

*From the Office of*  
**MAYOR JIM DONCHESS**  
CITY OF NASHUA

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February 20, 2024

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: FY2025 Budget Preparation

Dear Directors, Chairmen, and Commissioners,

As you know, the City of Nashua is facing ongoing budgetary pressures, impacting wages, benefits, and essential goods and services needed to maintain efficient and effective operations.

We must work together to identify cost-saving opportunities, prioritize resources effectively, and lay the groundwork for long-term financial stability. Therefore, I am requesting that each department submit their proposed budget with an **increase of no more than 4.0%**. This guideline is not meant to reflect limitations of your individual departments, but rather our collective commitment to a stronger City.

Thank you in advance for your time and cooperation in developing your respective FY2025 proposed budgets.

Sincerely,

A handwritten signature in cursive script that reads "Jim Donchess".

Jim Donchess  
Mayor, City of Nashua

cc: Board of Aldermen