Cummings, Economic Development Director

Yes, correct, and so we won't know is the answer, but we are watching it closely, our parking manager gave me input early last week where – within the last few weeks is where they started to see a drop off in parking meter revenue and slight drop off in leased parking. But at least through the month of March we were able to hold on and at least for the better part of April we were able to hold on and stay competitive with last year. We will probably be down a little bit on parking lease and meters at the end of the year, but it isn't a significant drop off as of yet.

Chairman Dowd

OK great. No other questions? Move on the Hunt Building.

Tim Cummings, Economic Development Director

So the Hunt Building Mr. Chairman is very straight forward. I think it is a relatively stagnant budget, same level of resources, same level of service. There is really no major budgetary changes. I guess the one cautionary note I would mention to you and it is something I have flagged internally with our finance team. Part of the salary paid for the Hunt Building is through a special fund and that Hunt Building Administrator receives a portion of her salary from that Special Revenue Fund and that's all based on events. So we are not going to be doing events as are customary. I just want to note and flag for everyone that at some point there may be a transfer necessary to keep that salaried position whole. So that's just something that we don't need to be concerned with at the moment, everything is fine. But for at least this Fiscal Year and maybe into next Fiscal year it is something that we are going to watch and monitor. And I've had conversations with CFO Griffin and he's well aware of it.

Chairman Dowd

Alright, any questions on the Hunt Building?

Alderman Clemons

Yes, this is Alderman Clemons. Yeah quickly in regards to the salary there. I definitely would, you know, I think it is incumbent upon us to make sure that we are taking care of our employees and I don't support laying anyone off or anything like that. So if we can find someplace where we can make up that salary difference in the future, I would certainly be supportive of that. So I just wanted that to be on the record.

Chairman Dowd

OK. Director Cummings, is there any possibility of any of those coverages that we have been talking about at the 4:00 meetings cover that person because of the COVID?

Tim Cummings, Economic Development Director

At the 4:00 meetings?

Chairman Dowd

The Payroll Plan Reimbursement.

Tim Cummings, Economic Development Director

Oh no, I don't believe so, that's a great question, but no I don't believe so, but I will double check.

Chairman Dowd

Alright, sounds good. Any other questions relative to the Hunt Building? Seeing none. Alright, on-going projects; Performing Arts Center first.

Tim Cummings, Economic Development Director

So the Performing Arts Center, we are actually – that is a priority project that we are still moving forward with. So we are meeting although it is slower than we would like. The architecture and design team is still designing and their plan is to have construction documents done by mid-summer or thereabouts. There hasn't been really any drop off on the productivity of the architect at least at this time. Relative to the New Market Tax Credit, I received a Communication late last week that the New Market still looks to be on the same type of timeline. So there is no new change there. The fundraising. It is my understanding that the fund-raising team had pressed pause on direct solicitation, I think people can understand it is not necessarily the best time to go out and try to solicit. But they are still actively meeting regularly, in fact, they had a meeting today and I know they have another meeting on Thursday or something to that effect. They are organizing and still developing plans to be able to move forward as quickly as possible once the climate gets to be a little more appropriate.

It should be noted that there is a timeline for efforts to do the fund raising, it's probably not to anyone's surprise that we made need additional time because of this incident and so I just want to flag that for you now so you are aware of that but that's something we can discuss at a later date. I'm sorry was there a question there?

Chairman Dowd

Any questions on the Performing Arts Center?

Alderman Jette

Yes. So I can't remember the exact time of this meeting but we had a meeting at the North High School and we were discussing whether or not to extend the timeline for this project. There was discussion at that time that the fundraising committee was, if I remember correctly, was just about ready to make some announcements about the major donor portion of this project. Is that also on hold? Is the whole thing on hold because of the COVID-19 thing?

Tim Cummings, Economic Development Director

Yes Alderman Jette, everything has been pretty much put on hold, from a direct solicitation standpoint, probably from, I would say mid-March or thereabouts. So that is COVID-19, there really has not been any direct appeal. What they were hoping to do was get into the "public phase" as quickly as possible. I thought their goal was to be in the public phase somewhere around now; that was their aspiration, that was their intention. Obviously due to everything that had developed with COVID-19, plans have been waylaid.

Alderman Jette

OK thank you.

Chairman Dowd

Any other questions relative to the Performing Arts Center? Alderman Lopez?

Alderman Lopez

Director Cummings is there a point where we re-evaluate our funding mechanism and say, this is never going to get where it is going. I mean I didn't anticipate COVID-19 obviously, but it did seem plausible that some sort of unanticipated event would happen and now we are going to have to spend the next 3 to 5 months working on getting COVID-19 stabilized and making sure we are not at risk of overwhelming our hospitals. Then we are going to have to spend the next several months recovering from that financially, just the federal side of it alone. And then an economic recession? But it seems like we are still plugging forward as though the same thing we came up with four years ago is going to work? Like we can still ask people to just donate money and have this soft phase and then the opening. Is it possible to look at doing this a different way? I had brought up bonding as a possibility last time, but I don't see a very rosy outlook for this proceeding anytime quickly. Because even after we have managed to stabilize the current crisis we are in, we are going to have to convince people/donors that this is a worthy cause compared to hospitals or non-profits that have been obliterated by this and lost all of their fundraising events. And then we are going to have to convince people that they want to go to a Performing Arts Center after we have just spent however many months convincing them that social distancing is important and masks. It seems like if we want this to happen, we need to take a larger stake as a City in it, not put it on donors, but start looking at structural supports for it.

Tim Cummings, Economic Development Director

If I may Mr. Chair, yes thank you. Alderman Lopez, your points are all very well taken. I agree with you. I think it is a longer conversation than we can probably have this evening. But yes, I think we should have that conversation and I think we should have that conversation when we have a little bit more information in terms of what the recommendations are by the State and Federal Authorities and social distancing once things get back open, because I think that is going to be very important in terms of how we want to operate and move forward. But yes, you are absolutely right and I think relative to the financing plan and how realistic is it to try to raise money right now, post-COVID-19, with all the other competing needs. Yeah and I will say that the small independent businesses, and not just businesses, but the small independent entities in general, non-profits, for-profits, are the hardest hit with this COVID-19 Pandemic. So they are going to need the support and assistance, more so than some of our other larger operations. So we are really going to need to make sure we have a strong strategy for supporting Main Street to help keep our small entities up and running.

Alderman Lopez

Right, I don't think we need to try any harder to argue at this point that we are going to need an economic anchor to come out of this. The Performing Arts Center has every sign of being that, it's just I don't know if the approach that we are taking to continue without taking into account the impact it will have on other non-profits. So I would love to have that conversation going.

Alderman Jette

So after hearing that and remembering that we are continuing to fund the fund raiser, the professional fund raiser, hearing that we are continuing to pay the architects. If everything is on hold, if we are waiting until I think I read in one of your notes that the New Market Tax Credit Announcements we still are hoping to hear from them in late June, early July. Does it make sense to continue to be spending money on the architect and fund raiser if the fundraising is on hold, why are we continuing to pay the fundraiser? I don't know the answer

to that, I am asking you.

Chairman Dowd

Director Cummings.

Tim Cummings, Economic Development Director

Thank you, Mr. Chair. The contract for the fundraiser actually expires at the end of April, so in the next few days our obligation with the fundraiser will be over. And over the last few weeks she has transitioned her efforts to writing grants and looking to foundations for support for the Performing Arts Center. And it is my understanding that the Downtown Improvement Committee, which is the group that actually funds that contract would be looking to procure her services for foundation and grant writing type of support. But those conversations are very early and I am not exactly sure of all the details. But that is my understanding at least at this time.

Relative to the architect, we are under a contract with the architect; we are under a contract with the construction manager. I would not encourage any action to stop that work unless you want to just you know stop the project in its entirety. If we are going to get a New Market Tax Credit and no one has a crystal ball, I don't know if we will, but if we do and those announcements do come out in that June/July type timeframe, they, being the entity that would be looking to participate in the project from a New Market Tax Credit Perspective would look to close somewhere within 8 to 12 weeks. And if we did not have the construction document done in time, to make that type of timeline, then we would be foregoing you know the New Market Tax Credit which means it would be even a bigger gap to fill, if people still wanted to move forward with the project.

Alderman Jette

I understand, thank you.

Chairman Dowd

Any other questions? Yes? Ok Alderman Clemons, yes.

Alderman Clemons

Thank you, through you to Director Cummings, my question is if we decided to only take whatever fund raising we had to this point, year to date, and then in addition to that let's say we get the New Market Tax Credits, is there anything in accepting the New Market Tax Credits that would prevent us from bonding a higher amount?

Tim Cummings, Economic Development Director

No, no, if I understand your question, you are asking if we increase the City of Nashua's participation and again rough numbers, I am going to say to you that we've committed something like 70% of the funding, 70/75% - local private contributions would be somewhere between 5 and 10% in that range, we would be looking for a New Market Tax Credit between 20 and 25%. Those would be the sources and if we were to increase our commitment to 75/80/85 there would no negative impact on us if I am understanding your question.

Alderman Clemons

Yeah so – thank you. So basically what my question is, my question is, is the prudent course here to keep doing what we are doing and sort of wait to see if we get the New Market Tax Credit come June/July and if we get them, then sort of take into account where we are at with the COVID-19 Crisis, at that point. And in

addition to that, look at what the Committee has come up with as far as you know keeping the certain pledges that we have in place in addition to being where they are at as far as you know redoing the campaign or just kind of taking everything into account. And then saying, OK we are here we are this point, maybe it is time at this point, now that we know we either have the New Market Tax Credits, or we don't, what the next step is. Like at that time, once we know about those credits?

Tim Cummings, Economic Development Director

If I may Mr. Chair?

Chairman Dowd

Certainly.

Tim Cummings, Economic Development Director

Yes you are absolutely right and that would be a course of action I would recommend you pursue. My only cautionary tale that I want to make sure is clear to everyone is the timeline. This body, the Board of the Aldermen, would need to act expeditiously to be able to make the timeline for the New Market Tax Credit. They only give you, if you will, you know the award for a certain period of time, something like 8 to 12 weeks and we would need to close. So if we were to do anything, we would need to be able to do it within their timeframe. But yes, otherwise what you are saying is correct.

Chairman Dowd

All set Alderman Clemons?

Alderman Clemons

Well no, just one last comment. I think the Board I think I don't want to speak for the Board but at least for myself anyway, I understand you know this has been a long time coming and you know I think that any – if we get those credits, I think we should immediately hold a meeting and figure out what the next steps that we need take are. But I think more importantly though between now and then is having the patience of waiting to see where we are at and not to jump the gun on doing anything drastically different until at least the point when we know whether we are going to have those credits or not. And that was my only point. That and the flexibility of having to be able to make the decision at that time, if necessary, that we can increase the bond and not have it affect our ability to accept that money. That was my only point.

Chairman Dowd

So Director Cummings, if we only have a few weeks, you said 8 to 12 weeks or something, we can get a bond through with a public hearing, and everything else, we'd have to act right away. So any other questions relative to the Performing Arts Center for Director Cummings? Seeing none, let's move on. Elm Street Property Re-Development. Director Cummings. I think we just want to know what the plan is moving forward.

Tim Cummings, Economic Development Director

Thank you, Mr. Chair. What I would say is that the plan is very early. And I would even go as far as to say we have not prioritized this project as aggressively as others. We know there is some time on the horizon with this but ultimately the plan will be for us to bring in a consultant to help us understand what the highest and best use is for the Elm Street Middle School for an adaptive re-use; make sure we are preserving the auditorium and then developing a plan that meets the community needs. The original thought process before COVID-19 and I think there is Legislation before you is to fund a consultant to help facilitate that process. We thought it might be something like a 3 to 6-month type of exercise. Once we have that consensus building

work done, we would then look to draft an RFP and put an RFP out.

Now the one thing I want to note is the construction schedule, if that seems to speed up or change, the one concern I have is carrying the Elm Street Middle School for no other purpose than maintaining the Keefe Auditorium is going to be an expensive endeavor. So the goal in the back of my mind has always been to have a smooth, seamless transition to not you know put the City in that type of position. But we are still, as I understand it, a little ways away and so we have some time. That is the plan as of right now.

Chairman Dowd

So there's very little chance of the Middle School Project speeding up. The plan at the current time is to occupy the new Middle School in South Nashua in September of '23. So Elm Street would free up probably in June of '23, that's the current schedule. It gets a little more problematic if we delay it and we can't start the new school at the beginning of the school year. But that's the plan right now where everything is moving forward on the Middle School Project; Fairgrounds is moving along quite splendidly and is going to be starting early this summer. And then Pennichuck and then the new Middle School will be the last to hit the construction part.

Tim Cummings, Economic Development Director

I was just going to say Mr. Chair, so we should be able to meet that timeline with no issues and develop a feasibility study, if you will, that would help steer us in a direction to put in RPO. My concern is putting in our RPO too early and not having the consensus of the community behind that RFP, I don't want to negatively impact the private market by misrepresenting anything.

Chairman Dowd

The other thing is the Middle Schools floated the idea of developing an auditorium at the new Middle School. I sort of had to quash that because we are talking about \$18 to \$20 million dollars to build an auditorium and they don't even have the land and the neighbors wouldn't like it. There's a lot of things that preclude us from doing that. So they want to continue to have the Elm Street to use for the Middle School Projects and probably the bigger High School Productions as well as the other private uses of Elm Street. But that will take part as part of your analysis. Alderman O'Brien and then Alderman Lopez.

Alderman O'Brien

Thank you, Mr. Chairman, through you to Director Cummings, there is the old adage in real estate and it comes down to location, location, location. And we are looking at one futuristic development as you know a parcel in the downtown area. And shortly on the horizon, probably 2023, which isn't really that far, we've got the possibility of Elm Street. Yet I have heard from people, particularly of the clergy, discussing basically like on the lower side type of occupancy. Is there a study or should we now conduct a study, because I imagine certain areas of the City hold a certain type of value where it might be profitable to have regular type of affordable housing versus low income type of housing. And is it about time to start looking at this while we have these couple of properties as future development gets in, because I would like to appease – it is very easy to say, "yeah I can lean toward low income" but is it the best for that parcel of land in that particular neighborhood. So I mean there's a lot to look at in my opinion, your thoughts?

Tim Cummings, Economic Development Director

Yes Alderman O'Brien, what I would say is that is a perfect conversation for the Master Plan. I know under the leadership of Director Marchant, she is looking to undertake a Master Plan, a comprehensive study of the City over the summer and into next year. And if we had that conversation through that document that will help inform us as we are making very specific decisions about individualized properties or certain sections of the City. I'll just suggest to the group that having a mixed income approach is really my recommended approach in

any of this. So I think that is how you do that and the strategies that the committee wants to undertake, really needs to occur. And besides Director Marchant I know Carrie Schena in Community Development has been working very much on this as well.

Alderman O'Brien

Thank you.

Chairman Dowd

All set Alderman O'Brien?

Alderman O'Brien

Yes thank you.

Chairman Dowd

Alderman Lopez.

Alderman Lopez

First, I like Alderman O'Brien's idea. A study is a good idea and we already have the Master Planning which should get underway, it was just kind of set back by the COVID-19 epidemic. You can't really gather for public comment if you can't gather. But that's definitely something that Granite State Organizing Project and those other faith leaders probably want to weigh in on. I know a lot of them are probably watching tonight. Likewise, people living in the neighborhoods we could set up the Master Planning evaluation process to include representatives of each Ward in those neighborhoods. So I think we have a good direction on that.

And then also, Alderman Dowd, I wanted to thank you with regards to that auditorium because I really don't think we should be trying to develop a backdoor Performing Arts Center, we are still working on the main one.

Chairman Dowd

Anyone else relative to the Elm Street discussion. Alderman Clemons?

Alderman Clemons

Just briefly in regards to the Keefe Auditorium, you know, I have no problem with the school continue to use that and everything. But I am still firmly of the belief that once that new Middle School is built and occupied that Elm Street be transferred to ownership of the City and including Keefe and I would not want anything different than that. So I just wanted that to be on the record.

Chairman Dowd

No I think the plan is to have it fall under the auspices of the City, not the School Department. It's under the auspices of the School Department right now because it is connected and used predominantly by Elm Street Middle School. It would transfer to the City.

Alderman Clemons

Right and I hope it stays that way and we can come up with some kind of agreement to let the schools use it as they have been. But again, I would want that under the control of the Board of Aldermen and not the School Board.

Chairman Dowd

Well my guess is they will probably have kind of auditorium commission that will handle the scheduling and the maintenance and all of that stuff under the City’s auspices. I don’t think the Board of Aldermen want to get into scheduling everything.

Alderman Clemons

No. No, that’s not what I meant, what I meant was have it on the City’s side of the ledger and have the City be the one of the maintenance and operations and things like that.

Chairman Dowd

Sure. Any other questions for Director Cummings. We are going to be talking about a couple other things later but I think that’s it right now for the budget unless anyone else has a follow-up. No? Ok I need a motion from Alderman O’Brien.

MOTION BY ALDERMAN O’BIEN TO TABLE R-20-023 BY ROLL CALL

A viva voce roll call was taken which resulted as follows:

Yea:	Alderman Clemons, Alderman Schmidt, Alderman Jette, Alderman Wilshire Alderman O’Brien, Alderman Dowd	6
Nay:		0

MOTION CARRIED

MOTION BY ALDERMAN O’BIEN TO REMOVE FROM THE TABLE RESOLUTION R-20-028 AUTHORIZING THE CITY OF NASHUA TO ENTER INTO A MASTER DEVELOPMENT AGREEMENT WITH LANSINGMELBOURNE GROUP, LLC. ROLL CALL

ON THE QUESTION

Chairman Dowd

Ok the Motion on the floor is to take from the table R-20-028 for discussion. Would you please call the roll?

A viva voce roll call was taken which resulted as follows:

Yea:	Alderman Clemons, Alderman Schmidt, Alderman Jette, Alderman Wilshire Alderman O’Brien, Alderman Dowd	6
Nay:		0

MOTION CARRIED

R-20-028

Endorsers: Mayor Jim Donchess
Alderman-at-large Michael B. O'Brien, Sr.
Alderman-at-large David C. Tencza
Alderman Richard A. Dowd
Alderman Linda Harriott-Gathright
Alderman Patricia Klee

AUTHORIZING THE CITY OF NASHUA TO ENTER INTO A MASTER DEVELOPMENT AGREEMENT WITH LANSINGMELBOURNE GROUP, LLC.ON THE QUESTIONChairman Dowd

I believe that the Mayor would like to start out the conversation on this and Director Marchant I am sure is going to be supporting cast.

Tim Cummings, Economic Development Director

If I may Mr. Chair, Tim Cummings here. I have a PowerPoint I was going to put up if I may.

Chairman Dowd

Yes, does that go along with the Mayor's conversation or do you want to do it after? Mayor would you want to start off?

Mayor Donchess

Yes Mr. Chair. Well first of all, thank you for having us tonight. I want to emphasize that this is really an initial presentation. We are not looking for an approval tonight. We know that there are questions and you want to understand the project fully before you make a recommendation. Also, we need to wait for the Planning Board's recommendation really before we should go forward, that says also to refer to the Planning Board. Alderman Jette has asked questions regarding the agreement, some of which are legal in nature, some more factual. We would like to come back to answer those questions more fully than we can tonight with Legal Counsel. Also we know tonight that you have a lot of other business so we plan this simply as an initial overview of the project.

Briefly, this project fulfills what I consider to be some major needs that the City has. First of all, as you will hear a little bit later on, we have, of course, a very severe housing shortage in all segments of the market; for affordable units, for market units. This helps satisfy that need. Number two, we need people living close to Main Street to patronize Main Street businesses and as we enter the recovery phase following the health crisis, we particularly need customers and more people who can walk to the Main Street businesses and patronize them that way. We need a boost for downtown, of course, not only from a financial point of view but from a morale point of view given what we have been through for the last couple of months. And we need to add to our tax base and you are going to hear that this will add considerably to the tax base, bringing in really millions of dollars over the next 4 or 5 years, given the purchase price, payments to help us establish parking beyond this site as well as the rental and parking fees. But you will hear the details of that from Tim Cummings.

I wanted to address one thing, Mr. Chair, and those were the questions or the comments that Alderman Clemons has raised concerning the hotel or potential for a hotel. I mean this is something that we pursued quite seriously. We went, Mr. Cummings and I, went up to see Steve Dupree who is a developer up in Concord who has done major Main Street projects as well, including a hotel and owns other hotels. He did the building where you see the Red River Theater and other buildings on Main Street. We tried to interest him in the Nashua market. His advice was, well hire Pinnacle, which is the premier at least New England hotel

consultants. Rachel R. is the principal of that organization. So you may recall that we appropriated money and we engaged her to do a feasibility study for a hotel in the downtown. In summary, now she said that it is marginal because the hotel rates around Nashua, they are being not a huge surplus, but certainly the market is fully, there's enough to satisfy the market so that the vacancy rate is like 40% or so, the occupancy rate like 60%. It's not like it is a very strong hotel market and given the number of rooms that there are, and as a result the average hotel rate is \$100.00+ and so that's not great for the hotel industry. So she gave us, you know, a so-so at best recommendation.

Based on that, we tried to shop this around to people who were interested and we particularly talked with the developer that we are proposing to put housing on the School Street lot. The reason we talked with him first about hotels is that he has built and is building a hotel in Manchester, downtown. So here's someone interested in hotels, interested in New Hampshire, who might be interested. And he, after a considerable period of time of analysis, came back and said well he could do it but to shorten a more complex proposal, we'd have to pay over a period of time like to pay him \$3 million dollars to do it, subsidize the hotel and in the end it would provide no tax revenue whatsoever.

So I think the market is telling us, as much as we would like a downtown hotel now, I think the market is telling us that at least right now, it is not – and this is even before the hotel industry has gone through what it is going through now. The market is not ready for it and what the market is saying is we have a very strong demand for housing. You saw what happened with Lofts 34, the build up in a small number of months. That has also been true with the apartments on Marshall Street as well as Riverfront Landing. So that's where the market is. You are going to hear some details about this. But in the end, if you look we are dealing with a quality developer. Ms. Marchant will talk about that. Manchester is very pleased with what has happened in Manchester with earflota is the principal we have been dealing with. They've done the hotel plus a large parking garage up there. So they've been very happy there.

And if you look to the downtown, there aren't very many residents; you'll get some details near Main Street. If you think about – this is 150 units, 300 people within a block of Main Street or a block and a half, and when was the last time that kind of project was built from the ground up in downtown Nashua? Now we have seen conversions of existing buildings; yes, Clocktower, yes, Cotton Mill, yes, Lofts 34 – conversion of existing mill buildings. But if you look around, when were apartments last built in the central business district? As I look around I see the downtowner, which is on Chestnut Street; maybe turn of the century, not the 21st but the 20th, maybe around 1900? So this is an opportunity that in my opinion we should not pass up, something that hasn't come along in a long time. This is an opportunity zone investment which could easily go away if we don't take advantage of it now. I think we can begin a new era in downtown if we show that housing can be built from the ground up and be successful with the central businesses.

In any event, Mr. Chairman, I am going to turn it over to Mr. Cummings and then to Ms. Marchant, to discuss more of the details.

Chairman Dowd

Ok.

Alderman Clemons

Mr. Chairman can I respond briefly?

Chairman Dowd

Alright, Alderman Clemons?

Alderman Clemons

Thank you. I don't want to get into a tit for tat but the only thing that I will say is that I just fundamentally disagree with the logic. I think the market is obviously hot for residential right now, particularly in the downtown. I view the City's role as being one to kind of stimulate a market that doesn't exist, that could very well exist in the future as opposed to doing something that the market is already doing. So that's where I am coming from in my perspective of this. I don't think that the project is going to be a bad project, I think that, you know, I am sure that the building will be nice once it is up and different things like that, I don't question that at all. But it is just a matter of for me what the City can do to kind of do something that the market wouldn't naturally, on its own, produce. And in this case, I don't think we are doing that, so thank you.

Chairman Dowd

Director Cummings is going to give us an overview and then Director Marchant is going to give us some inputs. We can listen to that and it is my understanding that we will table this again. When it gets time for actually trying to take action on the Resolution, we will have discussion at that point. So perhaps tonight we ought to listen and then when we get to the point where we are actually addressing it for action one way or another, that's when we should have all our discussions. But if we can, I would prefer that Director Cummings now give us his presentation and then follow up by Director Marchant. Director Cummings?

Tim Cummings, Economic Development Director

Yes thank you Mr. Chair, again Tim Cummings, Director of Economic Development. I have had the pleasure on occasions coming before a couple committees of the Board of Aldermen to discuss this project. This is not a new project. This has been something that the Board of Aldermen authorized the disposition of this parking lot quite a few years ago. And then my office issued an RFP seeking development in I want to say 2017 and then we received a response from the developer who we are presenting to you this evening. We have been negotiating for the last few years on how to move this potential priority development site forward.

So again, I am not going to go into details this evening, the next couple of slides is just to help give you an orientation to bring this project a little bit more clear into picture for you. I look forward to having a more detailed conversation at a later date.

The development is proposed to be a very nicely designed development, something that we emphasized throughout the whole negotiation process and one that I think is really important for the downtown. Some major highlights of the Master Developer Agreement; so first and foremost we are talking about 150 apartments, it can't be any more, it can't be any less unless there's an amendment to the agreement. We are talking about \$900,000.00 purchase price. In the agreement it makes it explicit that there will be a design review process and will be shared decision-making model between both the City and private sector developer.

The City will be providing \$100,000.00 in off-site mitigation for enhancements of the public realm. The thought process is, and we've heard the concerns that there is a loss of potential parking spaces. So looking to increase the amount of parking spaces on School Street to try to make up for the lack of supply that we would be decreasing as much as possible. So we would be looking to design a solution where we would make School Street one way and then create head in type parking to help mitigate the concern some people regarding the loss of parking.

In addition to that, the developer will be paying over a five-year period \$1.35 million dollars for the ability to use the High Street Parking Garage. Now that's per space of about \$9,000.00 I believe and would be paid over a couple of years. And this would be a one-time payment because then in addition to that there would be a lease of up to 150 parking spaces for 50 years. The first 10 years they would be at \$50.00 a month per space which you know is approximately \$90,000.00 a year and the last detail of this 30 page document that very high level I wanted to highlight tonight is we are only giving a very limited amount of time to the developer

to actually put this project together from permitting and a financing plan it would have to be, you know, the transaction would have to be completed by the end of January.

I want to highlight some comments from some downtown businesses who are aware of the project. We have not been shy about our interest in developing this lot. It is something that has been discussed widely by a lot of various stakeholders. So one comment that we got, “building 150 new housing units within the heart of our downtown creates a win-win for both our economy and for our residents. People choose to live in the downtown for the convenience of being able to walk to their favorite places as well as for a sense of community. And people are now craving community more than ever. There is something to be said about being able to walk to your favorite coffee shop in the morning and being able to walk home from dinner at night. The proposed units in the School Street Parking Lot will bring us the foot traffic we need within our downtown to bring us one step closer to creating the kind of downtown we all want, full of life, a bustling economy and a strong sense of unity in the community”. So that’s from Jessica, she’s the owner of JaJa Belles.

We have another quote from Steve Ruddock owner of River Walk Café where he said, “This is a no brainer, Nashua needs more housing in general and in the downtown in particular. This is another sign Nashua is doing the right thing and we should all be supportive of this development”. And then finally I have a quote here from a Boutique, a retailer, a merchant Svetlana owner of WineNot Boutique; “As a Downtown business owner, it would be very exciting to have more clients who live close to downtown and can enjoy all the unique experiences that downtown Nashua has to offer”.

So relative to what our year over year parking revenue could be we are looking at when this project stabilizes at over \$400,000.00 in year over year parking revenue. As you can see, I outlined the formula for you where you could see - on the property taxes I’m sorry, the property taxes. I outlined the formula for you on how I arrived at that \$400,000.00 figure. Then lastly for my part, I think there has been thoughts raised or questions raised about how much money being brought off the School Street Parking lot, you can see on average over the last 5 years we brought in something like \$20,000.00 in revenue off of those meters or off of its occupancy. And then the High Street Garage occupancy, we in January went out and did a study, just to get an idea of how used was the High Street Garage and you can see on the weeknights it hovers around 20% occupancy and on the weekend nights it hovers around 26%, so about a quarter of the garage is used on the weekend and about 20% of the garage is used during the week at night.

At this point, I am going to turn it over to Director Marchant to give a couple of comments on her slides.

Sarah Marchant, Community Development Director

Good evening, thank you so much. So I just have two quick slides here and I am happy to answer questions. I just wanted to say something that we’ve all probably heard several times from me, but our vacancy rate as of the end of 2019 was under a half of a percent so that 0.2 percent. A healthy vacancy rate is around 5% and you can see on this chart going back to 2010, we’ve never even come close to half of that. So we need housing supply, housing supply for all income brackets and all types of housing. Can you move the slide please, Tim? Thank you.

So what this is showing you is downtown Nashua for quick orientation right to the center is the Nashua River, the Main Street, the Downtown Central Business District is Tract 107 on that. What you can see is the number of housing units in each of the census tracts and the total population. And while we do have a lot of housing downtown, you can see in our Central Business District, we actually have almost 1/3 or more less housing units and less population living right abutting our downtown. So this is a play that is brand new construction directly in our downtown and that is something where we have all the infrastructure in place. We already have the roads, we already have the water, we have the sewer, and this is where we want to add density, where we can already provide the services most efficiently. So this is where we want to be building new.

In addition, I just want to touch – you know contacting my colleagues in Manchester, they have worked with this developer recently. This is a high quality Developer and while we have many wonderful developers that we get to work with, we don't get to work with somebody to come in with this ability to finance a package and pull it together that often. Manchester has worked with him on two projects that both went through. His hotel project had to go through the historic district. These aren't easy projects and they have said that it has been very good to work with him and that they would be happy to work with him again. And I think that's something that we don't see every day. So we are really happy to have an opportunity to work with a high-quality developer. I am happy to answer questions.

Chairman Dowd

Ok can you put down these presentations so I can see? So does anybody have any questions for Director Cummings or Director Marchant relative to the slides that were put up rather than arguing the pros and cons of whether it should be built at this time, just informational questions? Alderman Lopez and then Alderman Lu.

Alderman Lopez

Well I can ask whatever question I want because I put my hand up before you stuck your hand up. I just wanted to know if you communicated with the abutters and if they were supportive of this project?

Tim Cummings, Economic Development Director

I'm sorry Alderman Lopez, can you ask your question again, you broke up at the end.

Alderman Lopez

Have you been communicating with the abutters and are they in favor of this project?

Tim Cummings, Economic Development Director

So yes, we have been communicating with all the abutters. I can't speak to whether they are all in favor, I know that some are and I know some are not. Some have asked it to be different and we will happily take those comments into consideration to try to work with everyone to build a project that everyone can be proud of.

Chairman Dowd

All set Alderman Lopez?

Alderman Lopez

Can you name abutters that are in support of it particularly?

Tim Cummings, Economic Development Director

Well I guess one that was on the slide here is Jessica from JaJa Belles.

Alderman Lopez

She's a renter of not abutting that.

Tim Cummings, Economic Development Director

She's at the corner of High and Main.

Alderman Lopez

I guess we have different definitions of what abutting means, I didn't think it meant a block away. Any abutting property owners?

Mayor Donchess

I think one of the abutters is concerned that during construction there will be business interruption. But we can work as hard as we can to stage the construction so really the area beyond kind of the immediate School Street is not impacted. I mean in the end, for abutters the 300 people like living next door is a good thing. I mean it will create business not retard business. Now this was an urban renewal area to begin with. The reason that this is all torn down, the reason High Street is there, you know the High Street Lot, the Court House Oval, this was urban renewal, this was all torn down. There used to be housing there and look at what it has caused. A major hole in the downtown for the last 60 years. It's very hard to fill in these urban renewal areas even though they thought it would be good, it wasn't. It's kind of these dead zones in the middle of downtown and that's what we have. And thank God we have gotten Pennichuck to finally locate at the oval, that's going to bring in customers. But those are, of course, business office customers. And then this will provide people who live there so they will be there more often than they are not. So in the end, I think it's good for business.

Alderman Lopez

Well I appreciate that, but I think that's the argument you have to make to the actual abutters. I live a little bit further away than JAJA Belles from this property so I don't think I count, I am saying the immediate abutters. I know one of them is very public about his concerns about how it will impact his business. But there's other abutters too, particularly two non-profits which are likely to be hurt pretty badly by this economic recession and wouldn't necessarily benefit from having more people on their doorstep if they don't provide resources that those people would benefit from. And then there's also the concern that adding a 7-story building, I mean that's something that you sort of need to run by them. So I am not necessarily disagreeing personally, I am saying it would be good to more honestly engage the abutters rather than grabbing a boutique owner from like five blocks away and sayings, "she is in support of it". Or River Walk which is like literally on the other side in a different ward.

Chairman Dowd

Alderman Lopez, you interrupted the Mayor, could he finish what he was saying?

Alderman Lopez

Sure.

Mayor Donchess

I just think we can't, we have to look at the good of the entire city and the entire downtown. And if, I mean, there was a café owner on Pearl Street who was vehemently, vehemently against moving the Farmer's Market to Main Street from where it is now, vehemently. And yet because it was going to hurt business. Well we decided what was best for the entire City and the entire Downtown. And the Farmer's Market has been, despite the opposition from that "abutter" has been a fantastic success. And we don't hear from that person anymore, any complaints about the Farmer's Market because in the end I think it has helped that business. I

think if we just let, I think we have to take a broader perspective and decide what is in the long-term interest of everyone and let no you know one person decide what the City should do.

Chairman Dowd

I didn't recognize you Alderman Lopez, please wait to be recognized. So having been involved with a number of building projects, you have to find out what the abutters concerns are and try to address those concerns and work with them. Initially the abutters of any project are going to say "no" because all they see is downside negatives. So if we are going to work, we are going to address the abutters, we've got to find out, sit down with them, find out what their concerns are, see if we can address their concerns. They may still be in opposition but I think we are a long way from drawing lines in the sand at the moment. So Alderman Lopez, do you have anything to follow up.

Alderman Lopez

Yeah, I would build on what you were saying and say it's not too late to engage the abutters. A lot of what happened with the Farmer's Market that was so successful is that they engaged the abutters. They put the Farmer's Market on Main Street instead of on East Pearl Street. That's largely why it was so successful because the businesses that were proximate to it were fully engaged in it. And I think that's possible here, but we need to authentically engage the abutters, not just conclude that they are going to be opposed to it. You need to get them as part of this process. If you can't get them all, then you can't get them all.

Mayor Donchess

We have. I mean I have been talking to one of the abutters and that abutters opposition to a hotel was stronger than, at least initially, to residences. So you know, I mean I think and Director Cummings has talked with others and we will try to address their concerns. They are more related at least from what I am hearing, have heard, more related to the construction period than afterward.

Alderman Lopez

I asked three of the abutters and two of them have not been approached at all, that's why I am bringing it up.

Mayor Donchess

We would be glad to talk to those abutters, there's only about five.

Alderman Lopez

I am worried about the three that have all the square footage. I didn't even get to all five. But like if you want me to help facilitate discussions, I am happy to do that, but I think these are very accessible people.

Chairman Dowd

All set?

Alderman Lopez

Yes thank you.

Alderwoman Lu

Thank you, Mr. Chairman. I just wanted to make sure I understood. Did I hear that permitting and financing would need to be finished by the closing date?

Tim Cummings, Economic Development Director

Yes.

Alderwoman Lu

Yes, thank you.

Chairman Dowd

Anyone else? Alderman Jette.

Alderman Jette

Yes, I know that you said that we are going to table this tonight and we are going to discuss it at a future date and my questions would be addressed at that point in time. But I didn't know if you wanted to talk tonight or save it to then, the letters that we received from Reverend Newhall and Rabbi Spira-Savitt about their concern about the need for more affordable housing and their disappointment that this project would be market rate. I assume market rate means whatever the market would bear. So this would attract a population with higher incomes but wouldn't do anything for Reverend Newhall and Rabbi Spira-Savitt who pointed out a need for more affordable housing by population. The Mayor pointed out that this was originally housing. I remember when it was housing and it was not high-end housing, it was very low-income housing. So I don't know if you wanted to talk about that tonight or save it until the next round.

Chairman Dowd

Let's get all of your questions answered by the appropriate people and then we will have that analysis to base discussions on.

Mayor Donchess

Mr. Chair, can I address that briefly? They are right we need more affordable housing no question. Ms. Marchant and I and others have been meeting with the Interfaith Counsel and the two individuals that you have mentioned to talk about how we can bring about more affordable housing. With each project we have to kind of take and address what we can. We have a housing shortage in general. We are working with some others who might be able to develop projects which are entirely affordable. We have the Marshall Street apartments, which are 100% affordable, workforce housing. We have the potential of another shelter downtown. So I think if we force people to "you have to do this", I think we try to diversify our developments so that we get some affordable and maybe entire affordable, some maybe mixed, some market rate. Keep in mind, in terms of building a strong downtown business, excuse a stronger economy downtown, we are right there in the poorest census district in the State of New Hampshire. So what downtown, you know, that isn't to say we have a shortage of affordable, we should be working on it. And actually we are talking to various people on various parcels, we can make something happen and we are trying to make that happen. But I don't think we can ignore the fact that we do need people in downtown near Main Street who you know can afford apartments like this, market rate apartments, to help build a stronger economy. Because if anything is lacking, that is one thing that is lacking downtown and this fulfills that need. And another project might fulfill a different one.

Chairman Dowd

All set Alderman Jette?

Alderman Jette

I can also tell you that working with developers pretty closely and I am sure Director Marchant can confirm this, if they don't think they are going to make a profit on their project, they are not going to put the money into it and the time into it. So I am sure this developer has taken a serious look at what he is going to provide, what the costs are, what the returns are and I am sure that Director Cummings has also looked at it from the City's side and negotiated it. So let's get Alderman Jette's questions answered, let's get the Economic Development Director time to talk to the neighbors and address their concerns. When the time is right, based on all of the factors, including the timing involved with the negotiations, we will bring it back and make a decision. But let's not argue now what we don't know. So certainly I know that all the abutters are going to have immediate concerns. And let's go find out what their concerns are and I can tell you that in the new Middle School we had a lot of neighbors with concerns. A lot of them changed their minds after talking to us about what was going to actually happen. So let's take that time to do that due diligence. Alderman Lopez, did you have a question?

Alderman Lopez

Yeah this is just for a future meeting, can we get specific written endorsed by the City definitions of what low income housing versus workforce housing versus market rate housing, just because it seems like it is getting very confusing with multiple definitions.

Sarah Marchant, Community Development Director

Yes absolutely we can get that information to you no problem.

Mayor Donchess

Alderman Jette has asked some substitutive questions about the agreement so I wanted to have the time to talk with Attorney Bolton, bring him in and with Mr. Cummings and go through those questions. Maybe that could be what we spend – we answer those sometime in the near future, the next meeting or the meeting after. And also bring in the principal Peter Flotz who could talk to the Committee at least remotely so we can get a sense of who we are dealing with.

Chairman Dowd

OK any other questions relative to this? Alderman Clemons?

Alderman Clemons

Thank you, I just wanted to state, I am disappointed with how everything came out but you know I said at the last meeting that I probably wasn't going to support this but I am going to keep my mind open to it. I think listening to what Alderman Lopez had to say in regards to talking to the abutters I think is an important part of it. And making sure that they are comfortable with what is going in there, because a lot of them are service-based companies and some of them are non-profits. So I think you know off the top of my head from having talked to many of them, obviously the number one issue is parking. And the second one is obviously the interruption of business while the project is going on. But you know, I tend to be the type of person that is very, I tend to, my first reaction to anything that is new is usually "no" unless it is something that either is a desire of mine or something that has been hoped for in the City. But I think that it is through discussions and things like that and basically coming to terms with people's questions and their concerns and trying to answer them and go through that I think is a worthwhile endeavor. So I am glad that we are going to table this and my mind will remain open particularly if we can get the abutters on board.

Chairman Dowd

Thank you, Alderman Clemons.

MOTION BY ALDERMAN O'BRIEN TO TABLE RESOLUTION R-20-028 ROLL CALL

A viva voce roll call was taken which resulted as follows:

Yea: Alderman Clemons, Alderman Schmidt, Alderman Jette, Alderman Wilshire
Alderman O'Brien, Alderman Dowd 6

Nay: 0

MOTION CARRIED

GENERAL DISCUSSION

Alderman Wilshire

Not really discussion, I just wanted to thank Director Cummings and Director Marchant, Director Kates and everyone who is just doing so much out there to keep the City safe and moving as much as we can and I really appreciate all their efforts. Tonight was a good meeting, so thank you all.

Chairman Dowd

I just want to make one note that earlier this evening I was on the Police Commissioner's Meeting on-line and they made note to thank all the City Divisions for their cooperation during this pandemic. They said that everyone is working together very diligently and doing it in a great manner and everyone is helping out. He also wanted to thank, the Chief wanted to thank the public and the non-profits that are providing them, almost on a daily basis, with masks and shields and other PPE equipment, because they are going through it quickly. All crime is down about 20%, the only thing that has risen is suicides. But the Police are working diligently with the right agencies to see what they can do to swing that in the right direction.

Also, Director Cummings can you make sure that that presentation is given to Donna Graham so it can be part of the minutes. Any other General Discussion? Alderman Jette?

Alderman Jette

Yeah, I just want to thank the Mayor for coming, I don't know why Alderman Wilshire didn't thank him as well, but thank you Mayor for coming.

Chairman Dowd

I can tell you that the Mayor is working day and night as well.

Mayor Donchess

Well I am glad to join you.

REMARKS BY THE ALDERMEN

Alderman O'Brien

I'd like to thank my other Budget Committee Members and to everybody that has shown up and gave a very

good testimony tonight. I think one thing that got kind of brought up, particularly with the School Street Project, Nashua is starting to lose a lot of its linear type of space. And coming from the Fire Department, I know the Fire Department can handle vertical type of fires and vertical type of structures. If Director Marchant ever wants to contact me and look into the future of raising what I think is now seven stories and if we look to go more vertical than that, I think having a vertical stance in this City would not be a bad idea. So if we want to open up that particular discussion because we are starting to lose our linear footprints. Maybe it is time to think vertical so here we go.

Chairman Dowd

Thank you everybody for coming out tonight. Our next meeting on the Budget Committee is Wednesday and it is the Police Department. It is the only thing on the Agenda, please review their budget and be ready to discuss it. It is quite complicated but we will be there to talk about it. And tomorrow night of course is the Board of Aldermen meeting. I think we have some agendas. We do have a couple things by the way tomorrow that we will be addressing that are COVID requirements that will need immediate action so we want to be prepared to take action to help us with the things that need to be handled because of the pandemic.

POSSIBLE NON-PUBLIC SESSION - None

ADJOURNMENT

MOTION BY ALDERMAN O'BRIEN TO ADJOURN BY ROLL CALL

A viva voce roll call was taken which resulted as follows:

Yea:	Alderman Clemons, Alderman Schmidt, Alderman Jette, Alderman Wilshire Alderman O'Brien, Alderman Dowd	6
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Nay:		0
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MOTION CARRIED

The meeting was declared closed at 9:14 p.m.

Alderman-at-Large Michael B. O'Brien, Sr.
Committee Clerk

ACCOUNT	ACCOUNT DESCRIPTION	2020	2020	2020	2020	2021	2021
		ORIGINAL BUDGET	AVAILABLE BUDGET	ACTUAL THRU 03/31/2020	UNEXPENDED 03/31/2020	DEPT REQUEST	MAYOR PROPOSED
55 - OTHER SERVICES							
55118	TELEPHONE-CELLULAR	\$ 112,956	\$ 112,956	\$ 77,950	\$ 35,006	\$ 118,010	\$ 118,010
55200	DUES AND MEMBERSHIPS	124,325	132,114	82,360	49,754	126,750	126,750
55307	MILEAGE REIMBURSEMENTS	115,840	114,266	61,212	53,054	122,070	122,070
55400	CONFERENCES AND SEMINARS	179,105	177,544	98,470	79,075	188,495	188,495
55523	RIGHT OF WAY FEES	5,500	5,500	-	5,500	5,500	5,500
55699	OTHER CONTRACTED SERVICES	281,190	<u>308,285</u>	<u>229,249</u>	<u>79,035</u>	<u>276,332</u>	<u>276,332</u>
	SUBTOTAL		<u>\$ 850,665</u>	<u>\$ 549,241</u>	<u>\$ 301,424</u>	<u>\$ 837,157</u>	<u>\$ 837,157</u>
61 - SUPPLIES & MATERIALS							
61100	OFFICE SUPPLIES	256,394	<u>\$ 256,490</u>	<u>\$ 160,392</u>	<u>\$ 96,097</u>	<u>\$ 275,233.0</u>	<u>\$ 275,233</u>
	TOTAL		<u>\$1,107,154</u>	<u>\$709,633</u>	<u>\$397,521</u>	<u>\$1,112,390</u>	<u>\$1,112,390</u>
			100%	64%	36%		



RESOLUTION

ESTABLISHING AN EXPENDABLE TRUST FUND FOR APPROPRIATIONS FOR PARKING RELATED EXPENDITURES

In the Year Two Thousand and Nineteen

RESOLVED by the Board of Aldermen of the City of Nashua that pursuant to NH RSA 31:19-a, the City of Nashua hereby establishes an expendable trust fund for parking related expenditures. It is the intention of the City that annual appropriations into this trust fund will be presented in the annual budget beginning with the proposed FY2021 annual budget. The Mayor or the Economic Development Director is appointed as the agent to expend. Any balance remaining in the expendable trust fund at each fiscal year end will not lapse or be closed out to the General Fund, but will remain in this expendable trust fund.

LEGISLATIVE YEAR 2019

RESOLUTION: R-19-154

PURPOSE: Establishing an expendable trust fund for appropriations for parking related expenditures

SPONSOR(S): Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

FISCAL NOTE: Establishes a restricted fund to account for appropriations designated for a specific purpose. For each annual budget beginning with FY2021, it is intended that an amount will be proposed to be appropriated into this expendable trust fund for parking related expenditures via a transfer from the general fund. For FY2019, there will be a request to fund this expendable trust fund through the escrow process.

ANALYSIS

This resolution establishes an expendable trust fund for parking related expenditures. The annual amount that will be proposed to be transferred will be determined by subtracting the actual expenses incurred in the parking enforcement department from the actual parking enforcement revenues. The time frame for the calculation of the amount shall be January 1st to December 31st. The balance in the expendable trust fund will not lapse at the conclusion of each fiscal year and will be carried forward. RSA 31:19-a provides for an annual accounting and report of the activities of the trust.

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

Financial Services Division

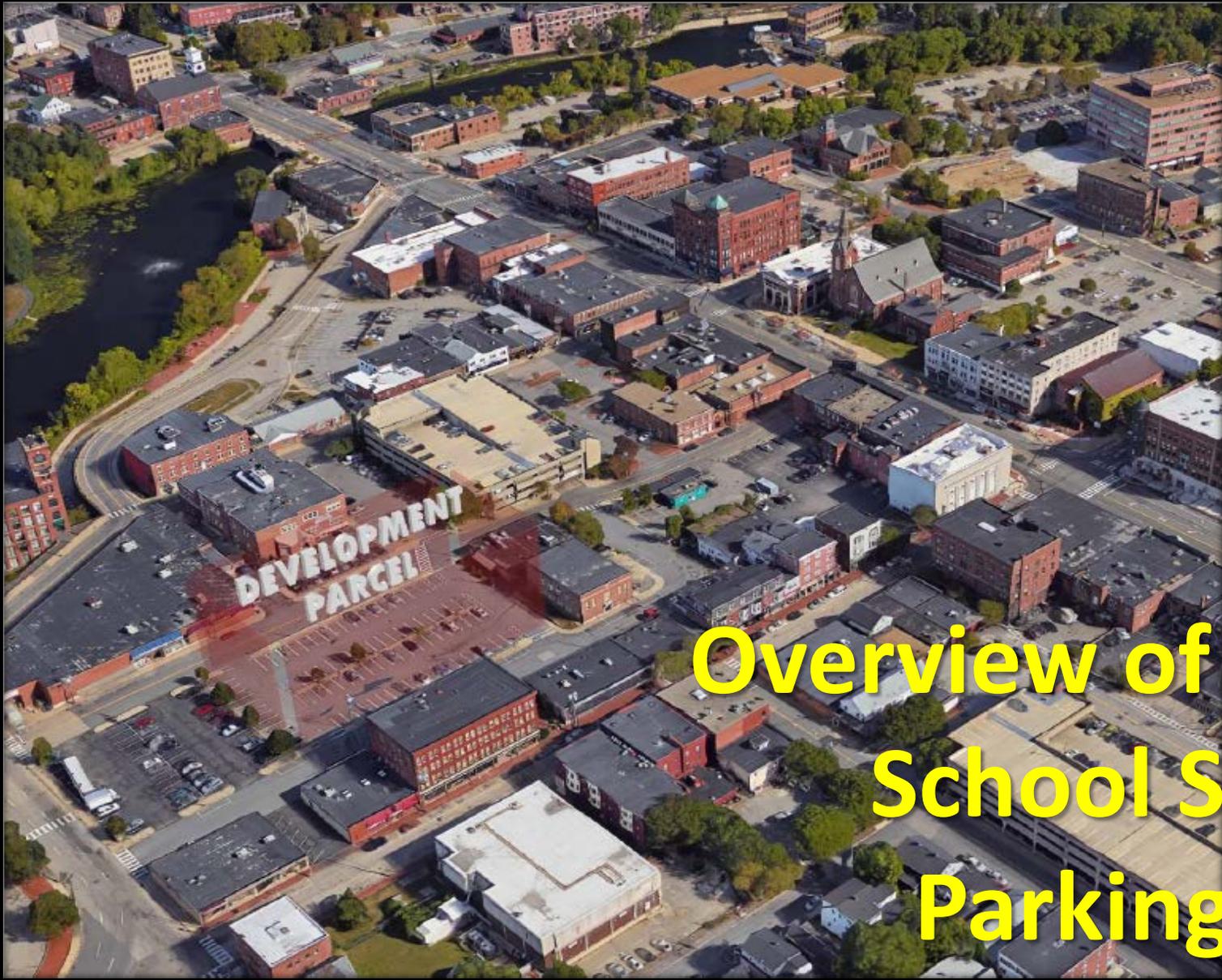
By: _____

Approved as to form:

Office of Corporation Counsel

By: _____

Date: _____



**Overview of R-20-028
School Street
Parking Lot**



Major Takeaways

- **150 Apartments**
- **\$900,000 is the purchase price**
- **There is a Design Review Process**
- **\$100,000 provided by city to assist with offsite infrastructure, i.e. Look to create more parking on School Street**
- **Developer will pay City \$1.35MM over 5 yrs. to provide future downtown parking**
- **Allow for ability to lease 150 parking spaces for 50 yrs**
- **First 10 years at \$50/per space per month or up to \$90K a year**
- **Development Has An Outside End Date of Feb 1st 2021**

“Building 150 new housing units within the heart of our downtown creates a win-win for both our economy and for our residents. People choose to live in a downtown for the convenience of being able to walk to their favorite places, as well as for a sense of community — and people are now craving community more than ever. There is something to be said about being able to walk to your favorite coffee shop in the morning, and being able to walk home from dinner at night. The proposed units in the School St parking will bring us the foot traffic we need within our downtown to bring us one step closer to creating the kind of downtown we all want: full of life, a bustling economy, and a strong sense of unity and community.”

**Jessica dePontbriand, Owner
Ja Ja Belles**

“ This is a no brainer. Nashua needs more housing in general and in the downtown in particular. This is another sign Nashua is doing the right thing and we should all be supportive of this development”

**Steve Ruddock, Owner
Riverwalk Cafe**

“As a downtown business owner it would be very exciting to have more clients who live close to downtown and can enjoy all the unique experiences downtown Nashua has to offer.”

**Svetlana, Owner
WineNot Boutique**

Assessment Projections

Site	Value	Units	Per Unit Value
Lofts 34	\$26,610,500	200	\$133,052
Riverside Residents	\$18,114,100	152	\$119,178
		Average Unit Value	\$126,115

$\$126,115 \times 150 \text{ units} = \$18,917,250$ (projected value)
 $(\$18,917,250/1000) \times \$21.76 =$

\$411,639 per year projected tax revenue

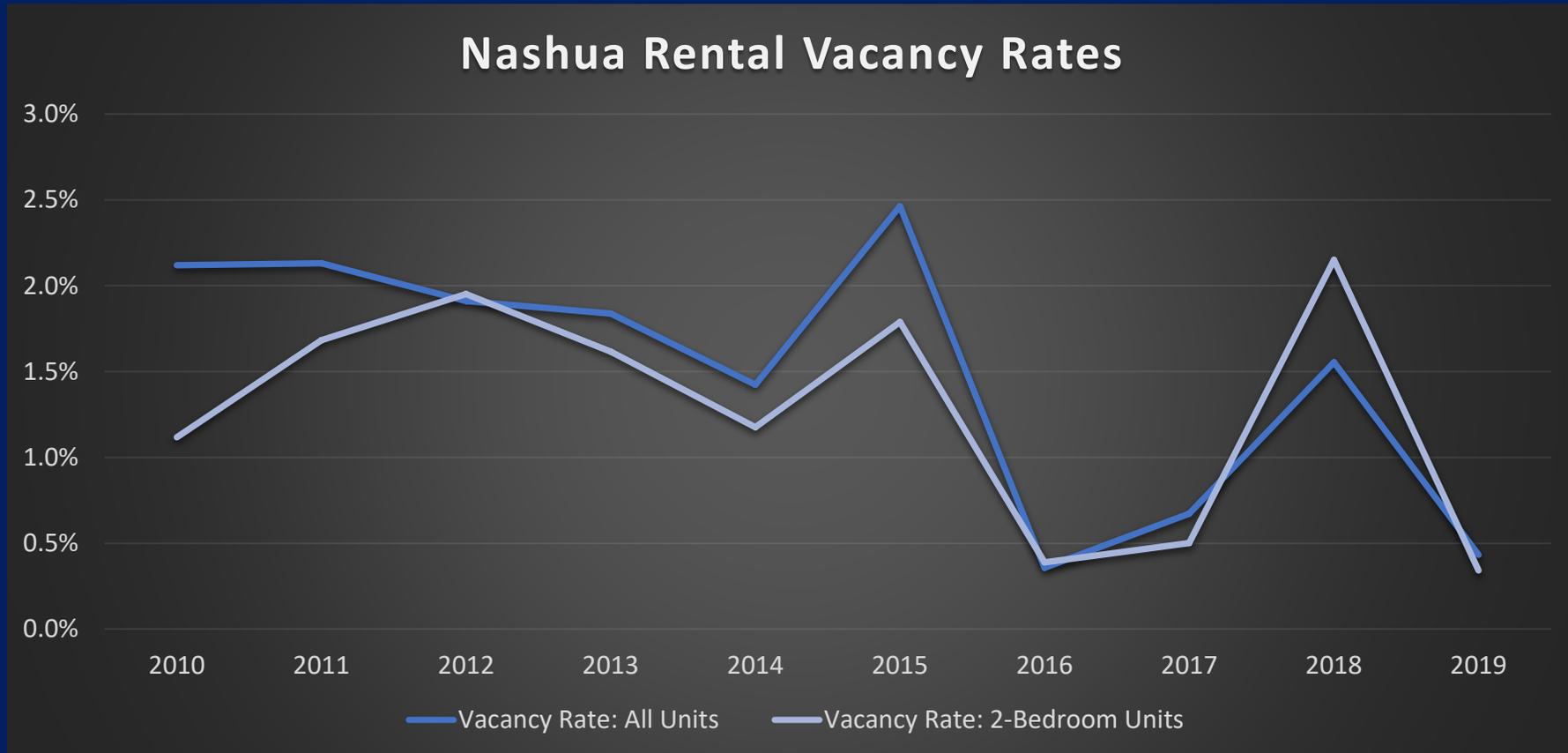
Parking Revenue (School)

- 2019 \$21,495.99
- 2018 \$22,734.42
- 2017 \$24,433.99
- 2016 \$19,417.97
- 2015 \$15,511.84
- Average \$20,718.84

High St Garage Occupancy

- 1/21 (Tuesday Night) – 20%
- 1/22 (Wednesday Night) – 19%
- 1/23 (Thursday Night) – 18%
- 1/31 (Friday Night) – 26%
- 2/1 (Saturday Night) – 27%
- Average Weekday: 19%
- Average Weeknight: 26.5%

The vacancy rate in Nashua is 0.3% for a two bedroom. A healthy vacancy rate is around 5%.



Increasing the supply of housing units downtown will provide needed households to support our Main Street businesses, increasing density where we have the infrastructure to support new development.

