

PERSONNEL/ADMINISTRATIVE AFFAIRS COMMITTEE

SEPTEMBER 5, 2023

7:00 PM

Aldermanic Chamber

ROLL CALL

PUBLIC COMMENT

COMMUNICATIONS

INTERVIEWS

Ethics Review Committee

John Fisher (new appointment - alternate)
21 Indiana Drive
Nashua, NH 03060

Term to Expire: June 13, 2026

Cultural Connections Committee

Lynne Boyer (new appointment)
9 Northfield Road
Amherst, NH 03031

Term to Expire: September 30, 2024

APPLICATION TO LICENSE HAWKER'S, PEDDLER'S, ITINERANT VENDOR'S LICENSE

APPOINTMENTS BY THE MAYOR

Ethics Review Committee

John Fisher (new appointment - alternate)
21 Indiana Drive
Nashua, NH 03060

Term to Expire: June 13, 2026

Cultural Connections Committee

Lynne Boyer (new appointment)
9 Northfield Road
Amherst, NH 03031

Term to Expire: September 30, 2024

Donna Marceau (re-appointment)
37 Pinewood Road
Hudson, NH 03051

Term to Expire: February 28, 2026

Zoning Board of Adjustment

A John (Jay) Minkarah (re-appointment)
13 Mount Pleasant Street
Nashua, NH 03064

Term to Expire: September 11, 2026

UNFINISHED BUSINESS

NEW BUSINESS – RESOLUTIONS

NEW BUSINESS – ORDINANCES

O-23-057

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Patricia Klee
Alderman-at-Large Melbourne Moran, Jr.
Alderman Richard A. Dowd
Alderwoman-at-Large Gloria Timmons
Alderman-at-Large Lori Wilshire

UPDATING THE ORDINANCE REGARDING THE PERFORMING ARTS CENTER BOARD OF TRUSTEES

TABLED IN COMMITTEE

O-22-031

Endorsers: Alderman Derek Thibeault
Alderman-at-Large Melbourne Moran, Jr.
Alderman-at-Large Ben Clemons
Alderman Alex Comeau
Alderman Tyler Gouveia
Alderman June M. Caron
Alderwoman-at-Large Gloria Timmons
Alderwoman-at-Large Shoshanna Kelly

INCREASING THE VETERANS' OPTIONAL AND ALL VETERANS' TAX CREDITS

- Re-tabled at 04/03/2022 meeting

PUBLIC COMMENT

GENERAL DISCUSSION

REMARKS BY THE ALDERMEN

ADJOURNMENT

John C. Fisher 21 Indiana Drive
Nashua, NH 03060

Profile:

A community-oriented law enforcement professional with 30+ years of experience with proven leadership, investigative, and administrative skills including:

- Policy Development & Administration
- Analytical Problem Solving
- Scheduling & Prioritization
- Facilitating Regional Response

Career Path

Bedford Police Department

Chief of Police 2022-Present

- Manage department of 30 full-time and 20 part-time members with a budget of \$4.2M, providing public safety for a diverse population.
- Manage Emergency Dispatch Center for the Police, Fire, and Ambulance agencies

Carlisle Police Department

Chief of Police and Emergency Management Director 2011-Present

- Responsible to Select Board for effective management of the Department
- Serve regionally as Control Chief for the Northeastern Massachusetts Law Enforcement Council (NEMLEC) where 63 cities and towns share specialty units

Nashua Police Department 1989-2011

Bureau Captain, Lieutenant/Divisional Supervisor, Sergeant, Detective, Patrolman

- Served 23 years at a *CALEA*® accredited agency
- Served and led at a police department with 179 sworn members and 75 civilians

Education and Training

Master of Public Administration, University of New Hampshire 2003-2006

- Pi Sigma Alpha Graduate
- Top Second Year Student Award

New Hampshire Police Academy, 87th Academy 1989

- Outstanding Graduate Award

Bachelor of Science in Education, Plymouth State University 1981-1985

Military Service and Campus Policing

United States Coast Guard Reserve	1981-1987
Plymouth State University Police Department	1982-1986

Community Involvement

Bishop Guertin High School, Varsity Boys' Basketball Coach 2003-07, '19-23

- Division 1, N.H. Basketball Coach of the Year 2019-2020 Season

Nashua Soup Kitchen & Shelters Inc., Board of Directors 1991-2019

Boys and Girls Club of Nashua Inc., Board of Directors 1998-2004

Alvirne High School, Varsity Basketball Coach 1997-2003

- Class L, N.H. Basketball Coach of the Year 2000-2001 Season

Instructional Experience

Adjunct Instructor, Roger Williams University 2008-2020

- Taught "*Leading Community Problem Solving*" in First Line Supervisor Course
- Taught "*Data Analysis, Planning, & Project Management*" in Managers' Course

Adjunct Faculty, Rivier University 2007-2011

- Taught undergraduate courses in the Criminal Justice Department

New Hampshire Police Standards & Training

- Teach "*Community Problem Solving*" at Police Supervisor's Course 2009-Present
- Served as Cadre for 112th session of the New Hampshire Police Academy

Current Law Enforcement Boards

NERAC, Northeast Homeland Security Regional Advisory Council, Vice-Chair

- Responsible for Homeland Security Planning for 85 communities

Securing the Cities Executive Board, Boston Police Department

- Work to help the region build an enduring radiological detection network

Lynne Boyer

9 Northfield Road, Amherst, NH 03031



Redaction of private email address pursuant to 91-A:5,IV, confidential information and disclosure would constitute invasion of privacy

Redaction of private telephone number pursuant to 91-A:5,IV, confidential information and disclosure would constitute invasion of privacy

QUALIFICATIONS

Detail oriented, creative and cause-driven leader with proven success in program and youth development, relationship building, leading others and fiscal management.

PROFESSIONAL EXPERIENCE

YMCA OF GREATER NASHUA

Executive Director of Youth Development

February 2019-Current

Responsibilities:

- Oversee association Aquatics, After School Childcare, Sports as well as continuation of Achievement programming.
- Implementation of Character Development Learning Institute into youth programs.
- Continue to meet with school representatives to expand Achievement programs as well as support and help to grow Power Scholars Academy and strategic initiatives to offer both programs in more communities.

Leadership:

- Supervise Aquatics team, After School and Sports programs, including 5 Program Directors.
- Lead diversity and inclusion initiatives for the association including offering trainings and other resources, sponsoring of events and hiring procedures
- Serve as a Living Our Cause champion, guiding the association to becoming more cause-driven.

Fiscal Management and Development:

- Responsible for creating and maintaining 9 individual budgets equaling over 1.7 million.
- Maintain multiple grants both through the Y as well as in collaboration with school districts.

Director of Community Impact and Social Responsibility

September 2016 – February 2019

Responsibilities:

- Consistently met with community and school representatives in surrounding areas to identify ways the YMCA can assist in their needs and wants.
- Developed strategies to better our sense of diversity and inclusion through facilitating new initiatives and training.
- Worked directly with our Grant Writer to identify applicable grants and supply information.
- Oversaw YMCA's Togetherhood initiative, working with volunteers to directly address community need through member-led service projects.

Leadership:

- Supervised the Y Achievement Center Director and two Achievement Coaches through leadership and guidance to implement programming in the Hudson, NH community.
- Led and supervised two facility camps as well as a teen leadership summer program.
- Supervised the Volunteer Coordinator and developed key ways to identify, recognize and sustain over 300 volunteers for the association including implementing new data base system to better record hours and engage volunteers.
- Played key role in development of next strategic plan for the association.

Fiscal Management and Development:

- Led the staff portion of the 2016-17 Annual Campaign.
- Directed annual fundraising event which engaged staff and members as well as community sponsors.

Lynne Boyer

9 Northfield Road, Amherst, NH 03031

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September 2003-September 2016

Arts and Humanities Director

Responsibilities:

- Directly responsible for creating an Arts and Humanities program serving 500 students annually.
- Managed all aspects of Arts and Humanities programming including dance, theater, music and art.
- Lead facility-based day camp programs.

Leadership:

- Directly supervised, coached and developed over 25 staff and volunteers.
- Played a key role in the effort to define and spread the culture of our workplace that has redefined the way we hire, evaluate and celebrate our place of work.
- Served as Event Director for the annual dance recital overseeing 300 dancers, 30 volunteers and \$12,000 in revenue.

Fiscal Management and Development:

- Successfully created and managed a \$300,000 budget.
- Co-chair of the 2015-2016 Annual Campaign resulting in \$150,000 solicited.
- Led staff campaign of two separate Capital Campaigns resulting in over \$40,000 raised.

EDUCATION

Bachelor of Arts in Theater Arts

Castleton University, Castleton, VT 1998

Achievements

Successfully completed and maintained YMCA Organizational Leader status	Current
Certified YUSA Trainer for Living Our Cause	Current
President YPN Chapter 5	2018-2021
YMCA Executive Preparatory Institute Graduate	2017
Leadership Greater Nashua Graduate Class of 2018	June 2018
Diversity and Cultural Competency Trainer in partnership with DHHS	Current

References

Joe Manzoli; COO, YMCA of Greater Nashua

Tiffany Joslin; Program Director, YMCA of Greater Nashua

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Lynne Boyer, Executive Director of Youth Development at the YMCA of Greater Nashua, has been working with youth in our communities for 24 years in many capacities. After serving as a camp counselor and dance instructor at the Y, Lynne went on to start a full time Arts and Humanities program at the association, something that had never been done full time before and she started from the ground up. In the role of Arts and Humanities Director Lynne was responsible for serving over 350 youth annually in dance, theater and arts. This also included running the annual recital which was held in the city of Nashua each spring.

After serving in that role for 13 years Lynne became the Director of Community Impact and Social Responsibility where she took on the lead for community achievement programs as well as the Diversity and Inclusion initiatives of the organization. In that role Lynne worked closely with local school districts and began forming a Diversity and Inclusion committee that would focus on how welcoming the association was as well as how to expand their efforts in that area.

In 2019 Lynne became the Executive Director of Youth Development for the association and now continues to oversee youth programming such as Aquatics, Sports, Swim Team and more as well as continues to work on the efforts that now fall under the renamed JEDI (Justice Equity Diversity and Inclusion) committee.

Lynne is passionate about youth development and the arts and well as the JEDI work at the Y but also in the community.



ORDINANCE

UPDATING THE ORDINANCE REGARDING THE PERFORMING ARTS CENTER BOARD OF TRUSTEES

CITY OF NASHUA

In the Year Two Thousand and Twenty-Three

The City of Nashua ordains that Part I “Administrative Legislation”, Chapter 5 “Administration of Government”, Article XIII “Generally”, § 5-59.1 “Performing Arts Center Board of Trustees” of the Nashua Revised Ordinances, as amended, be hereby further amended by deleting the struck-through language and adding the new underlined language as follows:

“§ 5-59.1. ~~Performing Arts Center~~ Nashua Center for the Arts Board of Trustees.

- A. A Board of Trustees for the ~~Performing Arts Center~~Nashua Center for the Arts is hereby established. The Board shall have full control of the City’s use of the ~~Performing Arts Center~~Nashua Center for the Arts at 201 Main Street, Nashua, subject to any operating or other agreement entered into by the City prior to the formation of the Board of Trustees, which is to be used as, but not limited to, a performing arts venue, a community building, and a space for any other appropriate use approved by the Board of Trustees.
- B. The ~~Performing Arts Center~~Nashua Center for the Arts Board of Trustees shall consist of nine members, the majority of whom are either residents of Nashua or employed in Nashua. The Mayor of Nashua or the Mayor's designated representative shall be a member of the Board of Trustees, and the Mayor of Nashua shall appoint the remaining members of the Board of Trustees, subject to confirmation by the Board of Aldermen. The initial Board of Trustees, except the Mayor or the Mayor's designated representative, shall hold office according to the following timetable: one to hold office for one year; one to hold office for two years; two to hold office for three years; two to hold office for four years; and two to hold office for five years. After the initial Board of Trustees terms have expired the term of office for each Trustee shall be five years. Vacancies will be filled by the Mayor and confirmed by the Board of Aldermen. The Board of Trustees shall meet at least annually on the ~~first Monday~~second Friday in February. Five members shall constitute a quorum for the exercise of power and performance of duties. The Trustees shall receive no compensation for their services.

- C. The ~~Performing Arts Center~~Nashua Center for the Arts Board of Trustees shall manage the property and all business affairs of the ~~Performing Arts Center~~Nashua Center for the Arts including but not limited to overseeing expenditures. The Board of Trustees may employ such personnel as it deems necessary to operate and maintain the ~~Performing Arts Center~~Nashua Center for the Arts. The Board of Trustees may also apply and accept for the benefit of the ~~Performing Arts Center~~Nashua Center for the Arts grants, gifts, devises and bequests, as may be made to it or to the City for the purpose of increasing or improving the ~~Performing Arts Center~~Nashua Center for the Arts. The Board of Trustees is also authorized to take and hold any grant, gift, bequest or devise of property upon trust, real properties excluded, to apply the principal or the income thereof in any manner it sees fit in accordance with its best judgment and which will promote the purpose for which the ~~Performing Arts Center~~Nashua Center for the Arts is established.
- D. The ~~Performing Arts Center~~Nashua Center for the Arts Board of Trustees shall make and execute all such rules and regulations for its government, the preservation of property under its charge and the use and management thereof, as it may from time to time deem necessary or expedient.
- E. The ~~Performing Arts Center~~Nashua Center for the Arts Board of Trustees shall present an annual report to the Mayor and Board of Aldermen including but not limited to a listing of all receipts and expenditures, a statement of any unexpended balance of money it may have, and of grants, gifts, bequests or devises it may have received and is holding on behalf of the City. Any disposal of real estate shall be governed by the Mayor and Board of Aldermen.”

All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

This ordinance shall become effective upon passage.

LEGISLATIVE YEAR 2023

ORDINANCE:

O-23-057

PURPOSE:

Updating the ordinance regarding the Performing Arts Center Board of Trustees

ENDORSERS:

Mayor Jim Donchess

**COMMITTEE
ASSIGNMENT:**

Personnel/Administrative Affairs Committee

FISCAL NOTE:

None.

ANALYSIS

This legislation amends the ordinance on the Board of Trustees for the Performing Arts Center at 201 Main Street, Nashua, by changing the name of the "Performing Arts Center" to the "Nashua Center for the Arts" and by changing the annual meeting date from the first Monday in February to the second Friday of February.

Approved as to form:

Office of Corporation Counsel

By: /s/Dorothy Clarke

Date: August 2, 2023