

A special meeting of the Board of Aldermen was held Monday, May 17, 2021, at 7:00 p.m. via teleconference.

President Lori Wilshire presided; Deputy City Clerk Allison Waite recorded.

Prayer was offered by Deputy City Clerk Allison Waite; Alderman Patricia Klee led in the Pledge to the Flag.

### President Wilshire

As President of the Board of Aldermen, 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:

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

*To access Zoom, please refer to the agenda or the City's website for the meeting link.*

*To join by phone dial: 1-929-205-6099      Meeting ID: 825 1383 1135      Passcode: 373407*

*The public may also view the meeting via Channel 16.*

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](http://www.nashuanh.gov) and publicly noticed in the Nashua Telegraph, City Hall, and the Nashua Public Library.

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

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.

City Clerk Lovering 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 12 members of the Board of Aldermen present: Alderman Michael B. O'Brien, Sr., Alderman Patricia Klee, Alderwoman Shoshanna Kelly, Alderman Richard A. Dowd, Alderman June M. Caron, Alderman Benjamin Clemons (arrived at 7:05 p.m.), Alderman David C. Tencza, Alderwoman Elizabeth Lu, Alderman Ernest Jette, Alderman Jan Schmidt, Alderman Brandon Michael Laws, Alderman Linda Harriott-Gathright, Alderman Wilshire.

Alderman Thomas Lopez and Alderman Skip Cleaver were recorded absent.

Mayor James W. Donchess, Corporation Counsel Steven A. Bolton were also in attendance.

President Wilshire

As is usual and customary this being a public hearing of the Budget Committee, I will turn over the public hearing to the Chair of the Budget Review Committee Alderman Dowd.

Chairman Dowd

Thank you. Tonight we have a public hearing on R-21-134 relative to the supplemental appropriation of \$30,000 of unanticipated revenue into Department #160 Public Works Administration & Engineering. Who is here from the City to explain that? Director Marchant.

Sarah Marchant, Director of Community Development

Good evening. Thank you everyone. I do know that City Engineer Dan Hudson is here as well but even though this is four engineering funding, I would like to speak first. These funds are largely to help with private development review that the city undergoes as part of the Land Use Board process, mainly Planning Board, sometimes some of the other boards as well and the good news is that we have a lot going on and we have for quite a while. We are sustained a significantly higher number of applications coming in this spring and there is no end in sight. While our Engineering Department is doing everything they can to keep up, we are falling further behind pushing applicants further and further out from when they can have their turn in front of the Planning Board to get plans approved.

In addition, we have some complicated plans that are coming through that require a lot of time and effort and so because of this and in an effort to try to be a bit proactive before we are utterly drowning, I am before you to ask for some appropriations of funding into this account for Public Works which they have an in place contract with HTA to be able to sub out some of the smaller work for Planning Board review which is a normal practice and enabled by State law so that we can keep ahead of applications and make sure that we keep our development pipeline open and on track to make sure people can build when they need to. We have tough winter season deadlines and we also then benefit from the increased tax value to the city as these projects move forward. Significantly more than the dollars that we're asking to be entered in this fund. That is a quick summary. I'm happy to answer questions.

I can give you a very quick average. We normally look at between 6 and 8 applications coming through at one time in the past couple of years. We are currently been averaging over 10 and as high as 21. We have 17 in the pipeline right now active. If you have tried to have an application get through recently, you'll know that the timelines are being pushed out a bit and we can't even get through the Planning Board agendas fully. We are working very hard to keep everybody moving but we do need a little bit of help before it gets significantly backed up. I'm happy to answer questions.

Chairman Dowd

Alderman Tencza

Alderman Tencza

Thank you Mr. Chairman. Director Marchant thank you for bringing this to us. Is there anything else we can be doing to help streamline the process so that – I know in the recent past we have changed the ordinance so that people don't necessarily have to go back to your office or in front of the Planning Board for approvals of things. Is this a long-term problem that we should be looking kind of more broadly at than just trying to push people through the process more quickly?

Sarah Marchant, Community Development Director

I think that's a great question. There are two parts to that. Yes there are certainly the changes that we've made to allow for administrative review and approval to not force somebody into the Planning Board

timeline have saved the applicant's time and energy but it's still the same coordination process for planning and engineering. They're still reviewing these plans. We have to make sure they still comply with city ordinances, the drainage, the stormwater, and the landscaping and so there is still significant staff time involved. It just helps the applicant to avoid the Planning Board. While that does take one step out of it, those are still in our que and they're still actively things that we need to prioritize time to get these applications through. I don't know that there's anything at this moment. I truly hope that this is a kind of a good sign of the moment, and of the times, and of the economy and the low interest rates. Certainly we can ask Engineer Hudson as well but I don't think that this is a long-term problem at this point. I think it's a blip which is why we've asked for this funding. I do think by the fall we will slow down again. If that is not the case, I certainly will be looking to come back to you with a longer term solution but I think if interest rates rise as they say they might later this year and as we get closer to the winter season, we should level out again. This is an effort to stay ahead of it until we don't push people out past construction season.

Chairman Dowd

All set Alderman Tencza?

Alderman Tencza

Yes thank you.

Chairman Dowd

Yes I just want to give a shout out to the Planning and Engineering Departments for all they're doing with the middle school project. They have been great, very responsive, and there were two reasons I'd like to see this passed. One is I don't want that to have anything interfering with that great support we're getting, and two, all of these things add to the tax base which is very positive for us.

Alderman Jette

Director Marchant you – so this is labeled “unanticipated revenue” so from what you said, it sounded like we're getting because there are increased applications we're getting more revenue from the application fees than we anticipated and you're just taking that revenue and applying it to subcontracting out some of the work that has to be done so it's kind of a wash. Am I understanding that correctly?

Sarah Marchant, Community Development Director

That's not the source of funding we're using but yes the money we collect in application fees is higher than anticipated. That goes directly to the general fund and it is not on both sides of the balance sheet. Yes that money goes to the general fund. We have increased revenues coming in this year and you'll see that in the budget book. These dollars are coming from unanticipated revenue from the purchase of the Burke Street property and I see Director Cummings nodding along and I think he would be the best to explain where that unanticipated revenue is coming from.

Chairman Dowd

Director Cummings would you like to add?

Tim Cummings, Director of Economic Development

Yes thank you Chairman Dowd. For the record, Tim Cummings, Director of Economic Development. As Director Marchant correctly stated, the source of funds for this particular expenditure we identified over the last few months we have been getting about \$10,000 for basically an option that the perspective purchaser of the Burke Street property had been paying the city. We're going to take this revenue which was

unanticipated and dedicate it to this expenditure. Ultimately what this means is this expenditure is not going to be paid for by the property tax base.

Chairman Dowd

Also since this is unanticipated revenue that was not in the Mayor's budget for FY2021, that's why we're having a public hearing and need ten votes to pass this. All set Alderman Jette?

Alderman Jette

Yes, thank you.

Chairman Dowd

Anyone else have a question? Seeing or hearing no one, I'll open up the public hearing. I'll now take testimony in favor of R-21-134. Is there anyone that would like to speak in favor of this?

### **PUBLIC HEARING**

#### **R-21-134 - RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF \$30,000 OF UNANTICIPATED REVENUE INTO DEPARTMENT #160 "PUBLIC WORKS ADMINISTRATION & ENGINEERING"**

#### **TESTIMONY IN FAVOR**

Chairman Dowd

Seeing and hearing no one, I will close the testimony in favor and I'll take testimony in opposition to R-21-134. Is there anyone that would like to speak in opposition of this Resolution?

#### **TESTIMONY IN OPPOSITION** - None

Chairman Dowd

Seeing and hearing no one, I'll move on once again to testimony in favor of R-21-134. Seeing and hearing no one, I'll move on to testimony in opposition to R-21-134.

#### **TESTIMONY IN FAVOR** - None

#### **TESTIMONY IN OPPOSITION** - None

Chairman Dowd

Seeing and hearing no one, I'll declare the public hearing on R-21-134 closed at 7:14 p.m. and we are going to go right into the budget meeting as soon as Alderman O'Brien makes his motion.

### **ADJOURNMENT**

#### **MOTION BY ALDERMAN O'BRIEN THAT THE MAY 17, 2021, SPECIAL MEETING OF THE BOARD OF ALDERMEN BE ADJOURNED, BY ROLL CALL**

A viva voce roll call was taken to adjourn the Board of Aldermen meeting which resulted as follows:

Yea: Alderman O'Brien, Alderman Klee, Alderwoman Kelly, Alderman Dowd,  
Alderman Caron, Alderman Clemons, Alderman Tencza,

Alderwoman Lu, Alderman Jette, Alderman Schmidt, Alderman Laws,  
Alderman Harriott-Gathright, Alderman Wilshire

13

Nay:

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**MOTION CARRIED**

The meeting was declared adjourned at 7:16 p.m.

Attest: Allison Waite, Deputy City Clerk