

From the Office of
MAYOR JIM DONCHESS
CITY OF NASHUA

229 Main Street
P.O. Box 2019
Nashua, NH 03061



T: (603) 589-3260
F: (603) 594-3450
nashuamayor@nashuanh.gov

February 12, 2025

To: Daniel Healey, City Clerk
Tim Cummings, Director, Administrative Services
Liz Hannum, Director, Economic Development
John Griffin, Chief Financial Officer
Steve Bolton, Corporation Counsel
Bobbie Bagley, Director, Public Health and Community Services
Matt Sullivan, Director, Community Development
Jennifer McCormack, Director, Library
Kevin Rourke, Chief of Police
Steve Buxton, Chief, Nashua Fire Rescue
Lisa Fauteux, Director, Public Works
Dr. Mario Andrade, Superintendent of Public Schools
Emily Martuscello, Director, Emergency Management

CC: Kevin Burgess, Chairman, Board of Fire Commissioners
James Tollner, Chairman, Board of Police Commissioners
Linda Laflamme, Chairman, Board of Library Trustees
Jennifer Bishop, President, Board of Education

Re: FY2026 Budget Preparation

Dear Directors, Chairmen, and Commissioners:

Our City continues to face financial strains related to wages and benefits, downshifted costs from the state, much-needed capital improvements, and increased procurement costs for essential goods and services needed for our operations. The uncertainty surrounding future state and federal aid only adds to this budgetary pressure. Given these challenges, we need to control costs to the best of our ability and deliver services at a manageable cost to our taxpayers.

The budget team members led a discussion on the FY26 budget at the Budget Review Committee on Monday evening. The purpose of this meeting was to give an overview of current budget challenges and potential impacts, the capital improvement process, and scenario planning.

For the sake of discussion, this included a draft budget scenario utilizing a 3.5% departmental guideline without adding any new positions. With this guideline, the team explained that our FY26 budget would increase by 5.6%. The Budget Review Committee indicated they would not support a budget that led to this increase. **Given this feedback, I request that each department submit its proposed budget with an increase of no more than 3.0%. Further, I ask that no new positions be added to the proposed budget.**

I recognize that adhering to this guideline will be challenging for all our departments. Therefore, it is essential that we thoroughly evaluate our budgets as we collaborate to pinpoint cost-saving opportunities and effectively prioritize our resources.

Thank you in advance for your time and cooperation in developing your FY2026 proposed budgets.

Sincerely,

A handwritten signature in cursive script, appearing to read "Jim Donchess".

Jim Donchess
Mayor, City of Nashua

cc: Board of Aldermen