

BUDGET REVIEW COMMITTEE

MAY 21, 2007

A meeting of the Budget Review Committee was held Monday, May 14, 2007 at 9:45 p.m. in the Aldermanic Chamber.

Alderman-at-Large David W. Deane, Chair, presided.

Members of Committee present: Alderman-at-Large Fred S. Teeboom, Vice Chair
Alderman-at-Large James R. Tollner
Alderman Greg Williams
Alderman Richard P. Flynn
Alderman Daniel L. Richardson
Alderman Mark S. Cookson

Members of Committee absent:

Also in attendance: Maureen Lemieux, Div. Director, Administrative Services
Carol Anderson, Chief Financial Officer/Comptroller

COMMUNICATIONS

From: Susan K. Lovering, Ald. Legislative Manager
Re: Amendment to R-07-193

**MOTION BY ALDERMAN DEANE TO ACCEPT AND PLACE ON FILE
MOTION CARRIED**

TABLED IN COMMITTEE

**MOTION BY ALDERMAN DEANE TO TAKE FROM THE TABLE R-07-193
MOTION CARRIED**

R-07-193

Endorsers: Alderman Richard LaRose
Alderman Marc W. Plamondon

**ESTABLISHING AN EXPENDABLE TRUST FUND FOR PROJECTS DESIGNED
TO REDUCE FOSSIL FUEL USE AND GREENHOUSE GAS EMISSIONS IN CITY
FACILITIES AND APPROPRIATING \$20,000 INTO THE FUND BY TRANSFER FROM
ACCOUNT 534-32020 "ELECTRICITY, STREET LIGHTING"**

MOTION BY ALDERMAN DEANE TO AMEND R-07-193 IN ITS ENTIRETY BY REPLACING IT WITH THE GOLDEN ROD COPY DRAFTED BY CORPORATION COUNSEL PLACED ON OUR DESKS THIS EVENING

ON THE QUESTION

Alderman Teeboom

I want to make sure that I understand that we are using the right one. Mine says Amendments prepared by Corporation Counsel and underneath that says now includes amendment made in committee. Is that the one?

Chairman Deane

That is the one.

Alderman Teeboom

We have to correct that further Mr. Chairman. Both of them say including amendment made by committee.

Chairman Deane

This will be included with the paperwork we turn in.

Alderman Teeboom

Just to be clear – it is the one that says amendments prepared by corporation counsel – now includes amendment made in committee and contains the words any expenditure shall only be for items, which provide a cost payback within five (5) years.

MOTION CARRIED

**MOTION BY ALDERMAN DEANE TO RECOMMEND FINAL PASSAGE AS AMENDED
MOTION CARRIED**

**MOTION BY ALDERMAN DEANE TO TAKE FROM THE TABLE 0-07-97
MOTION CARRIED**

O-07-97

Endorsers: Mayor Bernard A. Streeter
Alderman-at-Large David W. Deane
Alderman-at-Large James R. Tollner
Alderman-at-Large David Rootovich

ADOPTION OF PROPOSED FY08 MERIT SALARY SCHEDULE

MOTION BY ALDERMAN DEANE TO AMEND O-07-97 BY REPLACING IT WITH THE AMENDED VERSION ACCEPTED AT THE JOINT MEETING OF THE BUDGET REVIEW AND PERSONNEL ADMINISTRATIVE AFFAIRS COMMITTEE

ON THE QUESTION

Alderman Teeboom

Are you going to further amend to refer the document or would that be a separate motion?

Chairman Deane

We will make it a separate motion.

MOTION CARRIED

MOTION BY ALDERMAN DEANE TO RECOMMEND FINAL PASSAGE AS AMENDED AND TO REFER TO THE PERSONNEL ADVISORY BOARD, HUMAN RESOURCE MANAGER, ADMINISTRATIVE SERVICES DIRECTOR, AND MAYOR IN ACCORDANCE WITH NRO 2303 OF THE NASHUA REVISED ORDINANCES

ON THE QUESTION

Alderman Teeboom

It says for their review and comment. This means if it goes to the Board and has a lot of comments it will have to go back to committee.

Chairman Deane

The whole premise behind this was getting the ball rolling here. We will send it forward, will wait for the Personnel Advisory Board to review it, will get their comments back, and ...

Alderman Teeboom

Do we expect any other comments from the Mayor other than the ones we have received from you so far?

Maureen Lemieux

As I can recall there was only one sentence that I may be concerned about, but I really need to go back and take a look at it, and make sure there is nothing else.

Alderman Teeboom

You are the Director of Administrative Services and the Acting Human Resource Manager. You deal with the Mayor so the only one that we haven't dealt with are the members of the Personnel Advisory Board.

Maureen Lemieux

We are meeting with them tomorrow morning.

MOTION CARRIED

GENERAL DISCUSSION

Alderman Flynn asked how the compensation package would work for the merit employees on July 1st if the legislation did not pass. Mrs. Lemieux responded the merit max payments would not be made if this legislation we not to pass. She went on to say the amount that would have been given as the “step 13” she would need to ask Legal as it has always been the practice to disburse the monies in the first pay period of the fiscal year. Alderman Flynn asked for a communication to the Full Board should it appear as though timing will become an issue.

Mrs. Lemieux responded to the e-mail she had received from Alderman Flynn relating to the salaries in the Mayor’s Office. She stated that everyone with the exception of the Mayor is on the grid. She stated the former Executive Assistant who is now the Administrative Assistant has gone from a grade 14/step 10 to a grade 16/step 5 as is in accordance with the grid. Because this has happened in the month of May and is a promotion, this individual is not entitled to another step on July 1st. The Executive Assistant position is a grade 14 and the individual is being compensated on step 1. The former Administrative Assistant was a grade 16/step 4 and that person is now the Economic Development Assistant, and being compensated on an hourly basis, same grade and step, but on an hourly basis as opposed to a salary basis.

Alderman Deane asked if the Economic Development Assistant position was a created position. Mrs. Lemieux stated at the moment there are 1 full time and two part-time positions. The Economic Development Assistant position is only scheduled to be filled through August 11th. Alderman Deane asked again if that was a new position. Mrs. Lemieux’s response was that she is of the belief it is somewhat of a new position.

Alderman Flynn stated that is not the way he understood it to be. He asked if the position that was at 14/10 should have had a merit max adjustment in the budget book for next year. Mrs. Lemieux stated he was correct it was a 13/12 with a bonus – it is now a 16/5, and with the extra jump it is a 16/6. The salary effective July 1st will be \$56,383, which represents the \$1,000 increase.

Mrs. Lemieux informed the committee the mail messenger van broke down a few months back, and she has now received word it is irreparable. She stated she believes another van has been located for \$9,995. She is hopeful she will be able to find sponsors to transfer money from the H.R. Department into the Purchasing Department for the purchase of the van.

Alderman Richardson asked if the repair estimate could be provided. Mrs. Lemieux stated she will see if it is available.

PUBLIC COMMENT - None

ADJOURNMENT

MOTION BY ALDERMAN TOLLNER TO ADJOURN
MOTION CARRIED

The meeting was declared closed at 10:12 p.m.

Alderman Daniel Richardson
Committee Clerk



RESOLUTION

ESTABLISHING TWO EXPENDABLE TRUST FUNDS, ONE FOR APPROPRIATIONS AND THE OTHER FOR DONATIONS, FOR PROJECTS DESIGNED TO REDUCE FOSSIL FUEL USE AND GREENHOUSE GAS EMISSIONS IN CITY FACILITIES AND APPROPRIATING \$20,000 INTO ONE FUND BY TRANSFER FROM ACCOUNT 534-32020 "ELECTRICITY, STREET LIGHTING"

CITY OF NASHUA

In the Year Two Thousand and Seven

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 (account #916-5382-6115) for the purpose of funding projects designed to reduce fossil fuel use and greenhouse gas emissions in City facilities and appoints the City of Nashua Green Team as the agent to expend under RSA 31:19-a. Any expenditure shall only be for items which provide a cost payback within five (5) years. The sum of \$20,000 is hereby appropriated by transfer from Account 534-32020 "Electricity, Street Lighting" into said fund. Any balance remaining in this expendable trust fund at each fiscal year end will not lapse or be closed out to the General Fund, but will remain in the fund.

In addition, the City of Nashua hereby establishes an expendable trust fund (account #916-5383-6115) for the purpose of accepting contributions to fund projects designed to reduce fossil fuel use and greenhouse gas emissions in City facilities and appoints the Green Team as the agent to expend under RSA 31:19-a. Any balance remaining in this expendable trust fund at each fiscal year end will not lapse or be closed out to the General Fund, but will remain in the fund.

In the event the Green Team is awarded grants, a special revenue account will be established (account #316-6115). Acceptance of grants would require separate action by the BOA.