

**THE STATE OF NEW HAMPSHIRE
SUPERIOR COURT
HILLSBOROUGH, SS., SOUTHERN DISTRICT**

Docket No. **226-2026-CV-_____** 226-2026-CV-00724

Laurie A. Ortolano,
Petitioner

v.

City of Nashua
and
Matthew Sullivan, in his official capacity as Director of Community Development,
Respondents

**PETITION FOR DECLARATORY AND INJUNCTIVE RELIEF PURSUANT TO RSA
CHAPTER 91-A AND PART I, ARTICLE 8 OF THE NEW HAMPSHIRE
CONSTITUTION**

INTRODUCTION

1. Petitioner requested identifiable governmental records from the City of Nashua. The City acknowledged the requests and then repeatedly represented that Community Development required additional time to search for them. Months passed. Community Development did not complete the searches and did not produce the records.

2. Those searches are not difficult. Upon information and belief, the records Petitioner requested are maintained in a small number of clearly labeled folders on Community Development's own shared drive, organized by program and grant year. The 14 Mulberry Street file is kept at Community Development > Urban Programs > Lead 2020 > Projects Completed > 14 Mulberry. HUD status correspondence is kept in the Lead 2020 folder and the Lead 2020 quarterly reports folder, and closeout records are kept in the Lead 2020 closeout documents folder. The application for the City's 2024 Lead Hazard grant, including a document titled "Grant

Narrative” that states the staff time percentages at issue in Count IV, is kept at S:\Urban Programs\Lead Hazard Grant -2024 \$7.7M.

3. In another request, the City closed the request after producing only a portion of the records requested. Four days later, the City issued a memorandum containing calculations so precise that they necessarily had to be derived from source information already in the City’s possession.

4. Those facts are established principally through the City’s own records, attached as *Exhibits 8 through 17*.

5. Accordingly, this case does not require the Court to decide whether the City violated HUD regulations, whether federal grant funds were improperly administered, whether any City employee engaged in misconduct, or whether Petitioner’s concerns regarding those matters ultimately prove correct.

6. The Court need decide only what RSA Chapter 91-A requires it to decide:

Did the City conduct reasonable searches and timely produce existing responsive governmental records, or lawfully deny access to them?

7. On the record presented, the City cannot answer that question merely by pointing to the number of extension notices it generated. An extension notice is not a search. A future deadline is not production. And repeatedly stating that Community Development requires additional time does not establish that Community Development conducted a search reasonably calculated to locate the requested records.

8. RSA Chapter 91-A exists to permit citizens to examine governmental conduct while that information remains capable of informing public oversight. The statute cannot serve that

purpose if a governmental agency may indefinitely substitute serial extension notices for completion of a reasonable search.

PARTIES

9. Petitioner Laurie A. Ortolano resides at 41 Berkeley St., Nashua, NH 03064.

10. Respondent City of Nashua is a municipal corporation and a public body and public agency within the meaning of RSA 91-A:1-a.

11. Respondent Matthew Sullivan is the City's Director of Community Development. Community Development administers the City's lead hazard control program, including the Lead 2020 grant, and maintains the program records at issue in this Petition. Respondent Sullivan is named, in his official capacity, as the official responsible for Community Development's records and as the official who presented to the Board of Aldermen the approximately \$40,000 figure described in Count IV. His place of employment is 229 Main Street, Nashua, NH 03062.

JURISDICTION AND VENUE

12. This Court has jurisdiction under RSA 91-A:7, which authorizes any person aggrieved by a violation of RSA Chapter 91-A to petition the superior court for injunctive relief, and under RSA 491:22, which authorizes declaratory relief.

13. Venue is proper in the Southern District of Hillsborough County because the City of Nashua is located in this district and the records at issue are maintained here.

14. Under RSA 91-A:7, a petition is sufficient if it states facts constituting a violation of the chapter, and proceedings under the chapter are to be given high priority on the court calendar. Petitioner requests a prompt hearing.

LEGAL STANDARD

15. RSA 91-A:4, IV establishes a straightforward framework. When a reasonably described governmental record is immediately available, it must be made available. When it is not, the public agency must, within five business days, either produce the record, deny the request, or provide a written statement identifying the time reasonably necessary to determine whether the request will be granted or denied and the reason for the delay. RSA 91-A:4, IV(b).

16. If access is denied in whole or in part, RSA 91-A:4, IV(c) requires the agency to identify the specific exemption authorizing withholding and briefly explain how that exemption applies.

17. The statute authorizes a statement of the time reasonably necessary. It does not authorize an agency to select its own completion date and then move it indefinitely. Each extension must reflect time actually and reasonably necessary to complete the determination, and the reason given must relate to the work the request requires.

18. The adequacy of a governmental search is judged by a standard of reasonableness. *ATV Watch v. N.H. Dep't of Transp.*, 161 N.H. 746, 753 (2011). The relevant inquiry is not whether additional documents might theoretically exist, but whether the agency's search was reasonably calculated to discover the requested documents. *Id.* The agency must show beyond material doubt that it conducted such a search, a burden it may meet through relatively detailed, nonconclusory affidavits submitted in good faith. *Id.* Only after the agency meets that burden does the burden shift to the requester. *Id.*

19. This distinction matters here. Petitioner does not contend that every unsuccessful search violates RSA Chapter 91-A. She contends that Respondents must demonstrate that a reasonable search actually occurred, as *ATV Watch* requires.

20. Nor does Petitioner ask the Court to order the City to create a record that does not exist. RSA 91-A:4, VII does not require a public body to compile, cross-reference, or assemble information into a form in which it is not already kept or reported. Where Petitioner seeks accounting or payroll records, she seeks only existing source records actually maintained or used by the City.

21. Part I, Article 8 of the New Hampshire Constitution provides that the public's right of access to governmental proceedings and records shall not be unreasonably restricted. An open-ended cycle of extensions, unaccompanied by a completed search, is an unreasonable restriction of that right.

BACKGROUND 14 MULBERRY ST.

22. On March 27, 2026, the Mayor signed a Purchase and Sale Agreement to acquire 14 Mulberry Street, a Civil War-era residential property. Closing was set for April 28, 2026. The City introduced a purchase resolution and a bond resolution to fund the acquisition and renovations.

23. The acquisition became publicly controversial. Records access was critical given the compressed timeline. The City did not respond to records requests during this period.

24. At a public hearing, the City disclosed an estimated \$4.5 million renovation cost for a 3,000-square-foot home. The property's intended use as a resource center and transitional housing for the homeless population fueled the controversy.

25. Approximately ten days before closing, Petitioner discovered a 2024 lead paint abatement on the property, performed under a federal HUD grant with a three-year recapture period. The City had not disclosed this obligation to the public. It was not addressed in the Purchase and Sale Agreement.

26. Petitioner wrote to the Board of Aldermen and City leadership requesting a new public hearing, citing the undisclosed financial exposure: taxpayers could be liable to reimburse HUD if the City failed to comply with the grant's terms.

27. On April 28, 2026, the Board held a 90-minute nonpublic session and voted 6-6 and the vote failed.

28. The deed restriction and recapture issue was never addressed in public session. It was ignored. Petitioner's April 16, 2026 Right-to-Know request sought to determine whether the City had complied with the recapture obligation.

29. On May 20, 2026, Nashua Ink Link ran a digital article titled, "After Online Allegations, Records show HUD Raised Concerns About Nashua Lead Grant Conference Attendance."

FACTS CONSTITUTING VIOLATIONS OF RSA 91-A

COUNT I: RTK 26-276, 14 MULBERRY STREET RECORDS

30. On April 16, 2026, Petitioner submitted a four-part RTK request to Dir. Sullivan seeking records regarding the recording of a deed restriction for a Lead Paint Abatement performed under a HUD grant. *Ex. 1.*

31. The request sought records concerning the recording of a deed restriction associated with federally funded lead-hazard work at 14 Mulberry Street.

32. On April 27, 2026, the City acknowledged the request, 26-276, *Ex. 2.*

33. It did not complete it.

34. Instead, between April and September 2026, the City repeatedly extended the response date nine times. Its notices moved the anticipated completion date successively through May, June, July, August, and ultimately September 30, 2026. *Ex. 2.*

35. The explanations relied upon generalized references to staff schedules, vacations, and holidays. None identified any feature of the request itself that required additional time.

36. The City's own request history identifies the same unresolved department throughout that period: Community Development.

37. That fact matters because Community Development administers the program from which the requested records arise.

38. Finance completed its search. Corporation Counsel completed its search. Community Development did not.

39. The records are not hard to find. Upon information and belief, Community Development maintains the 14 Mulberry Street project file on its shared drive at Community Development > Urban Programs > Lead 2020 > Projects Completed > 14 Mulberry, a subfolder named for the property.

40. Upon information and belief, on July 30, 2024, the City's Lead Program Manager submitted the grantee report for 14 Mulberry Street. Copies of that report are maintained in three places: Finance, Community Development, and HUD's Healthy Homes Grants Management System ("HHGMS"). The City's HHGMS unit work records list 14 Mulberry Street, Units 1, 2, and 3.

41. Finance's own accounting records identify the project by address. The City's AC290 Transaction Listings for activity group 1092.20, Urban Programs, covering the June 1 through June 30, 2024 account period and generated on August 2, 2024 and again on March 6, 2025, carry two activities designated "Mulberry St, 14": activity 1092.20.15.65 and activity 1092.20.30.65. Under activity 1092.20.30.65, account 54210, Construction Services, the listings

record a June 24, 2024 accounts payable posting of \$15,000.00 to Dad's Abatement LLC. The same listings record lead inspection and risk assessment charges under activity 1092.20.20.60.

COUNT II: RTK 26-363, HUD STATUS AND REPAYMENT RECORDS

42. On May 18, 2026, Petitioner submitted two-part RTK request seeking all HUD correspondence designating the City as "red" or "green" status from 2021 through 2026, and all records documenting any repayment of funds connected to the City's red status placement. *Ex. 3.*

43. The request covered the period from 2021 through 2026. It sought HUD correspondence concerning the City's compliance or risk status during that period and records documenting any repayment associated with that status.

44. The City's own request history, 26-363, establishes what followed. The City repeatedly extended the request. Its current anticipated completion date is September 30, 2026. *Ex. 4.*

45. Again, Community Development remained the unresolved department.

46. On July 28, 2026, the Mayor's Office produced one HUD communication, *Ex. 5*

47. The City itself acknowledged that the document fell outside the requested date range. No other records responsive to RTK 26-363 have been produced.

48. Responsive records exist, fall within the requested period, and were in Community Development's possession. They include the following.

49. On Monday, September 8, 2025, at 11:09 a.m., Loyedi M. Gedeon, HUD Grant Officer (Loyedi.M.Gedeon@hud.gov), emailed Respondent Sullivan, marked high importance, under the subject line "NHLHD043120 - City of Nashua - Grant De-obligations and Closeout." The email copied Yolanda A. Brown, Jonnette H. Simmons, Sacsheen Scott, Janet Graziano, and Katerina Liti. It attached a file titled "NHLHD0431-20 City of Nashua HUD-1044 Amend 5

Deob.pdf” (230 KB) and asked Respondent Sullivan to review the amendment, have the City’s Authorizing Official complete section 19 with printed name, date, title, and signature, and return the signed form to HUD by email.

50. The attachment is a HUD Form 1044 Assistance Award and Amendment, Amendment No. 5, for grant NHLHD0431-20, the City’s 2020 Lead Hazard grant. It reflects previously obligated HUD funding of \$5,000,000.00 in Lead funds and \$700,000.00 in Healthy Homes funds, de-obligates \$111,802.99 in Lead funds, and reduces the total HUD amount to \$5,588,197.01 and the total instrument amount to \$5,868,057.01. It states that if HUD did not receive a response within three business days, by September 11, 2025, the grant would be administratively closed. HUD’s Grant Officer digitally signed it on September 8, 2025.

51. On September 18, 2025, HUD’s Office of Lead Hazard Control and Healthy Homes issued a memorandum from Sacsheen Scott, Government Technical Representative, to Loyedi Gedeon, Grant Officer, through Jonnette Simmons, Director, Grants Services Division, and Yolanda Brown, Director, Programs Division, captioned “High-Risk Designation Request for City of Nashua (NHLHD0550-24).” The memorandum requests that the City’s grant NHLHD0550-24 be placed on high-risk status based on lack of communication and failure to submit required final closeout deliverables, which resulted in the administrative closeout of NHLHD0431-20. It provides that the designation will remain in effect until the City meets all benchmarks for three consecutive quarters, including a quarterly assessment score of 71 or above, and that failure to comply will result in termination of the grant under 2 C.F.R. Part 200. It imposes special conditions due within 5 to 15 days of receipt, including grant status reports and staffing updates identifying key personnel assignments.

52. Both records fall within the 2021 through 2026 period Petitioner specified, and both concern the City's standing with HUD. The first was addressed to Respondent Sullivan. The second documents the adverse designation Petitioner's request referred to as "red" status and ties that designation to the closeout and de-obligation reflected in the first. Upon information and belief, Community Development maintains the September 8, 2025 amendment in its Lead 2020 closeout documents folder and HUD status correspondence in its Lead 2020 and Lead 2020 quarterly reports folders. Neither record has been produced.

COUNT III: RTK 26-277, COMMUNITY DEVELOPMENT GRANT RECORDS

53. The City's handling of RTK 26-277 presents an additional problem.

54. Petitioner submitted a four-part request on April 19, 2026, which requested: [1] sought records identifying all properties receiving Community Development grants from 2020 through 2024, including a property list, grant agreements, and any recorded liens or restrictive agreements; [2] sought environmental review records for those grant properties, including records identifying who performed the Tier I and Tier II environmental reviews, and records related to Director Sullivan's April 15, 2026 statement that \$1.2 million in funds could not be accessed due to the environmental review requirement. [3] sought records explaining why the City obtained a HUD Release of Funds for the Lead Hazard Reduction/Healthy Homes program but not for the CDBG program, including HUD correspondence and internal City communications on the subject. [4] sought the signed Lead Abatement Grant Agreement for 14 Mulberry Street and an explanation for why no HUD-required lien was recorded following completion of the lead abatement work, despite recording of the abatement certificate in September 2024. *Ex. 6.*

55. The City opened the request, 26-277, on April 20. On April 27, the City extended its response until May 29. It was not until May 29, the extended response date itself, that the City requested clarification. Even then, the clarification concerned Request 1 only. *Ex. 7*

56. The City did not identify comparable ambiguity in Requests 2, 3, or 4. Those requests concerned separately identified categories of records, including environmental review records, HUD correspondence, and a particular grant agreement.

57. On September 9, 2026, Petitioner responded to the City's request for clarification. The Court therefore need not decide whether the City's clarification of Request 1 was permissible.

COUNT IV: RTK 26-556 AND 26-599, THE \$39,721.24 CALCULATION

58. Count IV presents the clearest documentary issue.

59. On July 29, 2026, Petitioner submitted a RTK request seeking records supporting the City's approximately \$40,000 expenditure request under R-26-048, including payroll information, the calculation used to derive the amount, and an employee-by-employee breakdown. *Ex. 8.*

60. The approximately \$40,000 figure predated the request. On July 27, 2026, Respondent Sullivan presented that figure to the Budget Review Committee as the basis for the requested appropriation, in R-26-048. *Ex. 9.*

61. On August 5, 2026, the City closed RTK 26-556 after producing three paycheck records. *Ex. 10.*

62. Those records totaled \$8,899, a fraction of the approximately \$40,000 at issue. *Ex. 12.* The City's closure did not state that no further responsive records existed and did not identify any exemption authorizing withholding. *Ex. 11.*

63. Four days later, on August 9, 2026, Dir. Sullivan issued his own memorandum concerning R-26-048. *Ex. 12.* That memorandum calculated the amount at \$39,721.24.

64. On August 10, 2026, Petitioner notified Dir. Sullivan and the Board of Aldermen that Request 26-556 was incomplete: only the paycheck portion of the three-part request had been answered, the payroll worksheet and calculation were not produced, and no explanation was given for the gap between \$8,899 in produced records and the \$40,000 requested. *Ex. 13.*

65. On August 11, 2026, Director Sullivan presented the \$40,000 justification to the Board of Aldermen. A Board member asked whether the figures involved misrepresentation or fraud; Director Sullivan denied this. *Ex. 14 (The minutes have not yet been transcribed.)*

<https://youtu.be/KFLoqJZqBws?si=hSTYeliQBv1NxWsh&t=5005>

66. In that presentation, Respondent Sullivan represented to the Board that one of the Lead program's employees, the Program Manager, was paid \$3,000 per week. *Ex. 14.*

67. The City's own payroll record contradicts that figure. The City's pay statement for the Program Manager for the pay period ending May 16, 2026, check number 00007781 dated May 15, 2026, drawn on the City's account at Citizens Bank, shows administrative pay of \$1,507.57 for 40.00 hours and a separate earned time payout of \$4,164.67 for 110.50 hours. Both entries reflect the same rate of approximately \$37.69 per hour. At that rate, a 40-hour week pays \$1,507.57, roughly half the \$3,000 weekly figure Respondent Sullivan gave the Board.

68. Respondent Sullivan's justification also allocated a second employee at 30% of that employee's time to the Lead grant. Upon information and belief, the City never submitted a key personnel change to HUD for that employee. The City knew how to make one: on December 18, 2025, the Mayor submitted a key personnel change for the Program Manager to HUD through HHGMS. The Grant Narrative, for its part, assigns the 30% FTE position to the Project Director,

which it states is filled on an interim basis by Respondent Sullivan, and charges only 10% of that time to the grant. The Petitioner filed a RTK request and received the 2024 grant application with this information.

69. On August 11, 2026, the Board of Aldermen voted to approve R-26-048. The figures Respondent Sullivan presented were the stated basis for the amount the Board approved. *Ex. 14.*

70. On August 12, 2026, Petitioner filed a RTK request seeking the HUD grant narrative and staffing budget, key-personnel change records, the basis for the 30% Lead Grant allocation, records substantiating the \$3,590.52 conference expense, HUD correspondence following the program audit, and the source accounting records for the August 9, 2026 memorandum. *Ex. 15.*

71. On August 19, 2026, the City extended the due date for Request 26-599 to August 27, 2026. *Ex. 16.*

72. On August 27, 2026, the City reported that Administrative Services and the Office of Corporation Counsel found no responsive records, while Community Development and Economic Development required additional time. The due date was extended to September 23, 2026. *Ex. 17.*

73. As of September 10, 2026, no records substantiating the 30% Lead Grant allocation, the \$3,590.52 conference expense, or the source accounting for the \$40,000 figure have been produced. *Ex. 17.*

74. The record that states the 30% figure exists. The City's application for its 2024 Lead Hazard grant includes a document titled "Grant Narrative." Upon information and belief,

Community Development maintains the Grant Narrative, with the other grant application documents, in its shared drive folder S:\Urban Programs\Lead Hazard Grant -2024 \$7.7M.

75. The Grant Narrative's key personnel section states the percentages directly. It lists the Project Director position, organizational title Urban Programs Manager, at 30% FTE. It states that the Project Director will charge only 10% of that time to the grant, and that the remaining 20% is match through CDBG. It states that the position is filled in an interim capacity by Respondent Sullivan, Community Development Director, City of Nashua. It budgets the position at \$0 in direct cost, \$12,547.10 in administrative cost, and \$112,851.94 in match. It lists the Program Manager position at 100% FTE.

76. A single search of the Community Development shared drive for the title "Grant Narrative" would have returned that document. Respondent Sullivan is named in it as the interim Project Director.

77. The key personnel change records Petitioner requested on August 12, 2026 also exist. On December 18, 2025, Mayor James W. Donchess wrote to Sacsheen Scott, Government Technical Representative, HUD Office of Lead Hazard Control and Healthy Homes, 451 7th Street SW, Room 8236, Washington, DC 20410, by submission through HHGMS only, under the reference "Key Personnel Change, Program Manager, NHLHD0550-24." The letter informed HUD that the City had reinstated Katerina Liti as the formal Program Manager for the lead remediation program under grant NHLHD0550-24, requested that the change take effect by December 22, 2025 or as soon as possible, stated that Ms. Liti had charged and would continue to charge 100% of her time to NHLHD0550-24, and directed questions to Respondent Sullivan at sullivanm@nashuanh.gov or 603-391-8489.

78. Both records bear directly on the percentage allocations in the August 9, 2026 memorandum. The Grant Narrative states the Project Director's 30% FTE and its 10% charge to the grant. The December 18, 2025 letter states the Program Manager's 100% charge to NHLHD0550-24. Neither has been produced.

ARGUMENT

COUNT I: Failure to Conduct a Reasonable Search Within a Reasonable Time (RSA 91-A:4, IV; N.H. Const. Pt. I, Art. 8)

79. RSA 91-A:4, IV(b) permits only the time reasonably necessary to determine whether a request will be granted or denied. The City extended its response ten times over more than four months, from April 27, 2026 to September 30, 2026. Each notice recited identical boilerplate, "staff schedules," "scheduled vacations," "holiday schedule", without identifying any case-specific obstacle. Repeated generic justification is not the individualized showing RSA 91-A requires.

80. Upon information and belief, the responsive records reside on Community Development's shared drive at Community Development > Urban Programs > Lead 2020 > Projects Completed > 14 Mulberry, a subfolder named for the property and accessible to any Community Development employee within seconds. The July 30, 2024 grantee report for the property is also held by Finance and in HHGMS. A search that takes seconds cannot reasonably require five months.

81. The City's current September 30, 2026 date does not render this Count premature. An agency's unilateral selection of a future date does not make that date reasonable, and a requester need not await a ten extensions before seeking enforcement of the statute.

82. Of the five departments assigned to this request, only Finance and the Office of Corporation Counsel have reported a result, both stating, in identical boilerplate, that no records exist "as identified and specified." Neither is the custodian of lead hazard control program records. Community Development Division ("CDD"), which administers the program, has been cited as needing more time in every extension notice from May 8, 2026 through September 3, 2026, and has never reported completing its search or produced a single record. The department most likely to hold the records has made no showing of diligence.

83. Finance's no records response is difficult to reconcile with its own system. Finance's AC290 Transaction Listings, generated August 2, 2024 and March 6, 2025, carry activities 1092.20.15.65 and 1092.20.30.65 under the designation "Mulberry St, 14," including the June 24, 2024 payment of \$15,000.00 to Dad's Abatement LLC. Upon information and belief, Finance also holds the July 30, 2024 grantee report for the property. Respondents should be required to explain what Finance searched and why records coded to the property by activity number were not identified.

84. Respondents should be required to answer a concrete evidentiary question: what did CDD actually search, and did that search include the Lead 2020 Projects Completed folder containing the 14 Mulberry subfolder? The Court should require Respondents to identify the custodians searched, repositories examined, electronic systems and shared drives queried, search terms used, dates searched, and the factual basis for each extension. If such a search occurred, Respondents may present that evidence. If it did not, another extension notice cannot supply the missing search.

85. The former CDD employee who administered the HUD lead hazard control grant has confirmed to Petitioner that no deed restriction was filed for 14 Mulberry Street because the

City never completed the required paperwork, a task outside her assigned duties. This corroborates the central premise of Petitioner's request: that the City did not comply with the recapture and deed-restriction requirements attached to its federal lead hazard control funds.

86. That employee was terminated in May 2026, shortly after raising internal concerns about the program. A second whistleblower complaint concerning her termination is pending before the New Hampshire Department of Labor. Days after her termination, Nashua Ink Link published an article drawing on information from Petitioner and presenting a one-sided account of the termination. *Ex. 18*. Records responsive to Petitioner's request bear directly on the same subject matter underlying that pending proceeding and article.

87. The City's unexplained, serially-extended failure to produce records from the one department that would hold them is consistent with institutional reluctance to disclose information corroborating noncompliance already identified by a former employee with direct knowledge of the program.

88. A citizen's right to records demonstrating a public body's compliance with a federal grant does not yield to the public body's internal personnel disputes. Whether or not the City's reluctance is connected to the pending whistleblower matter, RSA 91-A affords the public an unqualified right to test the City's grant compliance independent of any parallel employment dispute. The delay is consequential because 14 Mulberry Street may again become the subject of a City purchase, making the public's understanding of the City's grant-compliance history a matter of ongoing public interest.

89. Petitioner therefore alleges that Respondents failed to conduct and complete a reasonable search within a reasonable time as required by RSA 91-A:4, IV, and unreasonably restricted access in violation of Part I, Article 8.

COUNT II: Failure to Conduct a Reasonable Search Within a Reasonable Time (RSA 91-A:4, IV)

90. RSA 91-A:4 requires a public body to produce records within a reasonable time or state a specific, case-appropriate reason for delay. The City extended this request seven times over more than four months, from May 18, 2026 to September 30, 2026. Each extension cited generic language, "staff schedules," "on-going work of the City," "scheduled vacations", repeated near-verbatim across every notice. *Ex. 4.*

91. The request sought two defined categories: HUD correspondence designating the City's compliance status, and records of any repayment connected to red status. Upon information and belief, HUD communicates grant status by letter, and Community Development keeps those letters in its Lead 2020 folder and Lead 2020 quarterly reports folder; the September 8, 2025 HUD-1044 de-obligation amendment for NHLHD0431-20 is kept in the Lead 2020 closeout documents folder. Both categories are therefore held in defined, labeled folders within the department that has held this request since May.

92. The existence of status correspondence is not in dispute. Petitioner's own request states she saw a HUD "green" status letter in an online CDD folder, meaning the City itself already possessed and circulated at least one document squarely within the first category requested. The Petitioner located the letter conducting a random review of records on the City website and did not download the letter. At a later date, she was unable to located where she found it. A public body cannot reasonably claim four months are needed to locate a document it has already placed before its own Board.

93. Petitioner need not prove in this proceeding what HUD ultimately called the City's status. The purpose of the request is to obtain the records from which the public may determine

what occurred. The City's obligation under RSA 91-A cannot depend on Petitioner first proving the contents of records she is asking the government to disclose.

94. In over four months, the City produced exactly one record: a July 6, 2026 HUD email, which the City's own response states falls outside the requested date range. Ex. 5. The City has therefore produced zero documents responsive to either request item.

95. The production is more telling for what it omits. The City located a July 2026 HUD email outside the requested range, while the September 8, 2025 HUD-1044 de-obligation amendment, addressed to Respondent Sullivan, and the September 18, 2025 High-Risk Designation memorandum, both squarely within the requested range and subject, remain unproduced. A search reasonably calculated to locate HUD status correspondence from 2021 through 2026 would have found both. A search of the Lead 2020 closeout documents folder for the grant number NHLHD0431-20 would have found the first in seconds.

96. Community Development Division, the department holding the substantive HUD compliance correspondence, has been cited as needing additional time in every extension notice from June 12, 2026 through September 3, 2026, six consecutive notices, and has never reported completing its search of its own Lead 2020, quarterly reports, or closeout documents folders, or identified a single responsive record.

97. The City cannot rebut these facts because they are drawn entirely from its own request file: its own extension notices, its own boilerplate language, its own admission that the one document produced falls outside the requested timeframe, and its own prior disclosure of a HUD status letter to the Board establishing that the requested records exist and were in the City's possession. Four months of delay, resting on generic justification, producing no responsive record

for a document category the City is independently known to have held and to maintain in defined folders, is unreasonable under RSA 91-A:4 as a matter of the City's own record.

COUNT III: Failure to Process Unambiguous Requests While Seeking Clarification (RSA 91-A:4)

98. RSA 91-A:4 permits a public body to seek clarification of an unclear request. It does not permit the public body to wait five weeks to raise that question, or to withhold unrelated, clear requests while doing so.

99. The City received Request 26-277 on April 20, 2026. It took a full extension to May 29, 2026. Only on May 29, 2026, the extended due date itself, did the City raise any clarification question. Ex. 7. The claimed ambiguity, the scope of "Community Development Grant Properties," was apparent on the face of the request at receipt. It required no search and no exemption review to identify. Five weeks was not reasonably necessary to raise it.

100. The City's clarification request addressed Request 1 only. It did not address Requests 2, 3, or 4. Those requests named specific programs, a specific meeting and speaker, and a specific document. No ambiguity was ever identified as to any of them. Even assuming clarification of Request 1 was warranted, that does not explain why Requests 2, 3, and 4 could not be processed independently. A clarification request made on the last day of a self-selected extension, directed at one part of a four-part request, does not suspend the agency's obligations as to the parts it never questioned.

101. The City's own prior practice confirms this was unreasonable. In RTK 2025-185AS-LO, a ten-part request, the City responded within three weeks and processed each part individually: producing records for seven requests, finding no records for one, and seeking

clarification on only two. *Ex. 17.* The City did not withhold the clear requests while clarifying the unclear ones.

102. The City departed from its own practice here. It took five weeks to raise a single, obvious question, and it froze the entire request rather than producing records responsive to Requests 2 through 4, as it did in 185AS-LO. This was unreasonable under RSA 91-A:4.

COUNT IV: The City Possessed Detailed Backup for the \$40,000 Request and Should Have Produced It on Demand

103. The City's own August 9, 2026 memorandum shows the \$40,000 figure was not an estimate. It itemizes ten specific expense categories, each tied to a precise dollar amount, an exact date range, and in several instances a specific percentage of an employee's time (30% or 100%). The total, \$39,721.24, is calculated to the penny. It did not merely provide a rounded estimate; it contained precise dollar figures, date ranges, expense categories, and percentage allocations. *Ex. 12. (Aug. 9, 2026 Memorandum, R-26-048).*

104. A calculation this precise cannot exist without underlying source records, timesheets, payroll allocation worksheets, or a general ledger extract, from which each line item was derived. The City necessarily possessed these records no later than August 9, 2026, when the memorandum was prepared, and no later than August 11, 2026, when Director Sullivan presented the figures to the Board of Aldermen. *Ex. 14.*

105. Petitioner requested this same backup on July 29, 2026 (Request 26-556) and again on August 12, 2026 (Request 26-599), seeking the payroll worksheet, the employee-by-employee calculation, the basis for the 30% allocation, and the source accounting record for the memorandum. *See Exhibits 8, 17.*

106. The City has not produced this backup. Request 26-556 closed on August 5, 2026 with three paycheck records totaling approximately \$8,899, a fraction of the \$39,721.24 total, with none of the underlying worksheet or calculation. *Ex. 11*. Request 26-599 remains open, with a due date extended to September 23, 2026, more than six weeks after the memorandum was presented to the Board. *Ex. 17*.

107. The City cannot credibly claim it needs until September 23, 2026 to locate records that already existed, in finished form, on August 9, 2026. A document precise enough to itemize \$535.37 in benefits over a three-week leave period was prepared from records the City had in hand.

108. The same is true of the 30% allocation. The City did not need to compile anything to answer that part of Request 26-599. The percentage appears in the City's own Grant Narrative, filed in a labeled grant folder under a descriptive title, and that document names Respondent Sullivan as the interim Project Director. One search for the title "Grant Narrative" in S:\Urban Programs\Lead Hazard Grant -2024 \$7.7M would have produced it. Instead, Administrative Services and Corporation Counsel reported no records, and Community Development and Economic Development took another four weeks, for a document retrievable in seconds by its title.

109. Petitioner does not ask this Court to order the City to manufacture a spreadsheet merely because she would prefer one. See RSA 91-A:4, VII. She asks for something narrower: the existing governmental records from which the City derived the \$40,000 figure and its own \$39,721.24 calculation.

110. The compensation paid to public employees from public funds is a matter of public record. *Mans v. Lebanon Sch. Bd.*, 112 N.H. 160 (1972). Petitioner seeks the amounts paid and the computation of the appropriation, not the reasons for any employee's leave or the contents of any

personnel file. This distinction eliminates any legitimate dispute under RSA 91-A concerning creation of new records.

111. Either existing source records were used to calculate \$39,721.24, or they were not. If they exist and are non-exempt, they must be produced. If they exist and Respondents contend they are exempt, Respondents must identify the applicable exemption and explain the withholding as required by RSA 91-A:4, IV(c). If Respondents contend no such records exist, they should be required to explain through a knowledgeable witness how the City generated a calculation to the penny without them.

112. The memorandum also states the CDBG overage resulted from "discussions with HUD representatives," confirming the existence of HUD communications responsive to Petitioner's request. *Ex. 12*. The City has not produced any such communication.

113. The City did not merely fail to produce these records. Respondent Sullivan's presentation to the Board rested on at least two factual representations that the City's own records do not support: a \$3,000 weekly pay figure for the Program Manager, whose City pay statement reflects \$1,507.57 for a 40-hour week, and a 30% allocation to the Lead grant for an employee never designated to HUD through a key personnel change. Each representation was material. Each went directly to the amount of the appropriation the Board approved.

114. Upon information and belief, each was an intentional misrepresentation of a material fact, and the Board approved R-26-048 in reliance on them. He is the director of the department that administers the program and supervises its staff. He issued a calculation precise to the penny two days before the presentation. The City produced paycheck records to Petitioner on August 5, 2026, six days before the presentation. When a Board member asked him directly

whether the figures involved misrepresentation or fraud, he denied it. A director who can itemize \$535.37 in benefits over a three-week period knows the pay rate from which that calculation began.

115. Petitioner does not ask the Court to set aside R-26-048 or to adjudicate whether the appropriation was lawful, and relief under RSA 91-A:4 does not depend on this showing. The misrepresentation is pertinent for two reasons. First, it establishes why the source records matter and supplies a motive for their nonproduction: the payroll worksheet, the employee-by-employee calculation, and the basis for the 30% allocation are the records that would show what the figures actually were. Second, it bears directly on whether Respondent Sullivan acted in bad faith within the meaning of RSA 91-A:8, IV. An official who presents a legislative body with figures the underlying records do not support, and whose department then withholds those records for more than six weeks after the Board was asked to rely on them, has not acted in good faith under RSA Chapter 91-A.

116. What Respondents cannot do is close the underlying request, omit responsive existing records, rely upon a precise calculation derived from governmental information, and leave the public unable to inspect the records supporting that calculation. Those records are public records supporting a specific public expenditure request, and the City's delay in producing them is unreasonable under RSA 91-A:4.

**THE COURT CAN RESOLVE THIS CASE WITHOUT ENTERING ANY
COLLATERAL DISPUTE**

117. Respondents may attempt to redirect this proceeding toward disagreements concerning HUD, City personnel, Petitioner's motives, other litigation, or the substantive wisdom of municipal decisions.

118. None is necessary to decide this Petition. RSA Chapter 91-A does not condition public access upon whether the requester is correct about the governmental conduct being investigated.

119. Nor does the identity or motivation of the requester answer whether the governmental agency complied with its own disclosure obligations.

120. This Court therefore can resolve the Petition from an unusually clean record: the requests, the City's acknowledgments, the City's extension notices, the City's productions, the City's closure of RTK 26-556, and the City's subsequent \$39,721.24 memorandum.

121. Those documents either establish compliance or they do not.

122. Petitioner respectfully submits that they do not.

REQUEST FOR RELIEF

WHEREFORE, Petitioner respectfully requests that this Court:

- A. Schedule a prompt hearing on this Petition pursuant to RSA 91-A:7;
- B. Find that Respondents violated RSA 91-A:4 and Part I, Article 8 by failing to complete reasonable searches within a reasonable time, failing to produce existing responsive non-exempt governmental records, and closing a request without producing responsive records or providing the written basis required for withholding;
- C. Order Respondents, within 14 days, to complete the outstanding searches identified in this Petition, including searches of the Community Development shared drive locations identified in Counts I, II, and IV, namely Community Development > Urban Programs > Lead 2020 > Projects Completed > 14 Mulberry; the Lead 2020, Lead 2020 quarterly reports, and Lead 2020 closeout documents folders; and S:\Urban Programs\Lead Hazard Grant -2024 \$7.7M, including a title search for "Grant Narrative";
- D. Order Respondents to produce all existing responsive non-exempt governmental records located through those searches within 14 days after the searches are completed;
- E. Require Respondents, for every responsive record withheld in whole or in part, to identify the specific statutory exemption authorizing withholding and briefly explain its application;

- F. Require Respondents, as to any requested record they contend does not exist, to so state by affidavit of a knowledgeable custodian describing the locations searched, the methods used, and the dates of the search, consistent with *ATV Watch v. N.H. Dep't of Transp.*, 161 N.H. 746 (2011);
- G. Enjoin future violations and grant appropriate prospective relief under RSA 91-A:8, V if the Court finds that the violations proven at hearing warrant such relief;
- H. Award costs and any other relief authorized by RSA 91-A:8, I upon the findings required by that statute;
- I. Impose any individual remedy authorized by RSA 91-A:8, IV only upon the evidentiary showing and findings required by that provision; and
- J. Grant such other and further relief as justice and RSA Chapter 91-A require.

Respectfully submitted,

September 11, 2026

/s/Laurie Ortolano, Pro Se
Laurie A. Ortolano
41 Berkeley St.
Nashua, NH 03064
603-930-2853
laurieortolano@gmail.com

**Exhibit 1**

Laurie Ortolano <laurieortolano@gmail.com>

Right-to-Know Request – 14 Mulberry Street (Lead Program Compliance).

1 message

Laurie Ortolano <laurieortolano@gmail.com>

Thu, Apr 16, 2026 at 2:00 PM

To: "Sullivan, Matthew" <sullivanm@nashuanh.gov>, Mayor Jim Donchess <nashuamayor@nashuanh.gov>, "Cummings, Tim" <cummingsT@nashuanh.gov>

Good afternoon,

Pursuant to New Hampshire RSA 91-A I am requesting access to and copies of any and all records related to the lead hazard control project conducted at 14 Mulberry Street, Nashua, NH, which was reportedly deleaded on or about May 5, 2024.

Specifically, I am requesting the following:

All documents reflecting whether a deed restriction, lien, or affordability/use restriction was prepared, executed, or recorded in connection with this project, including but not limited to any Lead-Based Paint Hazard Control Program (LBPHC) requirements.

Any closing documents, grant agreements, homeowner agreements, or program participation agreements executed by the property owner in connection with the receipt of federal lead hazard control funds.

Any internal communications, memoranda, or correspondence discussing the requirement (or waiver) of a three-year recapture provision, including repayment obligations to the City of Nashua or the U.S. Department of Housing and Urban Development (HUD) upon sale or transfer of the property.

Any documentation demonstrating compliance with HUD regulations regarding recapture, affordability periods, or enforcement mechanisms for federally funded lead hazard control activities.

Any explanation or internal determination as to why no deed restriction or lien appears to have been recorded at the Hillsborough County Registry of Deeds for this property.

Please provide these records in electronic format. If any portion of this request is denied, please cite the specific statutory exemption under RSA 91-A and provide a written explanation.

Thank you for your prompt attention to this matter.

Sincerely,
Laurie Ortolano

[Skip to main content](#)**Exhibit 2**

City of Nashua, NH



Request Visibility: Unpublished



Request 26-276 Open



1 of 22 with filters active

Dates

Due

September 30, 2026

Received

April 20, 2026 via email

Request

Good afternoon,

Pursuant to New Hampshire RSA 91-A I am requesting access to and copies of any and all records related to the lead hazard control project conducted at 14 Mulberry Street, Nashua, NH, which was reportedly deleaded on or about May 5, 2024.

Specifically, I am requesting the following:

All documents reflecting whether a deed restriction, lien, or affordability/use restriction was prepared, executed, or recorded in connection with this project, including but not limited to any Lead-Based Paint Hazard Control Program (LBPHC) requirements.

Any closing documents, grant agreements, homeowner agreements, or program

Requester

Laurie Ortolano

laurieortolano@gmail.com

41 Berkeley Street, Nashua, NH, 03064

603-594-1256

Additional information

Date period when the requested content was created or occurred (mm/dd/yy - mm/dd/yy):

No data entered

(Optional) Building or Parcel Address for the requested records

41 Berkeley Street

Invoices

No invoices due

Staff assigned

Departments

Administrative Services

Legal

City Clerk

Financial Services

CDD-Engineering-Public Health Services-group

Point of contact

Gary Perrin

participation agreements executed by the property owner in connection with the receipt of federal lead hazard control funds.

Any internal communications, memoranda, or correspondence discussing the requirement (or waiver) of a three-year recapture provision, including repayment obligations to the City of Nashua or the U.S. Department of Housing and Urban Development (HUD) upon sale or transfer of the property.

Any documentation demonstrating compliance with HUD regulations regarding recapture, affordability periods, or enforcement mechanisms for federally funded lead hazard control activities.

Any explanation or internal determination as to why no deed restriction or lien appears to have been recorded at the Hillsborough County Registry of Deeds for this property.

Please provide these records in electronic format. If any portion of this request is denied, please cite the specific statutory exemption under RSA 91-A and provide a written explanation.

Thank you for your prompt attention to this matter.

Sincerely,

Laurie Ortolano

[Show less](#)

Timeline

Documents



Due date changed Anyone with access to this request

09/30/2026 (was 09/03/2026).

September 3, 2026, 5:01pm by Staff



Message to requester Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay.
(RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before September 30, 2026.

September 3, 2026, 5:01pm by Staff



Due date changed Anyone with access to this request

09/03/2026 (was 08/25/2026).

August 25, 2026, 4:53pm by Staff



Message to requester Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before September 3, 2026.

August 25, 2026, 4:53pm by Staff

**Due date changed**

Anyone with access to this request



08/25/2026 (was 08/14/2026). Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request: Provide a written statement of the time reasonably necessary to determine whether the request shall b

August 14, 2026, 4:20pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before August 25, 2026.

August 14, 2026, 4:20pm by Staff

**Due date changed**

Anyone with access to this request

08/14/2026 (was 07/28/2026).

July 28, 2026, 5:06pm by Staff

**Message to requester**

Requester + Staff

The City's Office of Corporation Counsel conducted a reasonable search for available records matching your request as cited above. Please be advised that no records exist as identified and specified within your request.

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before August 14, 2026.

July 28, 2026, 5:06pm by Staff

**Due date changed** Anyone with access to this request

07/28/2026 (was 07/16/2026). Per CDD

July 16, 2026, 4:56pm by Staff

**Message to requester** Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, holiday schedule, scheduled vacation and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before July 28, 2026.

July 16, 2026, 4:56pm by Staff

**Due date changed** Anyone with access to this request

07/16/2026 (was 06/30/2026). Per RA, for CDD Director Sullivan

June 30, 2026, 4:52pm by Staff



Message to requester

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, scheduled vacations and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before July 16, 2026.

June 30, 2026, 4:52pm by Staff



Due date changed

Anyone with access to this request

06/30/2026 (was 06/12/2026). Per CDD (Sullivan)

June 12, 2026, 5:02pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before June 30, 2026.

June 12, 2026, 5:01pm by Staff

**Due date changed**

Anyone with access to this request

06/12/2026 (was 05/28/2026).

May 28, 2026, 8:38pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before **June 12, 2026.**

May 28, 2026, 8:38pm by Staff

**Department assignment**

Anyone with access to this request

Added: Legal, City Clerk.

May 28, 2026, 9:25am by Staff

**Due date changed**

Anyone with access to this request

05/28/2026 (was 05/14/2026).

May 14, 2026, 5:19pm by Staff

**Message to requester**

Requester + Staff

The City's Finance Departments conducted a reasonable search for available records matching your request as cited above. Please be advised that no records exist as identified and specified within your request.

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before May 28, 2026.

May 14, 2026, 5:19pm by Staff



Due date changed

Anyone with access to this request

05/14/2026 (was 05/08/2026). Per CDD
Director

May 8, 2026, 4:46pm by Staff

**Message to requester**

Requester + Staff

The City's Finance Departments conducted a reasonable search for available records matching your request as cited above. Please be advised that no records exist as identified and specified within your request.

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before May 14, 2026.

May 8, 2026, 4:46pm by Staff

**Due date changed** Anyone with access to this request

05/08/2026 (was 05/07/2026). Per CDD Director Sullivan.

May 7, 2026, 7:55am by Staff

**Message to requester** Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before May 8, 2026.

May 7, 2026, 7:54am by Staff

**Due date changed** Anyone with access to this request

05/07/2026 (was 04/27/2026). Per RA thru Finance

April 27, 2026, 4:04pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Finance Department requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before May 7, 2026.

April 27, 2026, 4:04pm by Staff

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About Making a Request

 **CIVICPLUS**
NextRequest

Exhibit 3

Laurie Ortolano <laurieortolano@gmail.com>

Urban Programs HUD "Green" status

1 message

Laurie Ortolano <laurieortolano@gmail.com>

Mon, May 18, 2026 at 9:35 AM

To: "Sullivan, Matthew" <sullivanm@nashuanh.gov>

Dear Director Sullivan,

While reviewing a recent Board packet, I came across a letter from HUD certifying program compliance and designating the City at "green" status. I have since learned that the City is currently at "red" status, as evidenced by Ms. Liti's attendance at the High Risk seminar in Virginia, a program reserved for recipients placed on red status. I believe this change in standing may be connected to the announcement by HUD representatives from Boston and Washington that they are opening an investigation into Nashua's programs.

Pursuant to my right of access to public records, I respectfully request the following:

1. All correspondence from HUD designating the City of Nashua as "red" or "green" status with respect to compliance of its Grant programs, for the period of 2021 through 2026.
2. All records documenting any repayment of funds requested by HUD in connection with the City's placement on red status, including the dollar amount(s) returned and the manner in which such repayment was recorded.

Please advise as to the anticipated timeline for fulfilling this request. If any responsive records are withheld, I ask that you provide a written explanation citing the applicable legal authority for each exemption claimed.

Thank you for your attention to this matter.

Sincerely,
Laurie Ortolano

[Skip to main content](#)**Exhibit 4**

City of Nashua, NH

 NextRequestRequest Visibility:  Unpublished

Request 26-363 Open



1 of 8 with filters active

Dates

Due

September 30, 2026

Received

May 18, 2026 via email

Requester

 Laurie Ortolano laurieortolano@gmail.com 41 Berkeley Street, Nashua, NH, 03064 603-594-1256

Request

Dear Director Sullivan,

While reviewing a recent Board packet, I came across a letter from HUD certifying program compliance and designating the City at "green" status. I have since learned that the City is currently at "red" status, as evidenced by Ms. Liti's attendance at the High Risk seminar in Virginia, a program reserved for recipients placed on red status. I believe this change in standing may be connected to the announcement by HUD representatives from Boston and Washington that they are opening an investigation into Nashua's programs.

Pursuant to my right of access to public records, I respectfully request the following:

1. All correspondence from HUD designating the City of Nashua as "red" or

Additional information

Date period when the requested content was created or occurred (mm/dd/yy - mm/dd/yy):

No data entered

(Optional) Building or Parcel Address for the requested records

41 Berkeley Street

Invoices

No invoices due

Staff assigned

Departments

Administrative Services

Legislative Office

Legal

Mayor's Office

Point of contact

Gary Perrin

"green" status with respect to compliance of its Grant programs, for the period of 2021 through 2026.

2. All records documenting any repayment of funds requested by HUD in connection with the City's placement on red status, including the dollar amount(s) returned and the manner in which such repayment was recorded.

Please advise as to the anticipated timeline for fulfilling this request. If any responsive records are withheld, I ask that you provide a written explanation citing the applicable legal authority for each exemption claimed.

Thank you for your attention to this matter.

Sincerely,

Laurie Ortolano

Show less

Timeline

Documents



Due date changed Anyone with access to this request

09/30/2026 (was 09/03/2026).

September 3, 2026, 5:02pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before September 30, 2026.

September 3, 2026, 5:01pm by Staff

**Due date changed**

Anyone with access to this request

09/03/2026 (was 08/25/2026).

August 25, 2026, 4:55pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before September 3, 2026.

August 25, 2026, 4:55pm by Staff

**Due date changed**

Anyone with access to this request



08/25/2026 (was 08/14/2026). Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request: Provide a written statement of the time reasonably necessary to determine whether the request shall b

August 14, 2026, 4:21pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before August 25, 2026.

August 14, 2026, 4:21pm by Staff

**Due date changed**

Anyone with access to this request

08/14/2026 (was 07/28/2026).

July 28, 2026, 5:10pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, additional duties and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before August 14, 2026.

July 28, 2026, 5:10pm by Staff

**Message to requester**

Requester + Staff

The City Mayor's Office conducted a reasonable search for available records matching your request as cited above. As this record is not within the timeline as cited within your request, the City deemed it responsive to your request. Please create an account/[sign-into the NextRequest website](#) to find the response to your request. Released documents, if any, can be found in the Documents tab (Next to the Timeline). The reason(s) for any redactions, if any, are noted on the document themselves.

July 28, 2026, 5:09pm by Staff

**Document(s) released to requester**

Requester + Staff

20260706 HUD Email_Quarterly
Assessment Report.pdf

July 28, 2026, 5:09pm by Staff

**Due date changed**

Anyone with access to this request

07/28/2026 (was 07/16/2026). Per CDD

July 16, 2026, 4:57pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, holiday schedule, scheduled vacation and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before July 28, 2026.

July 16, 2026, 4:56pm by Staff

**Due date changed**

Anyone with access to this request

07/16/2026 (was 06/30/2026). Per RA for CDC Director Sullivan.

June 30, 2026, 4:55pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, scheduled vacations and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before July 16, 2026.

June 30, 2026, 4:54pm by Staff

**Due date changed**

Anyone with access to this request

06/30/2026 (was 06/12/2026). Per CDD (Sullivan)

June 12, 2026, 5:02pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City's Community Development Division requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before June 30, 2026.

June 12, 2026, 5:02pm by Staff

**Due date changed**

Anyone with access to this request

06/12/2026 (was 05/26/2026). Per RA

May 26, 2026, 4:44pm by Staff

**Message to requester**

Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before June 12, 2026.

May 26, 2026, 4:44pm by Staff

**Department assignment**

Anyone with access to this request

Added: Legal.

May 26, 2026, 1:32pm by Staff

**Department assignment**

Anyone with access to this request

Added: Legislative Office, Mayor's Office.

May 26, 2026, 1:32pm by Staff



Department assignment

Anyone with access to this request

Added: Administrative Services.

May 18, 2026, 10:20am by Staff



Message to requester

Requester + Staff

Your Public Record(s) request has been submitted and will be processed per RSA 91-A.

To view your request details, please [log into your account](#).

RSA 91-A does not require a public body or agency to compile, cross-reference, or assemble information into a record that does not already exist, nor does it require the public body or agency to create records to answer questions.

Readily Available Records and Information

Please note that your requested information may already be available online on the city website [Nashua, NH | Official Website \(nashuanh.gov\)](#)

May 18, 2026, 10:20am



Request opened

Anyone with access to this request

Request received via email

May 18, 2026, 10:20am by Staff

FAQ
Help
Privacy
Terms
About Making a Request

 **CIVICPLUS**
NextRequest

Caron, Megan

From: Jonnette Hawkins Simmons <jonnette.h.simmons@hud.gov>
Sent: Monday, July 6, 2026 12:16 PM
To: Mayors Office Email
Cc: grazianoj@nashuanh.gov; loyedi.m.gedeon@hud.gov
Subject: Quarterly Assessment Report

CAUTION: This email came from outside of the organization. Do not click links or open attachments if the source is unknown.



**U.S. Department of Housing and Urban Development
Office of Lead Hazard Control and Healthy Homes**

Monday, July 6, 2026

Jim Donchess
City of Nashua
229 Main Street
Nashua, NH 03061

RE: Grant Number: [NHLHD0550-24](#)
Quarterly Report: [56213](#)
Quarterly Assessment Status: Submitted
Quarterly Assessment Due Date: 1/12/2026

Dear Jim Donchess:

Thank you for the timely submittal of your Quarterly Report for the period of Jan 1 - Mar 31, Quarterly Assessment Report. HUD's Office of Lead Hazard Control and Healthy Homes (OLHCHH) completed an assessment of your overall performance based on submitted reports and the grant work plan. HUD assesses program performance based on several factors including 1) progress in meeting established benchmarks such as completing lead hazard control in residential units and 2) progress in drawing down grant funds relative to the work performed. Based upon your quarterly report your program has an overall performance rating of 44.

Your Performance

The **City of Nashua** grant program has received a **Red**, meaning the program is meeting **None** of the primary benchmarks for completion of lead hazard control in homes identified with lead paint hazards and fund drawdowns from HUD's Electronic Line of Credit Control System (eLOCCS).

Enclosed is a summary of the benchmark information provided by your grant program staff. Details regarding the strengths, weaknesses and associated corrective actions have also been included. If you have any questions or need further assistance, please call me at (202) 402-4370

Sincerely,

Sacshen Scott
Government Technical Representative

Enclosure
cc:

Grantee: City of Nashua, Email:

Program Manager: Vacant, Email:

Authorized Official: Jim Donchess, Email: nashuamayor@nashuanh.gov

Grant Officer: Loyedi Gedeon, Email: loyedi.m.gedeon@hud.gov

Region:

Summary Quarterly Benchmark Data

1. Target Assessments/Evaluations Risk Factor:

- Approved Work Plan Objectives: 230
- Quarterly Benchmarks: 58
- Cumulative (Actual): 49
- Difference (+or-): -9
- Notes: Behind Schedule

2. Target Units Completed/Cleared Risk Factor:

- Approved Work Plan Objectives: 220
- Quarterly Benchmarks: 48
- Cumulative (Actual): 21
- Difference (+or-): -27
- Notes: Behind Schedule

3. Target eLOCCS Drawdowns Risk Factor:

- Approved Work Plan Objectives: \$7,700,000.00
- Quarterly Benchmarks: 2,310,000
- Cumulative (Actual): \$102,044.00
- Difference (+or-): -2,207,956
- Notes: Behind Schedule

Number of Units in Progress or Under Contract 7
Normalized Final Score: 44

Quarterly Assessment Strengths:
Quarterly Assessment Weaknesses:

Quarterly Assessment Corrective Actions:



**Exhibit 6**

Laurie Ortolano <laurieortolano@gmail.com>

Right-to-Know Request Pursuant to RSA 91-A – Community Development HUD Grant Records, and Lead Abatement Grant Agreement – 14 Mulberry Street

Laurie Ortolano <laurieortolano@gmail.com>

Sun, Apr 19, 2026 at 1:26 PM

To: "Sullivan, Matthew" <sullivanm@nashuanh.gov>, litik@nashuanh.gov

Cc: jungersm@nashuanh.gov, Mayor Jim Donchess <nashuamayor@nashuanh.gov>, "Perrin, Gary" <perring@nashuanh.gov>, "Cummings, Tim" <cummingsT@nashuanh.gov>

Dear Director Sullivan and Mrs. Liti:

Pursuant to the New Hampshire Right-to-Know Law, RSA 91-A, I hereby request access to and copies of the following public records maintained by the Nashua Community Development Department.

I. RECORDS REQUESTED**Request 1: Community Development Grant Properties — 2020 Through 2024**

Please provide all records identifying properties that received Community Development grants administered by the Nashua Community Development Department for the years 2020 through 2024, including:

1. A complete list of all properties receiving Community Development grant funds during this period, including property address, grant program name, grant amount, and grant completion date;
2. Any grant agreements, disbursement records, or program compliance documents associated with each property; and
3. Any recorded liens, covenants, or restrictive agreements filed with the Hillsborough County Registry of Deeds in connection with these grants.

Request 2: Environmental Review Records — All Community Development Grant Properties (2020–2024)

Please provide all environmental review documents prepared in connection with the Community Development grant properties identified in Request 1, including:

1. All completed environmental review forms, checklists, and reports associated with each grant property;
2. The name and title of the individual(s) who completed each environmental review, including any citywide environmental review performed in connection with the Community Development grant program. I am seeking records on who did the City wide environmental report for the release of funds for Tier1 (City wide environmental hazards) and Tier II (site-specific analysis) requirements for each project, and
3. All records related to the environmental review requirement referenced by Director Sullivan at the April 15, 2026, joint Planning and Economic Development Committee and Budget Committee meeting, specifically his statement that the \$1.2 million obtained by Representative Goodlander could not be accessed due to the environmental review requirement in connection with the proposed acquisition and rapid closing timeline for 14 Mulberry Street.

Request 3: Release of Funds Documentation — Lead Abatement vs. CDBG Programs

Please provide all records pertaining to how the City of Nashua obtained a Release of Funds for the Lead Hazard Reduction/Healthy Homes grant program but not for the Community Development Block Grant (CDBG) program, including:

1. All HUD Release of Funds requests, approvals, certifications, and correspondence submitted or received by the City in connection with both the Lead Abatement and CDBG programs for the period 2020 to present;
2. Any HUD communications explaining the distinction between the Release of Funds obtained for lead abatement and the status of Release of Funds for CDBG; and
3. Any internal City communications, emails, memoranda, or reports discussing the City's Release of Funds status under either program.

Request 4: Signed Lead Abatement Grant Agreement — 14 Mulberry Street

Mrs. Liti, I am specifically requesting the signed Lead Abatement Grant Agreement for the property at 14 Mulberry Street, Nashua, NH, including all attachments, addenda, and exhibits.

I also request an explanation as to why the City did not record a HUD-required lien on 14 Mulberry Street following completion of the lead abatement work on or about May 5, 2024, notwithstanding the recording of the lead abatement certificate at the Hillsborough County Registry of Deeds in September 2024.

I recognize that under RSA 91-A the City is not required to answer questions. However, if providing a direct written explanation is more efficient than searching for and compiling responsive records, I invite you to do so. If the City is unwilling or unable to provide an explanation, please provide all communications, emails, letters, memoranda, and internal records related to this matter, including any discussions about the decision not to record a lien.

The signed Lead Abatement Grant Agreement for 14 Mulberry Street is an immediately inspectable record and should be producible within five business days.

II. FORMAT AND RESPONSE

If any responsive records are withheld in whole or in part, please identify each withheld record and cite the specific exemption under **RSA 91-A:5** upon which the City relies, along with a brief written explanation as required under **RSA 91-A:4 IV(c)**. A blanket or categorical denial without specific record-by-record justification does not satisfy the City's obligations under the Right-to-Know Law. If this request is directed to the wrong custodian, please forward it to the appropriate department or official and notify me accordingly.

III. URGENCY

Given the Nashua Board of Aldermen's scheduled vote on the purchase of 14 Mulberry Street at a special meeting on **April 22, 2026**, and the scheduled property closing on **April 30, 2026**, I respectfully request that any immediately inspectable records, particularly the signed Lead Abatement Grant Agreement, be provided as soon as possible and no later than five business days from the date of this letter, as required by RSA 91-A:4.

Thank you for your lawful response.

Sincerely,

Laurie Ortolano

City of Nashua, NH

**Exhibit 7**

Request Visibility: Unpublished

**Request 26-277** Open

124 of 169 with filters active

Dates

Due

May 29, 2026

Received

April 19, 2026 via email

Requester

Laurie Ortolano

laurieortolano@gmail.com

41 Berkeley Street, Nashua, NH, 03064

603-594-1256

Additional information

Request

Dear Director Sullivan and Mrs. Liti:

Pursuant to the New Hampshire Right-to-Know Law, RSA 91-A, I hereby request access to and copies of the following public records maintained by the Nashua Community Development Department.

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Request 1: Community Development Grant Properties — 2020 Through 2024

Please provide all records identifying properties that received Community Development grants administered by the Nashua Community Development Department for the years 2020 through 2024, including:

1. A complete list of all properties receiving Community Development

Date period when the requested content was created or occurred (mm/dd/yy - mm/dd/yy):

No data entered

(Optional) Building or Parcel Address for the requested records

41 Berkeley Street

Invoices

No invoices due

Staff assigned

Departments

Legal

CDD-Engineering-Public Health Services-group

Point of contact

Gary Perrin

grant funds during this period, including property address, grant program name, grant amount, and grant completion date;

- b. Any grant agreements, disbursement records, or program compliance documents associated with each property; and
- c. Any recorded liens, covenants, or restrictive agreements filed with the Hillsborough County Registry of Deeds in connection with these grants.

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with both the Lead Abatement and CDBG programs for the period 2020 to present;

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I recognize that under RSA 91-A the City is not required to answer questions. However, if providing a direct written explanation is more efficient than searching for and compiling responsive records, I invite you to do so. If the City is unwilling or unable to

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If any responsive records are withheld in whole or in part, please identify each withheld record and cite the specific exemption under **RSA 91-A:5** upon which the City relies, along with a brief written explanation as required under **RSA 91-A:4 IV(c)**. A blanket or categorical denial without specific record-by-record justification does not satisfy the City's obligations under the Right-to-Know Law. If this request is directed to the wrong custodian, please forward it to the appropriate department or official and notify me accordingly.

III. URGENCY

Given the Nashua Board of Aldermen's scheduled vote on the purchase of 14 Mulberry Street at a special meeting on **April 22, 2026**, and the scheduled property closing on **April 30, 2026**, I respectfully request that any immediately inspectable records, particularly the signed Lead Abatement Grant Agreement, be provided as soon as possible and no later than five business days from the date of this

letter, as required by RSA 91-A:4.

Thank you for your lawful response.

Sincerely,
Laurie Ortolano

[Show less](#)

Timeline

Documents

Message to requester Requester + Staff

I am writing to seek clarification about your request. If you would like to describe your request in a more reasonable and detailed manner. I would be happy to provide any documents readily available which are not subject to exemption from disclosure.

The City requests clarification on the term "Community Development Grant Properties". It is not immediately clear what is being referenced. Please confirm whether "Community Development Grant Properties" is equivalent to properties that received CDBG, HOME, or Lead Program assistance.

I look forward to your clarification so that we may identify which records are responsive. You may reply to this email.

May 29, 2026, 12:09pm by Staff

**Due date changed** Anyone with access to this request

05/29/2026 (was 04/27/2026).

April 27, 2026, 12:45pm by Staff

**Message to requester** Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request: Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before May 29, 2026.

April 27, 2026, 12:44pm by Staff

**Department assignment** Anyone with access to this request

Added: Legal, CDD-Engineering-Public Health Services-group.

April 20, 2026, 9:41am by Staff

 Message to requester Requester + Staff

The Records Administrator will be **out of the office** from **Monday, April 13, 2026** through **Friday, April 17, 2026** with no access to email.

In accordance with RSA 91-A, "if a public body or agency is unable to make a governmental record available for immediate inspection and copying the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

This communication should be recognized as satisfying the above provision. To that end, upon my return on **Monday, April 20, 2026** all submitted Right Know request(s) will be fulfilled in accordance with RSA 91-A.

April 20, 2026, 9:40am

 Request opened Anyone with access to this request

Request received via email

April 20, 2026, 9:40am by Staff

Exhibit 8

Laurie Ortolano <laurieortolano@gmail.com>

RTK for \$40K request for money for HUD - July 27, 2026 Budget Review Mtg1 message

Laurie Ortolano <laurieortolano@gmail.com>

Wed, Jul 29, 2026 at 6:15 AM

To: "Sullivan, Matthew" <sullivanm@nashuanh.gov>, "Cumplings, Tim" <cummingsT@nashuanh.gov>, Mayor Jim Donchess <nashuamayor@nashuanh.gov>, "Perrin, Gary" <perring@nashuanh.gov>

Director Sullivan,

Under N. H. RSA 91-A, please provide the following for the time period of July 1, 2025 to June 30, 2026. You made statements in the Budget review committee meeting on July 27, 2026 that \$40K of money was now needed to cover employees on administrative leave in 2026 who worked in the HUD and CDBG grant programs.

Please provide the all paychecks of all employees for the duration of their leave that comprise the \$40K of salary money now requested. Since the Administrative leave was not disciplinary, the matter should not be private and no private information need be included.

Please provide any payroll worksheet where you determined the \$40K amount
Please provide any employee-by-employee calculation with benefits breakdown and any account adjustments to arrive at the \$40K of money.

I am specifically aware that Ms. Liti and Mr. Junger were on administrative leave in early July 2025 for matters involving HUD Lead grant. Mr. Junger charged to HUD lead grant and also to CDBG. This is a matter of public record in Ms. Liti's grievances and Whistleblower DOL complaint. Please provide all the paychecks for the duration of their administrative leave. I am aware that part of Ms. Liti's leave was covered by her vacation time. I am also aware that the week of administrative leave that started approximately May 8th to May 15th, the day of her termination, she was not paid for her "routine" leave.

If there is any reason why these records are denied, please cite an exemption and brief reason for the denial.

Your City Cunt,
Laurie Ortolano

BUDGET REVIEW COMMITTEE

Exhibit 9

JULY 27, 2026

A meeting of the Budget Review Committee was held Monday, July 27, 2026 at 8:40 p.m. in the Aldermanic Chamber and duly noticed in two places, including the City's website, in accordance with the requirements of RSA 91-A:2 II.

Alderman Tim Sennott, Vice-Chairman, presided.

Let's start the meeting by taking a roll call attendance.

Members of Committee present: Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Shoshanna Kelly (via Zoom)
Alderman-at-Large Alicia Gregg
Alderman Derek Thibeault
Alderman Paula Johnson
Alderman Tim Sennott, Vice-Chair
Alderman Richard A. Dowd, Chairman (via Zoom)

Members not in Attendance:

Also in Attendance: Alderman Patricia Klee
Alderman James Ravan
Dawn Enwright, CFO
Diane Mulholland, Treasurer/Tax Collector
Shawn Smith, Nashua School District Director of Plant Operations
Tim Cummings, Administrative Services Director
Matt Sullivan, Community Development Director

ROLL CALL

PUBLIC COMMENT - None

COMMUNICATIONS - None

UNFINISHED BUSINESS - None

NEW BUSINESS – RESOLUTIONS

R-26-048

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.

RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF \$1,607,694.55 FOR VARIOUS EXPENDITURES FROM MISCELLANEOUS REVENUE, FACILITY AND FIELD RENTAL FEES, AND ASSIGNED FUND BALANCE

MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FINAL PASSAGE, BY ROLL CALL

MOTION BY ALDERMAN JOHNSON TO REMOVE FROM THE RESOLUTION THE LINE FOR THE LEDGE STREET PLAYGROUND EQUIPMENT AND TRAVELING TOOTH FAIRY DENTAL PROGRAM, BY ROLL CALL

MOTION RESCINDED

MOTION BY ALDERMAN JOHNSON TO AMEND TO VOTE ON EACH ITEM SEPARATELY RELATIVE TO RESOLUTION R-26-048, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly

7

Nay:

0

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND APPROVAL FROM ACCOUNT MISCELLANEOUS REVENUE ACCOUNT #45999 FOR THE PURPOSE OF THE LEDGE STREET PLAYGROUND EQUIPMENT, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly 7

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND \$100,000 FOR THE DENTAL PROGRAM FOR THE TRAVELING TOOTH FAIRY, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly 7

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FUNDING THE UPCOMING CITY RETIREMENTS IN THE AMOUNT OF \$500,000, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderwoman Kelly 6

Nay: Alderman Johnson 1

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN FOR THE LEAD GRANT ACTIVITY SALARIES & NON-SALARY EXPENSES IN THE AMOUNT OF \$40,000, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderwoman Kelly 5

Nay: Alderman Sennott, Alderman Johnson 2

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND THE PARK REHABILITATION EXPENDABLE TRUST FUND FOR PARKING FIELD REHABILITATION ON THE FACILITY RENTAL FEES IN THE AMOUNT OF \$5,250.00, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly 7

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND PARK REHABILITATION EXPENDABLE TRUST FUND FOR PARK AND FIELD REHABILITATION FUNDED OUT OF FIELD RENTAL FEES IN THE AMOUNT OF \$42,758.50, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly 7

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN TO RECOMMEND THE FEMA PUBLIC ASSISTANCE GRANT ACTIVITY TO COVER SALARIES AND WAGE EXPENSES DURING COVID-19 IN THE AMOUNT OF \$672,299.87, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Thibeault, Alderman O'Brien, Alderman Gregg, Alderman Dowd,
Alderman Sennott, Alderwoman Kelly 6

Nay: Alderman Johnson 1

MOTION CARRIED**MOTION BY ALDERMAN O'BRIEN FOR FINAL PASSAGE OF R-26-048, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman O'Brien, Alderwoman Kelly, Alderman Gregg, Alderman Thibeault,
Alderman Sennott, Alderman Dowd 6

Nay: Alderman Johnson 1

MOTION CARRIED**R-26-050**

Endorsers: Alderman Richard A. Dowd
Alderman-at-Large Ben Clemons
Alderman Patricia Klee
Alderman Derek Thibeault
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg
Alderman Paula Johnson
Alderman-at-Large Lori Wilshire

RELATIVE TO THE FISCAL YEAR 2026 TRANSFER OF \$35,000 FROM DEPARTMENT 194 "CONTINGENCY", ACCOUNT 70100 "GENERAL CONTINGENCY" TO-DEPARTMENT 109 "CIVIC & COMMUNITY ACTIVITIES", ACCOUNTING CLASSIFICATION 56 "OUTSIDE AGENCIES" FOR THE PURPOSE OF PROVIDING FUNDING TO THE NASHUA ASSOCIATION FOR THE ELDERLY

MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FINAL PASSAGE, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman O'Brien, Alderwoman Kelly, Alderman Gregg, Alderman Thibeault,
Alderman Johnson, Alderman Sennott, Alderman Dowd 7

Nay: 0

MOTION CARRIED

NEW BUSINESS – ORDINANCES

O-26-017

Endorsers: Mayor Jim Donchess
Alderman Patricia Klee
Alderwoman Vengerflutta Smith
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Richard A. Dowd

REMOVING THE LANGUAGE FOR A SOLID WASTE EQUIPMENT RESERVE FUND AND DISCONTINUING THE FUND

MOTION BY ALDERMAN O'BRIEN TO RECOMMEND FINAL PASSAGE, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman O'Brien, Alderwoman Kelly, Alderman Gregg, Alderman Thibeault,
Alderman Johnson, Alderman Sennott, Alderman Dowd 7

Nay: 0

MOTION CARRIED

TABLED IN COMMITTEE - None

GENERAL DISCUSSION - None

PUBLIC COMMENT

Myra Nakitas

REMARKS BY THE ALDERMEN

Alderman Dowd

Alderman Klee

ADJOURNMENT

MOTION BY ALDERMAN O'BRIEN TO ADJOURN, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman O'Brien, Alderman Gregg, Alderman Thibeault, Alderman Johnson,
Alderman Sennott, Alderman Dowd 6

Nay: Alderwoman Kelly 1

MOTION CARRIED

The meeting was declared closed at 9:43 p.m.

Alderman Michael B. O'Brien, Sr.
Committee Clerk

[Skip to main content](#)**Exhibit 10**

City of Nashua, NH



Request Visibility: Unpublished

Request 26-556 Closed



Dates

Due

August 5, 2026

Received

July 29, 2026 via email

Request

Director Sullivan,

Under N. H. RSA 91-A, please provide the following for the time period of July 1, 2025 to June 30, 2026. You made statements in the Budget review committee meeting on July 27, 2026 that \$40K of money was now needed to cover employees on administrative leave in 2026 who worked in the HUD and CDBG grant programs.

Please provide the all paychecks of all employees for the duration of their leave that comprise the \$40K of salary money now requested. Since the Administrative leave was not disciplinary, the matter should not be private and no private information need be included.

Please provide any payroll worksheet where you determined the \$40K amount

Please provide any employee-by-employee

Requester

Laurie Ortolano

laurieortolano@gmail.com

41 Berkeley Street, Nashua, NH, 03064

603-594-1256

Additional information

Date period when the requested content was created or occurred (mm/dd/yy - mm/dd/yy):

No data entered

(Optional) Building or Parcel Address for the requested records

41 Berkeley Street

Invoices

No invoices due

Staff assigned

Departments

Administrative Services

Legal

Financial Services

Payroll

Point of contact

Gary Perrin

calculation with benefits breakdown and any account adjustments to arrive at the \$40K of money.

I am specifically aware that Ms. Liti and Mr. Junger were on administrative leave in early July 2025 for matters involving HUD Lead grant. Mr. Junger charged to HUD lead grant and also to CDBG. This is a matter of public record in Ms. Liti's grievances and Whistleblower DOL complaint. Please provide all the paychecks for the duration of their administrative leave. I am aware that part of Ms. Liti's leave was covered by her vacation time. I am also aware that the week of administrative leave that started approximately May 8th to May 15th, the day of her termination, she was not paid for her "routine" leave.

If there is any reason why these records are denied, please cite an exemption and brief reason for the denial.

Your City ****,

Laurie Ortolano

Show less

Timeline

Documents

**Request closed** Anyone with access to this request

The City conducted a reasonable search for available records matching your request. Please view your request, create an account/[sign-into the NextRequest website](#) and find the response to your request.

With this letter, this request is considered satisfied and closed.

August 5, 2026, 9:20am by Staff

**Message to requester** Requester + Staff

The City's Payroll Department conducted a reasonable search for available records matching your request as cited above. Please create an account/[sign-into the NextRequest website](#) to find the response to your request. Released documents, if any, can be found in the Documents tab (Next to the Timeline). The reason(s) for any redactions, if any, are noted on the document themselves.

With this letter and the released documents this request is considered satisfied and closed.

August 5, 2026, 9:19am by Staff

**Document(s) released to requester** Requester + Staff

Junger 07_10_2025.pdf

Liti_05_15_26pdf.pdf

Liti_07_10_25pdf.pdf

August 5, 2026, 9:19am by Staff



Department assignment

Anyone with access to this request

Added: Payroll.

July 29, 2026, 3:36pm by Staff



Department assignment

Anyone with access to this request

Added: Administrative Services, Legal,
Financial Services.

July 29, 2026, 8:08am by Staff



Message to requester

Requester + Staff

Your Public Record(s) request has been submitted and will be processed per RSA 91-A.

To view your request details, please [log into your account](#).

RSA 91-A does not require a public body or agency to compile, cross-reference, or assemble information into a record that does not already exist, nor does it require the public body or agency to create records to answer questions.

Readily Available Records and Information

Please note that your requested information may already be available online on the city website [Nashua, NH | Official Website \(nashuanh.gov\)](#)

July 29, 2026, 8:08am



Request opened

Anyone with access to this request

Request received via email

July 29, 2026, 8:08am by Staff

FAQ

Help

Privacy

Terms

About Making a Request

 **CIVICPLUS**

NextRequest

Payment Detail Listing

PR260 Date 07/29/26
Time 16:07

Company

10

CITY OF NASHUA

Payment Detail Listing

Date Range

05/15/26 - 05/15/26

Page 1

Exhibit 11

Employee Name	Date	Pmt Nbr	Gross Pay	Tax Deds	Other Deds	Company Deds	Net Pay
14085 LITI, KATERINA	05/15/26	7781 Manual	5,672.24	1,455.86	105.53	626.14	4,110.85
Earnings	Amount	Amount	Taxable	Other Ded	Amount	Amount	Taxable
ETFINAL	110.50	4,164.67	FED TAX	1,021.94	105.53	SS ER	5,672.24
ADMPAY	40.00	1,507.57	SS EE	351.67	MED ER	82.25	5,672.24
			MED EE	82.25	NHUI TAX		
					NHRSEMPR	192.22	

Payment Detail Listing

PR260	Date 07/29/26	Company 10 CITY OF NASHUA	Page 1
	Time 16:03	Payment Detail Listing	
		Date Range 07/10/25 - 07/10/25	

[illegible]

PR260 Date 07/29/26
Time 16:41
Company 10 CITY OF NASHUA
Payment Detail Listing
Date Range 07/10/25 - 07/10/25

Employee Name	Date	Pmt Nbr	Type	Gross Pay	Tax Deds	Other Deds	Company Deds	Net Pay
12628 JUNGERS, MICHAEL J.	07/10/25	1249184	A.C.H	1,726.94	301.43	197.44	591.28	1,220.23
Earnings	Units	Amount	Tax Ded	Taxable	Other Ded	Amount	Cpy Ded	Taxable
REGULAR	16.00	678.49	FED TAX	1,529.50	HLTHPRE	55.40	SS ER	1,649.84
HOLIDAY	8.00	346.87	SS EE	1,649.84	VISIONEE	1.70	MED ER	1,649.84
ADMPAY	16.00	693.74	MED EE	1,649.84	HSAPRETXX	20.00	NHUI TAX	
GRPLIFE		7.84			NHRSEMP	120.34	NHRSEMPR	219.19
					DNTL ER			13.26
					HLTHER			221.61
					LTD ER			6.22
					BLIFEER			4.79



City of Nashua
Community Development Division
 City Hall, 229 Main Street, PO Box 2019
 Nashua, New Hampshire 03061-2019
 www.nashuanh.gov

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Conservation Commission	589-3105
Transportation	880-0100
Sustainability	589-3092

Date: August 9th, 2026

To: James Donchess, Mayor
 Lori Wilshire, President
 Board of Aldermen

From: Matthew Sullivan, Community Development Director
 Lyn Tripp, Sr. Finance Manager

Re: R-26-048 - \$40,000 Request for Assigned Fund Balance – Lead Program Activity/CDBG Expenses

The following memorandum is intended to provide clarification relative to the \$40,000 of funding requested for Lead and CDBG program expenses included within R-26-048 that, based on discussions with HUD representatives, will not be reimbursed by the United States Department of Housing and Urban Development. It should be noted that CDBG Administrative Funding overages are the result of modifications to the Lead Grant staffing plan that resulted in additional expenses of CDBG Administrative costs. The \$40,000 includes the following expenses. The balance between the total below and \$40,000 will lapse to fund balance in the event those monies are not required.

SCOPE	FUNDING REQUESTED
CDBG Administration Salary Expense FY2026	\$ 3,683.15
CDBG Administration Benefits Expense FY2026	\$ 2,540.17
Lead Program Administrative Leave Salary – 30% of Employee – 7/2/2025-7/22/2025	\$ 1,578.50
Lead Program Administrative Leave Benefits – 30% of Employee – 7/2/2025-7/22/2025	\$ 535.37
Lead Program Administrative Leave Salary – 100% of Employee – 7/2/2025-8/28/2025	\$ 12,675.87
Lead Program Administrative Leave Benefits – 100% of Employee – 7/2/2025-8/28/2025	\$ 6,511.78
Lead Program Administrative Leave Salary – 100% of Employee – 5/11/2026-5/15/2026	\$ 3,016.53
Lead Program Administrative Leave Benefits – 100% of Employee – 5/11/2026-5/15/2026	\$ 1,424.68
Lead Program Employee Separation Pay	\$ 4,164.67
Lead Program Employee Conference Expenses	\$ 3,590.52
TOTAL	\$39,721.24

Cc:
 Tim Cummings, Administrative Services Director
 Dawn Enwright, CFO

Exhibit 13

Laurie Ortolano <laurieortolano@gmail.com>

Dir. Sullivan's request for \$40K for HUD Administrative Leave

1 message

Laurie Ortolano <laurieortolano@gmail.com>

Mon, Aug 10, 2026 at 4:13 PM

To: Board of Aldermen <BOA@nashuanh.gov>, "Graham, Donna" <grahamD@nashuanh.gov>, "Sullivan, Matthew" <sullivanm@nashuanh.gov>

Good Afternoon,

I received an insufficient RTK response (#26-556) based on Dir. Sullivan's request for \$40K to cover Administrative leave of HUD employees for the 2026 Fiscal year that were not covered by the grant. This discussion occurred at the July 27, 2026 BRC meeting on supplemental funds requested.

My request was a three part records request. I only received the paychecks for the first part of the request. The other requests were not denied, but simply ignored. This is what creates litigation. What is interesting in this request, is it was not sent to Community Development or Director Sullivan. Surely, Dir. Sullivan had the records in order to make the request.

The \$40K request cannot be justified and should not be granted. Attached is my request, the City response and the checks provided, which add up to about \$8,899. There was no explanation provided to understand the cost difference and the need for the \$40K.

Please seek justification for this \$40K request.

Laurie

5 attachments**20260729 LO Gmail - RTK for \$40K request for money for HUD - July 27, 2026 Budget Review Mtg.pdf**
96K**Liti_05_15_26pdf.pdf**
32K**Junger 07_10_2025.pdf**
32K**Liti_07_10_25pdf.pdf**
32K**Request 26-556 - NextRequest - \$40K for Administrative Leave.pdf**



155K

Exhibit 14

A regular meeting of the Board of Aldermen was held Tuesday, August 11, 2026, at 7:30 p.m. in the aldermanic chamber, and duly noticed in two places, including the City's website, in accordance with the requirements of RSA 91-A:2 II.

President Lori Wilshire presided; City Clerk Dan Healey recorded.

Prayer was offered by City Clerk Dan Healey; Alderman-at-Large Amber Morgan led in the Pledge to the Flag.

Let's start the meeting by taking a roll call attendance.

The roll call was taken with 14 members of the Board of Aldermen present: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith, Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan, Alderman Sennott, Alderman Johnson, Alderwoman Kelly, Alderman Morgan, Alderman Lopez, Alderman Wilshire.

Alderman Gregg were recorded absent.

Mayor James W. Donchess and Corporation Counsel Steve Bolton were also in attendance.

REMARKS BY THE MAYOR

Mayor Donchess

RESPONSE TO REMARKS OF THE MAYOR - None

RECOGNITION PERIOD - None

DISCUSSIONS AND/OR PRESENTATIONS

- Taylor Barry – Summer Intern and Fellow with the UNH Sustainability Institute - City of Nashua 2024 Greenhouse Gas Inventory and Analysis

President Wilshire recognized Sustainability Manager Deb Chisholm.

READING MINUTES OF PREVIOUS MEETINGS - None

COMMUNICATIONS REQUIRING ONLY PROCEDURAL ACTIONS AND WRITTEN REPORTS FROM LIAISONS

From: Wayne R. Husband, P.E., Senior Traffic Engineer
Re: Division of Public Works Support of Pending Legislation - O-26-016

From: Lisa Fauteux, Director of Public Works
Re: Referral from Board of Aldermen - R-26-046

From: Sam Durfee, AICP, Planning Manager
Re: Referral from Board of Aldermen on Resolution R-26-046, Authorizing the Sale of Surplus Property

From: Sam Durfee, AICP, Planning Manager
Re: Referral from the Board of Aldermen on Ordinance O-26-019 Incorporating the Environmental Health Department Subdivision Review Fee with the Other Subdivision Plan Review Fees

There being no objection, President Wilshire accepted the communications and placed them on file.

From: Len Fournier, Superintendent of Woodlawn & Pinewood Cemeteries
Re: Joint Convention to nominate two new Trustees for Woodlawn/Pinewood Cemeteries - Jamie Viveiros and Gerry Reppucci

There being no objection, President Wilshire accepted the communication, placed it on file, and scheduled a Joint Convention with the Trustees for Woodlawn & Pinewood Cemeteries for Thursday, September 10, 2026, at 7:30 p.m. in the Aldermanic Chamber.

From: John J. Boisvert, Chief Executive Officer of Pennichuck Corporation
Re: Quarterly Report of the Sole Shareholder for the Quarter Ended March 31, 2026

There being no objection, President Wilshire accepted the communication and referred it to the Pennichuck Water Special Committee.

From: Doria Brown, Energy Manager
Re: Nashua Community Power Electric Fall 2026 Supply Rates

From: Dorothy Clark, Deputy Corporation Counsel
Re: Expanded explanation of statement in analysis of O-26-002 ("Allowing electronic public comment for people with walking disabilities") regarding existing ADA process

From: Jill Stansfield, Parking Manager
Re: Clarification of Overnight Parking Exception Example Referenced During July 22, 2026 Infrastructure Committee Discussion

From: Board of Police Commissioners
Re: Recent Board of Aldermen meeting on July 14, 2026 on the Topic of Homelessness

There being no objection, President Wilshire accepted the communications and placed them on file.

From: Office of Corporation Counsel
Re: R-26-054 "Authorizing Pennichuck Corporation to renew and extend its line of credit with TD Bank, N.A."

There being no objection, President Wilshire accepted the communication and referred it to the Pennichuck Water Special Committee.

From: Dawn K. Enwright, Chief Financial Officer
Emily Martuscello, Emergency Management Director
Re: R-26-048 Supplemental Appropriation of \$672,299.87 to cover reimbursed COVID expenses

From: Sam Durfee, AICP, Planning Manager
Re: Referral from the Board of Aldermen on Resolution R-26-051, Relative to Auctioning Tax Deeded Property

From: Lindsay Rinaldi, Chair, Nashua Arts Commission
Re: Nashua Arts Commission Appointment

There being no objection, President Wilshire accepted the communications and placed them on file.

Without objection, President Wilshire suspended the rules to allow for a communication that was received after the agenda was prepared.

From: Matthew Sullivan, Community Development Director
Lyn Tripp, Sr. Finance Manager
Re: R-26-048 - \$40,000 Request for Assigned Fund Balance – Lead Program Activity/CDBG Expenses

There being no objection, President Wilshire accepted the communication and placed it on file.

PERIOD FOR PUBLIC COMMENT RELATIVE TO ITEMS EXPECTED TO BE ACTED UPON THIS EVENING

Bob Keating
Andy Prolman

Eve Arnold
Ben Heney
Laurie Ortolano
Myra Nikitas

COMMUNICATIONS REQUIRING FINAL APPROVAL

From: Mayor Donchess
Re: Million Dollar Contract Award – Auditing Services

MOTION BY ALDERMAN SULLIVAN TO ACCEPT, PLACE ON FILE, AND APPROVE A TWO-YEAR CONTRACT WITH CBIZ CPAS, P.C., TO COVER THE CITY'S GENERAL PURPOSE FINANCIAL STATEMENTS, FEDERAL SINGLE AUDIT AND SCHEDULES FOR THE FISCAL YEARS 2026 AND 2027 IN THE AMOUNT NOT TO EXCEED \$340,000 (\$149,000 FOR FY26, \$155,000 FOR FY27, \$36,000 FOR SINGLE AUDITS (\$6,000 EACH)). FUNDING WILL BE THROUGH DEPARTMENT: 126 FINANCIAL SERVICES; FUND: GENERAL FUND/53-PROFESSIONAL & TECHNICAL SERVICES
MOTION CARRIED

From: David Campbell, Property Owner
Re: Request to restore two lots that were involuntarily merged - Lot 89-21

MOTION BY ALDERMAN CLEMONS TO APPROVE PROPERTY OWNER DAVID CAMPBELL'S REQUEST FOR THE UNMERGING OF TWO LOTS – PARCEL 89-21 – THAT WERE INVOLUNTARILY MERGED BY THE CITY
MOTION CARRIED

From: Lindsay Rinaldi, Chair, Nashua Arts Commission
Re: Approval of \$2,500 in support of Arts City Nashua Project

MOTION BY ALDERMAN MORGAN TO APPROVE A REQUEST FROM THE NASHUA ARTS COMMISSION AND APPROVE \$2,500 TO SUPPORT THE ARTS CITY PROJECT RUN BY NASHUA ARTIST QUEST NINE (KORI THOMAS)
MOTION CARRIED

PETITIONS

Petition for Issuance of Building Permits - Silver Lining Development, LLC, Map 129, Lots 187 & 259

MOTION BY ALDERMAN O'BRIEN TO APPROVE THE PETITION FOR ISSUANCE OF BUILDING PERMITS – SILVER LINING DEVELOPMENT, LLC, MAP 129, LOTS 187 & 259, REMOVE THE SIGNATURE PAGE WHICH INCLUDED DATES, CORPORATION COUNSEL'S SIGNATURE, AND CITY CLERK'S SIGNATURE AS A PUBLIC HEARING IS NOT NECESSARY, AND FILE WITH THE HILLSBOROUGH COUNTY REGISTRY OF DEEDS THE NOTICE OF LIMITS OF MUNICIPAL LIABILITY AND WAIVER OF LIABILITY OF THE CITY OF NASHUA PURSUANCE TO RSA 674:41 ("WAIVER")
MOTION CARRIED

NOMINATIONS, APPOINTMENTS AND ELECTIONS

The following appointment by the Mayor were read into the record:

Airport Authority

Joseph Duquette (re-appointment)
32 Hills Ferry Road
Nashua, NH 3064

Term to expire: August 31, 2031

There being no objection, President Wilshire accepted the Appointment by the Mayor as read and him to the Personnel/Administrative Affairs Committee.

REPORTS OF COMMITTEE

Budget Review Committee..... 05/13/2026, 5/14/26, 5/21/26

There being no objection, President Wilshire declared the reports of the May 13, May 14, and May 21, 2026 Budget Review Committee be accepted and placed on file.

Committee on Infrastructure..... 11/10/2025

There being no objection, President Wilshire declared the report of the November 10, 2025 Committee on Infrastructure be accepted and placed on file.

Human Affairs Committee..... 11/17/2025

There being no objection, President Wilshire declared the report of the November 17, 2025 Human Affairs Committee be accepted and placed on file.

Joint Meeting – Committee on Infrastructure and Board of Public Works 05/28/2026

There being no objection, President Wilshire declared the report of the May 28, 2026 Joint Meeting – Committee on Infrastructure and Board of Public Works be accepted and placed on file.

Joint Meeting – Committee on Infrastructure and Library Board of Trustees 06/24/2026

There being no objection, President Wilshire declared the report of the June 24, 2026 Joint Meeting – Committee on Infrastructure and Library Board of Trustees be accepted and placed on file.

CONFIRMATION OF MAYOR'S APPOINTMENTS

Arts Commission

Judith Carlson has withdrawn her reappointment to the Arts Commission

There being no objection, President Wilshire confirmed the new appointment of Michael McDowell, 217 Main Street, Nashua, with a term to expire on June 9, 2029 to the Arts Commission.

Oath of Office administered at a later date.

UNFINISHED BUSINESS – RESOLUTIONS

R-26-046

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg
Alderman Richard A. Dowd
Alderman-at-Large Amber Morgan
Alderman-at-Large Lori Wilshire

AUTHORIZING THE SALE OF SURPLUS PROPERTY

Given its second reading;

MOTION BY ALDERMAN O'BRIEN FOR FINAL PASSAGE OF R-26-046 MOTION CARRIED

Resolution R-26-046 is declared duly adopted.

R-26-048

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.

RELATIVE TO THE SUPPLEMENTAL APPROPRIATION OF \$1,607,694.55 FOR VARIOUS EXPENDITURES FROM MISCELLANEOUS REVENUE, FACILITY AND FIELD RENTAL FEES, AND ASSIGNED FUND BALANCE

Given its second reading;

MOTION BY ALDERWOMAN KELLY FOR FINAL PASSAGE OF R-26-048 BY ROLL CALL PURSUANT TO CHARTER SECTION 49**MOTION BY ALDERMAN SULLIVAN TO SPLIT THE QUESTION INTO R-26-48 INTO SEVEN PARTS TO BE DESIGNATED A THROUGH G AND EACH TO BE VOTED ON SEPARATELY****MOTION BY ALDERMAN CLEMONS TO MOVE THE QUESTION, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderwoman Kelly, Alderman Morgan, Alderman Wilshire 12

Nay: Alderman Johnson, Alderman Lopez 2

MOTION CARRIED**MOTION BY ALDERMAN SULLIVAN TO SPLIT THE QUESTION INTO R-26-48 INTO SEVEN PARTS TO BE DESIGNATED A THROUGH G AND EACH TO BE VOTED ON SEPARATELY, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Sullivan, Alderman Sennott, Alderman Johnson, Alderman Morgan,
Alderman Wilshire 9

Nay: Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Kelly,
Alderman Lopez 5

MOTION CARRIED**MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM A FOR \$247,386.18, WHICH IS THE LEDGE STREET PLAYGROUND EQUIPMENT, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly, Alderman Morgan,
Alderman Lopez, Alderman Wilshire 14

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN KLEE TO PASS LINE ITEM FOR \$100,000 FOR THE DENTAL PROGRAM – TRAVELING TOOTH FAIRIES, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly, Alderman Morgan,
Alderman Lopez, Alderman Wilshire 14

Nay: 0

MOTION CARRIED

MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM C FOR \$500,000.00 TO FUND UPCOMING CITY RETIREMENTS, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderwoman Kelly, Alderman Morgan, Alderman Lopez,
Alderman Wilshire 13

Nay: Alderman Johnson 1

MOTION CARRIED**MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM D SALARIES AND NON-SALARY EXPENSES FOR THE LEAD GRANT ACTIVITY FOR \$40,000, BY ROLL CALL****MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM E FOR \$5,250.00 FOR PARK AND FIELD REHABILITATION FOR FACILITY RENTAL FEES, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly, Alderman Morgan,
Alderman Lopez, Alderman Wilshire 14

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM F FOR \$42,758.50 FOR PARK AND FIELD REHABILITATION ON FILED RENTAL FEES ACCOUNT 44591, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderman Johnson, Alderwoman Kelly, Alderman Morgan,
Alderman Lopez, Alderman Wilshire 14

Nay: 0

MOTION CARRIED**MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM G TO COVER SALARY AND WAGE EXPENSES DURING COVID-19 FOR \$672,299.87, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderman Sullivan,
Alderman Sennott, Alderwoman Kelly, Alderman Morgan, Alderman Lopez,
Alderman Wilshire 13

Nay: Alderman Johnson 1

MOTION CARRIED**MOTION BY ALDERMAN CLEMONS TO PASS LINE ITEM D FOR \$40,000 FOR SALARIES AND NON-SALARY EXPENSES FOR THE LEAD GRANT ACTIVITY, BY ROLL CALL**

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Thibeault, Alderman O'Brien, Alderman Dowd, Alderwoman Kelly,
Alderman Morgan, Alderman Lopez, Alderman Wilshire

11

Nay: Alderman Sullivan, Alderman Sennott, Alderman Johnson

3

MOTION CARRIED

Resolution R-26-048 is declared duly adopted.

R-26-049

Endorsers: Alderman-at-Large Alicia Gregg
Alderman-at-Large Ben Clemons
Alderman Patricia Klee
Alderwoman Vengerflutta Smith
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Richard A. Dowd
Alderman Tim Sennott
Alderman Paula Johnson
Alderman-at-Large Amber Morgan
Alderman-at-Large Lori Wilshire

ESTABLISHING A HOMELESS SERVICES GAP ANALYSIS COMMITTEE

Given its second reading;

MOTION BY ALDERWOMAN KELLY FOR INDEFINITE POSTPONEMENT OF R-26-049

MOTION BY ALDERMAN CLEMONS TO TABLE

MOTION CARRIED

R-26-050

Endorsers: Alderman Richard A. Dowd
Alderman-at-Large Ben Clemons
Alderman Patricia Klee
Alderman Derek Thibeault
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg
Alderman Paula Johnson
Alderman-at-Large Lori Wilshire

RELATIVE TO THE FISCAL YEAR 2026 TRANSFER OF \$35,000 FROM DEPARTMENT 194 "CONTINGENCY", ACCOUNT 70100 "GENERAL CONTINGENCY" TO-DEPARTMENT 109 "CIVIC & COMMUNITY ACTIVITIES", ACCOUNTING CLASSIFICATION 56 "OUTSIDE AGENCIES" FOR THE PURPOSE OF PROVIDING FUNDING TO THE NASHUA ASSOCIATION FOR THE ELDERLY

Given its second reading;

MOTION BY ALDERMAN DOWD FOR FINAL PASSAGE OF R-26-050

MOTION CARRIED

Resolution R-26-050 is declared duly adopted.

R-26-051

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg

RELATIVE TO AUCTIONING TAX DEEDED PROPERTY

Given its second reading;

MOTION BY ALDERWOMAN SMITH FOR FINAL PASSAGE OF R-26-051

MOTION CARRIED

Resolution R-26-051 is declared duly adopted.

UNFINISHED BUSINESS – ORDINANCES

O-26-012

Endorsers: Alderman Tim Sennott
Alderman-at-Large Amber Morgan
Alderman-at-Large Alicia Gregg
Alderman Thomas Lopez

AMENDING THE DEFINITION OF SECONDHAND DEALERS

Given its second reading;

**MOTION BY ALDERMAN SENNOTT TO AMEND O-26-012 BY REPLACING IT WITH THE GOLDEN ROD COPY OF AMENDMENTS MADE AT THE PERSONNEL/ADMINISTRATIVE AFFAIRS COMMITTEE
MOTION CARRIED**

**MOTION BY ALDERMAN SENNOTT FOR FINAL PASSAGE OF O-26-012 AS AMENDED
MOTION CARRIED**

Ordinance O-26-012 is declared duly adopted as amended.

O-26-016

Endorsers: Alderman John Sullivan
Alderman Vengerflutta Smith
Alderman Derek Thibeault
Alderman-at-Large Alicia Gregg
Alderman Richard A. Dowd
Alderman Paula Johnson

AUTHORIZING A STOP SIGN ON PINEBROOK ROAD AT ITS INTERSECTION WITH RIDGE ROAD

Given its second reading;

**MOTION BY ALDERMAN SULLIVAN FOR FINAL PASSAGE OF O-26-016
MOTION CARRIED**

Ordinance O-26-016 is declared duly adopted.

O-26-017

Endorsers: Mayor Jim Donchess
Alderman Patricia Klee
Alderman Vengerflutta Smith
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Richard A. Dowd

REMOVING THE LANGUAGE FOR A SOLID WASTE EQUIPMENT RESERVE FUND AND DISCONTINUING THE FUND

Given its second reading;

**MOTION BY ALDERMAN JOHNSON FOR FINAL PASSAGE OF O-26-017
MOTION CARRIED**

Ordinance O-26-017 is declared duly adopted.

O-26-018

Endorsers: Alderman Derek Thibeault
Alderman Thomas Lopez

REMOVING THE TOTAL TIME LIMIT FOR THE PUBLIC COMMENT PERIODS DURING COMMITTEE MEETINGS

Given its second reading;

**MOTION BY ALDERMAN THIBEAULT FOR FINAL PASSAGE OF O-26-018
MOTION CARRIED**

Ordinance O-26-018 is declared duly adopted.

O-26-019

Endorsers: Alderman-at-Large Amber Morgan
Alderman-at-Large Michael B. O'Brien, Sr.

INCORPORATING THE ENVIRONMENTAL HEALTH DEPARTMENT SUBDIVISION REVIEW FEE WITH THE OTHER SUBDIVISION PLAN REVIEW FEES

Given its second reading;

**MOTION BY ALDERMAN MORGAN FOR FINAL PASSAGE OF O-26-019
MOTION CARRIED**

Ordinance O-26-019 is declared duly adopted.

O-26-020

Endorsers: Alderman Paula Johnson
Alderman Thomas Lopez

ALLOWING OVERNIGHT ON-STREET PARKING IN WARD 5 FROM MAY 1ST TO OCTOBER 31ST EXCEPT ON CERTAIN MAIN ROADS

Given its second reading;

MOTION BY ALDERMAN DOWD FOR INDEFINITE POSTPONEMENT OF O-26-020

**MOTION BY ALDERMAN JOHNSON TO RE-REFER TO COMMITTEE
MOTION FAILED**

**MOTION BY ALDERMAN DOWD FOR INDEFINITE POSTPONEMENT OF O-26-020
MOTION CARRIED**

Ordinance O-26-020 is declared duly adopted.

O-26-021

Endorsers: Alderman Paula Johnson
Alderman Tim Sennott
Alderman-at-Large Amber Morgan

INCREASING THE INDIVIDUAL PUBLIC COMMENT TIME DURING THE FIRST PUBLIC COMMENT PERIOD

Given its second reading;

**MOTION BY ALDERMAN JOHNSON TO AMEND O-26-021 BY REPLACING IT WITH THE GOLDEN ROD COPY OF AMENDMENTS MADE AT THE PERSONNEL/ADMINISTRATIVE AFFAIRS COMMITTEE
MOTION FAILED**

MOTION BY ALDERMAN O'BRIEN FOR INDEFINITELY POSTPONEMENT OF O-26-021

**MOTION BY ALDERMAN SULLIVAN TO AMEND O-26-021 BY PARAGRAPH C, SECTION 5, ALLOWING EACH SPEAKER THREE (3) MINUTES AND THIRTY (30) SECONDS DURING THE FIRST PUBLIC COMMENT PERIOD AND THREE (3) MINUTES DURING THE SECOND PUBLIC COMMENT PERIOD, WHICH TIME MAY NOT BE DEFERRED TO ANOTHER SPEAKER OR SPEAKER
MOTION CARRIED**

MOTION BY ALDERMAN SULLIVAN FOR FINAL PASSAGE OF O-26-021 AS AMENDED, BY ROLL CALL

A viva voce roll call was taken, which resulted as follows:

Yea: Alderman Clemons, Alderman Klee, Alderman Ravan, Alderwoman Smith,
Alderman Dowd, Alderman Sullivan, Alderman Sennott, Alderman Johnson,
Alderman Morgan, Alderman Lopez, Alderman Wilshire

11

Nay: Alderman Thibeault, Alderman O'Brien, Alderwoman Kelly

3

MOTION CARRIED

Ordinance O-26-021 is declared duly adopted as amended.

BUSINESS UNFINISHED AT THE PREVIOUS MEETING**R-26-015**

Endorsers: Mayor Jim Donchess
Alderman-at-Large Ben Clemons
Alderman Patricia Klee
Alderman Derek Thibeault
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Alicia Gregg
Alderman Richard A. Dowd
Alderman-at-Large Amber Morgan
Alderman-at-Large Lori Wilshire

SUPPORTING THE TOWN OR MERRIMACK IN ITS OPPOSITION TO AN ICE DETENTION CENTER

- Tabled at Board of Alderman meeting on 2/24/26

R-26-020

Endorsers: Mayor Jim Donchess
Alderman Vengerflutta Smith
Alderman Derek Thibeault
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Richard A. Dowd
Alderman-at-Large Alicia Gregg
Alderman-at-Large Shoshanna Kelly
Alderman-at-Large Ben Clemons
Alderman Patricia Klee
Alderman-at-Large Lori Wilshire

AUTHORIZING THE MAYOR AND CITY TREASURER TO ISSUE BONDS NOT TO EXCEED THE AMOUNT OF NINE HUNDRED THOUSAND DOLLARS (\$900,000) TO FUND THE PURCHASE, DESIGN, PRE-RENOVATION WORK AND RENOVATIONS FOR A RESOURCE CENTER AT 14 MULBERRY STREET

- Tabled at Special Board of Alderman meeting on 4/22/26

NEW BUSINESS – RESOLUTIONS**R-26-053**

Endorsers: Mayor Jim Donchess
Alderman-at-Large Michael B. O'Brien, Sr.

AMENDING THE SPECIAL REVENUE FUND FOR ROAD AND HIGHWAY EXPENDITURES BY INCREASING THE ANNUAL FUNDING AMOUNT FROM MOTOR VEHICLE PERMIT FEES FROM \$1,000,000 TO \$2,000,000

Given its first reading, assigned to the BUDGET REVIEW COMMITTEE and SCHEDULE A SPECIAL BOARD OF ALDERMEN PUBLIC HEARING on Monday, August 24, 2026, in the Aldermanic Chamber at 7:00 p.m. by President Wilshire

R-26-054

Endorsers: Alderman Patricia Klee
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Lori Wilshire

AUTHORIZING PENNICHUCK CORPORATION TO RENEW AND EXTEND ITS LINE OF CREDIT WITH TD BANK, N.A.

Given its first reading, assigned to the PENNICHUCK WATER SPECIAL COMMITTEE, by President Wilshire

R-26-055

Endorsers: Mayor Jim Donchess
Alderman Patricia Klee

Alderman-at-Large Michael B. O'Brien, Sr.
Alderman-at-Large Amber Morgan
Alderman-at-Large Lori Wilshire

**RELATIVE TO THE TRANSFER OF \$9,100 FROM DEPARTMENT 123 "ASSESSING", ACCOUNT 53142
"CONSULTING SERVICES AND \$76,000 FROM DEPARTMENT 162 "STREET LIGHTING", ACCOUNT 54100
"ELECTRICITY" FOR A TOTAL OF \$85,100 INTO DEPARTMENT 159 "HYDRANTS – FIRE PROTECTION",
ACCOUNT 54835 "HYDRANT FEES"**

Given its first reading, assigned to the BUDGET REVIEW COMMITTEE, by President Wilshire

R-26-056

Endorsers: Alderman-at-Large Lori Wilshire
Alderman Patricia Klee
Alderman-at-Large Michael B. O'Brien, Sr.
Alderman Richard A. Dowd

**RELATIVE TO THE TRANSFER OF \$10,500 FROM DEPARTMENT 157 "CITYWIDE COMMUNICATIONS",
ACCOUNT 70150 "CONTINGENCY NEGOTIATIONS" TO DEPARTMENT 157 "CITYWIDE COMMUNICATIONS",
ACCOUNTING CLASSIFICATION 51 "SALARIES AND WAGES"**

Given its first reading, assigned to the BUDGET REVIEW COMMITTEE, by President Wilshire

NEW BUSINESS – ORDINANCES

O-26-023

Endorser: Mayor Jim Donchess

INCREASING SEWER USE FEES RATES AND CHARGES

Given its first reading, assigned to the PERSONNEL/ADMINISTRATIVE AFFAIRS COMMITTEE and BOARD OF
PUBLIC WORKS, by President Wilshire

PERIOD FOR GENERAL PUBLIC COMMENT

Patrice Noel
Laurie Ortolano
Holly Philbrick
Samson Raccioppi

REMARKS BY THE MEMBERS OF THE BOARD OF ALDERMEN

Alderman Lopez
Alderman Morgan
Alderman Kelly
Alderman Johnson
Alderman Sennott
Alderman Sullivan
Alderman Dowd
Alderman O'Brien
Alderman Thibeault
Alderman Smith
Alderman Ravan
Alderman Klee
Alderman Clemons

Committee announcements:

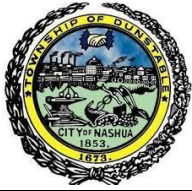
Alderman Lopez
Alderman Thibeault
Alderman Klee

ADJOURNMENT

**MOTION BY ALDERMEN CLEMONS THAT THE AUGUST 11, 2026 MEETING OF THE BOARD OF ALDERMEN BE
ADJOURNED
MOTION CARRIED**

The meeting was declared adjourned at 11:02 p.m.

Attest: Dan Healey, City Clerk



City of Nashua
Community Development Division
City Hall, 229 Main Street, PO Box 2019
Nashua, New Hampshire 03061-2019
www.nashuanh.gov

Community Development	589-3095
Planning and Zoning	589-3090
Building Safety	589-3080
Code Enforcement	589-3100
Urban Programs	589-3085
Conservation Commission	589-3105
Transportation	880-0100
Sustainability	589-3092

Date: August 9th, 2026

To: James Donchess, Mayor
Lori Wilshire, President
Board of Aldermen

From: Matthew Sullivan, Community Development Director
Lyn Tripp, Sr. Finance Manager

Re: R-26-048 - \$40,000 Request for Assigned Fund Balance – Lead Program Activity/CDBG Expenses

The following memorandum is intended to provide clarification relative to the \$40,000 of funding requested for Lead and CDBG program expenses included within R-26-048 that, based on discussions with HUD representatives, will not be reimbursed by the United States Department of Housing and Urban Development. It should be noted that CDBG Administrative Funding overages are the result of modifications to the Lead Grant staffing plan that resulted in additional expenses of CDBG Administrative costs. The \$40,000 includes the following expenses. The balance between the total below and \$40,000 will lapse to fund balance in the event those monies are not required.

SCOPE	FUNDING REQUESTED
CDBG Administration Salary Expense FY2026	\$ 3,683.15
CDBG Administration Benefits Expense FY2026	\$ 2,540.17
Lead Program Administrative Leave Salary – 30% of Employee – 7/2/2025-7/22/2025	\$ 1,578.50
Lead Program Administrative Leave Benefits – 30% of Employee – 7/2/2025-7/22/2025	\$ 535.37
Lead Program Administrative Leave Salary – 100% of Employee – 7/2/2025-8/28/2025	\$ 12,675.87
Lead Program Administrative Leave Benefits – 100% of Employee – 7/2/2025-8/28/2025	\$ 6,511.78
Lead Program Administrative Leave Salary – 100% of Employee – 5/11/2026-5/15/2026	\$ 3,016.53
Lead Program Administrative Leave Benefits – 100% of Employee – 5/11/2026-5/15/2026	\$ 1,424.68
Lead Program Employee Separation Pay	\$ 4,164.67
Lead Program Employee Conference Expenses	\$ 3,590.52
TOTAL	\$39,721.24

Cc:
Tim Cummings, Administrative Services Director
Dawn Enwright, CFO

**Exhibit 15**

Laurie Ortolano <laurieortolano@gmail.com>

RTK Records Request - Justification for August 9, 2026 Memo - \$40K Request for Unassigned Fund Balance - Lead Program Activity/CDBG Expenses

Laurie Ortolano <laurieortolano@gmail.com>

Wed, Aug 12, 2026 at 8:06 AM

To: "Sullivan, Matthew" <sullivanm@nashuanh.gov>, Mayor Jim Donchess <nashuamayor@nashuanh.gov>, "Cummings, Tim" <cummingsT@nashuanh.gov>, tripl@nashuanh.gov

Cc: Board of Aldermen <BOA@nashuanh.gov>, Laura Colquhoun <lauracolquhoun2@gmail.com>

To All Above with focus to Director Sullivan,

Pursuant to RSA 91-A, please provide the following specifically identified governmental records concerning HUD Lead Hazard Reduction Grant **NHLHD0550-24**.

1. FY2024 HUD Grant Narrative and Staffing Budget

Please provide the **final HUD-approved FY2024 grant application/narrative and budget narrative for Grant NHLHD0550-24** that identify the personnel positions funded by the grant and the percentage of salary and/or benefits allocated to the grant.

This request is specifically intended to obtain the pages or attachments identifying the:

- Program Manager/Program Coordinator;
- Urban Programs Manager;
- Other identified key personnel; and
- Percentage of salary or staff time allocated to the grant for each position.

If these records are contained within the complete approved grant application, please provide the complete application.

2. Key Personnel Changes — November 1, 2024 through August 12, 2026

Please provide each **key-personnel change, personnel-change request, grant amendment, or equivalent notification submitted by the City of Nashua to HUD** concerning Grant NHLHD0550-24 between **November 1, 2024 and August 12, 2026**.

For each such submission, please also provide HUD's corresponding approval, acknowledgment, rejection, or response.

This request specifically includes any submission or HUD notification concerning **Mike Jungers becoming, serving as, or performing the duties of Lead Program**

Manager/Program Manager.

If no key-personnel change concerning Mike Jungers was submitted to HUD during this period, please state that no responsive record exists.

3. Change From 10% to 30% Lead Grant Allocation

The August 9, 2026 memorandum concerning **R-26-048** identifies:

“Lead Program Administrative Leave Salary – 30% of Employee – 7/2/2025–7/22/2025 – \$1,578.50”

and

“Lead Program Administrative Leave Benefits – 30% of Employee – 7/2/2025–7/22/2025 – \$535.37.”

Please provide the **specific record authorizing or documenting the 30% Lead Grant allocation reflected in these two entries**, including any HUD-approved budget modification or revised personnel allocation if one exists.

This request is limited to records establishing the basis for the **30% allocation reflected in the August 9, 2026 memorandum**.

4. \$3,590.52 Conference Expense

The August 9, 2026 memorandum concerning R-26-048 identifies **\$3,590.52 as “Lead Program Employee Conference Expenses.”**

Please provide the invoices, receipts, hotel folio, employee expense/reimbursement form, accounts-payable record, and payment record that comprise or substantiate this **specific \$3,590.52 amount**.

For any hotel expense included within the \$3,590.52, please provide:

- The hotel invoice/folio;
- The amount paid;
- The dates of the stay;
- The payment method;
- The City’s payment or reimbursement record; and
- The identity of the employee for whom the hotel expense was incurred.

This request is limited solely to the records supporting the **\$3,590.52 figure presented to the Board of Aldermen on August 9, 2026**.

5. HUD Letters Following the Lead Program Audit/Review

Please provide every **formal letter, notice, monitoring report, finding, corrective-action letter, or written determination issued by HUD to the City of Nashua** concerning the Lead Paint & Healthy Homes Program following HUD's last recent audit, as referenced by Dir. Sullivan in the August 11, 2026 BOA meeting, monitoring review, or compliance review, through **August 12, 2026**.

This portion seeks documents **sent by HUD to the City**, rather than all internal City communications discussing HUD.

6. HUD Emails Following the Audit/Review

Please provide emails sent by HUD personnel to **Mayor Donchess, Matthew Sullivan, Timothy Cummings, Mike Jungers, and/or the City's Community Development Lead Program staff** following the HUD audit/monitoring review through **August 12, 2026**, but only where the email concerns:

- Findings or corrective action;
- Lead grant financial or payroll allocation;
- Key personnel or program management;
- Questioned or unsupported costs;
- Grant compliance; or
- Actions HUD directed the City to complete.

This request does **not** seek routine scheduling emails, newsletters, general HUD announcements, training advertisements, or unrelated program correspondence.

7. Source Record for the August 9, 2026 Memorandum

Finally, please provide the **spreadsheet, payroll report, general-ledger report, or other accounting document used to calculate the figures, for every line item, appearing in the August 9, 2026 memorandum for R-26-048**.

This request is limited to the source accounting record(s) from which the amounts in that memorandum were taken and does not request unrelated Lead Program accounting records.

Format

Electronic records may be provided electronically in their existing format. Spreadsheets should be provided in their native spreadsheet format where reasonably available.

If the City determines that a particular numbered category contains no responsive records, please identify that category and state that no responsive record exists.

If any responsive record is withheld or redacted, please identify the record withheld or redacted and the statutory basis asserted for withholding or redaction.

This request is intentionally limited to specifically identified grant, personnel-change, HUD, conference-expense, and accounting records associated with **Grant NHLHD0550-24 and the August 9, 2026 R-26-048 memorandum.**

Laurie Ortolano

You City Cunt



THE CITY OF NASHUA

Office of The Records Administrator

APR 10 PM 4:41

"The Gate City"

April 10, 2026

Ms. Laurie Ortolano
41 Berkeley Street
Nashua NH 03064

Exhibit 16

Via email only to laurieortolano@gmail.com

RE: RTK Request received Thursday March 19, 2026, at 10:08pm.

Dear Ms. Ortolano,

The City is in receipt of your request dated Thursday March 19, 2026, at 10:08pm, under NH RSA 91-A, the "Right-to-Know" law directed to Director Sullivan and Mr. Berger. This response is on behalf of both individuals to whom it was directed.

The request is for:

"Pursuant to RSA 91-A, I request access to and copies of the following public records related to electrical inspectors employed by or working on behalf of the City of Nashua:

Request 1:

Job Descriptions

The current job description for the position of Electrical Inspector

Any prior versions of the job description in effect from January 1, 2021 to present

Response Request 1:

The City's Human Resources Department conducted a reasonable search for available records matching your request as cited above. Please find the responsive records attached. The reason(s) for any redactions are noted on the citation page.

Request 2:

Personnel Qualifications and Background

For each individual who has performed electrical inspections for the City (including employees and contracted inspectors):

Resume or curriculum vitae

Employment application materials

Documentation of qualifications submitted at time of hire

Response Request 2:

I am writing to seek clarification about your request. If you would like to describe your request in a more reasonable and detailed manner, as to timeline parameters and type of permit, for example; building, electrical, plumbing etc.. I would be happy to provide any documents readily available which are not subject to exemption from disclosure. I look forward to your clarification so that we may identify which records are responsive.

Request 3:

Licensure, Certification, and Training

Copies of all licenses, certifications, and registrations required or held (e.g., electrical license, ICC certifications)

Records reflecting continuing education, training, or professional development

Any documentation establishing minimum qualifications required by the City for the position

Request 4:

Policies, Procedures, and Guidance – Electrical Inspections

All written policies, procedures, manuals, or guidance documents governing:

Electrical inspections

Permit requirements and enforcement

Inspection protocols and standards

Any internal guidance or interpretation documents regarding when electrical permits are required

I recognize that there are NEC Codes and N.H. 155-C codes as well as potential City records. To save time and record volume, if the records exist online, provide the link. If procedure manuals exist in the office, please permit me to inspect these to save scanning to reduce the burden.

Request 5:

Policies Regarding Outside Work / Conflicts of Interest

All policies, procedures, or rules governing:

Outside employment of City inspectors

Inspectors performing electrical or construction work within the City of Nashua

Any prohibitions or limitations on such work

Request 6:

Ethics, Conflict of Interest, and Conduct

Any policies, training materials, or guidance documents addressing:

Conflicts of interest

Ethical obligations of inspectors

Use of public position for private gain

Any documents addressing whether inspectors may:

Perform electrical work within the City

Inspect work they performed or were involved in

Request 7:

Recusal and Inspection Assignment Policies

Any policies or procedures governing:

Recusal of inspectors

Assignment of inspections where a potential conflict exists

Handling of inspections involving City employees

Response Request 3, Request 4, Request 5, Request 6, Request 7:

The City's Community Development Division conducted a reasonable search for available records matching your request as cited above. Please find the responsive records attached.

Request 8:

Permitting and Inspection Records (Employee-Related)

Any records reflecting permits pulled by City electrical inspectors (in their personal or professional capacity), including:

Permit applications

Associated addresses

Inspection records

(Limited to January 1, 2022 to present)

Response Request 8:

I am writing to seek clarification about your request. If you would like to describe your request in a more reasonable and detailed manner, as to timeline parameters and type of permit, for example; building, electrical, plumbing etc. I would be happy to provide any documents readily available which are not subject to exemption from disclosure. I look forward to your clarification so that we may identify which records are responsive.

Request 9:

Organizational Structure and Oversight

Documents identifying:

Supervisory structure of electrical inspectors

Reporting relationships

Oversight responsibilities within the Building Department

Response Request 9:

The City's Community Development Division conducted a reasonable search for available records matching your request as cited above. Please find the responsive records attached.

Request 10:

Complaints, Investigations, or Disciplinary Records (Non-Exempt Portions)

Any complaints, investigations, or findings related to:

Electrical inspectors

Performance of electrical work

Conflicts of interest or ethics issues

(Please provide non-exempt portions and a privilege log for any withheld records.)"

RSA 91-A if a public body or agency is unable to make a governmental record available for immediate inspection and copying the public body or agency shall, within 5 business days of a request:

Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, scheduled time-off and the requirement of multiple departments required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before April 23, 2026.

Response Request 1, Request 2, Request 3, Request 4, Request 5, Request 6, Request 7, Request 8, Request 9, Request 10:

The City's Office of Corporation Counsel conducted a reasonable search for available records matching your request as cited above. Please be advised there are no responsive as cited within your request.

The City is providing this response to you in good faith, utilizing Outlook and ShareFile, pursuant to your email communication dated November 6, 2025, requesting your Right to Know responses be issued to you as cited within your email communication as, "*Please start sending my requests with a Perrin or Agency letter and the responsive records*", and shown in the attachment.

Sincerely,

/s/ Gary Perrin
Records Administrator

cc: Enclosures
Director Cummings
Director Sullivan
Human Resources
Mayor's Office
RTK2026-185AS-LO

City of Nashua, NH

**Exhibit 17**

Request Visibility: Unpublished

**Request 26-599** Open

27 of 169

Dates

Due

September 23, 2026

Received

August 12, 2026 via email

Requester

Laurie Ortolano

laurieortolano@gmail.com

41 Berkeley Street, Nashua, NH, 03064

603-594-1256

Additional information

Request

To All Above with focus to Director Sullivan,

Pursuant to RSA 91-A, please provide the following specifically identified governmental records concerning HUD Lead Hazard Reduction Grant **NHLHD0550-24**.

1. FY2024 HUD Grant Narrative and Staffing Budget

Please provide the **final HUD-approved FY2024 grant application/narrative and budget narrative for Grant NHLHD0550-24** that identify the personnel positions funded by the grant and the percentage of salary and/or benefits allocated to the grant.

This request is specifically intended to obtain the pages or attachments identifying the:

- Program Manager/Program Coordinator;

Date period when the requested content was created or occurred (mm/dd/yy - mm/dd/yy):

No data entered

(Optional) Building or Parcel Address for the requested records

41 Berkeley Street

Invoices

No invoices due

Staff assigned

Departments

Administrative Services

Legal

Economic Development

CDD-Engineering-Public Health Services-group

Point of contact

Gary Perrin

- Urban Programs Manager;
- Other identified key personnel; and
- Percentage of salary or staff time allocated to the grant for each position.

If these records are contained within the complete approved grant application, please provide the complete application.

2. Key Personnel Changes — November 1, 2024 through August 12, 2026

Please provide each **key-personnel change, personnel-change request, grant amendment, or equivalent notification submitted by the City of Nashua to HUD** concerning Grant NHLHD0550-24 between **November 1, 2024 and August 12, 2026**.

For each such submission, please also provide HUD's corresponding approval, acknowledgment, rejection, or response. This request specifically includes any submission or HUD notification concerning **Mike Jungers becoming, serving as, or performing the duties of Lead Program Manager/Program Manager**.

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3. Change From 10% to 30% Lead Grant Allocation

The August 9, 2026 memorandum concerning **R-26-048** identifies: "Lead Program Administrative Leave Salary

– 30% of Employee – 7/2/2025–7/22/2025 – \$1,578.50”

and

“Lead Program Administrative Leave Benefits – 30% of Employee – 7/2/2025–7/22/2025 – \$535.37.”

Please provide the **specific record authorizing or documenting the 30% Lead Grant allocation reflected in these two entries**, including any HUD-approved budget modification or revised personnel allocation if one exists.

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Please provide the invoices, receipts, hotel folio, employee expense/reimbursement form, accounts-payable record, and payment record that comprise or substantiate this **specific \$3,590.52 amount**.

For any hotel expense included within the \$3,590.52, please provide:

- The hotel invoice/folio;
- The amount paid;
- The dates of the stay;
- The payment method;
- The City’s payment or

reimbursement record; and

- The identity of the employee for whom the hotel expense was incurred.

This request is limited solely to the records supporting the **\$3,590.52 figure presented to the Board of Aldermen on August 9, 2026.**

5. HUD Letters Following the Lead Program Audit/Review

Please provide every **formal letter, notice, monitoring report, finding, corrective-action letter, or written determination issued by HUD to the City of**

Nashua concerning the Lead Paint & Healthy Homes Program following HUD's last recent audit, as referenced by Dir. Sullivan in the August 11, 2026 BOA meeting, monitoring review, or compliance review, through **August 12, 2026.**

This portion seeks documents **sent by HUD to the City**, rather than all internal City communications discussing HUD.

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Please provide emails sent by HUD personnel to **Mayor Donchess, Matthew Sullivan, Timothy Cummings, Mike Jungers, and/or the City's Community Development Lead Program**

staff following the HUD audit/monitoring review through **August 12, 2026**, but only where the email concerns:

- Findings or corrective action;

- Lead grant financial or payroll allocation;
- Key personnel or program management;
- Questioned or unsupported costs;
- Grant compliance; or
- Actions HUD directed the City to complete.

This request does **not** seek routine scheduling emails, newsletters, general HUD announcements, training advertisements, or unrelated program correspondence.

7. Source Record for the August 9, 2026 Memorandum

Finally, please provide the **spreadsheet, payroll report, general-ledger report, or other accounting document used to calculate the figures, for every line item, appearing in the August 9, 2026 memorandum for R-26-048.**

This request is limited to the source accounting record(s) from which the amounts in that memorandum were taken and does not request unrelated Lead Program accounting records.

Format

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If the City determines that a particular numbered category contains no responsive

records, please identify that category and state that no responsive record exists. If any responsive record is withheld or redacted, please identify the record withheld or redacted and the statutory basis asserted for withholding or redaction. This request is intentionally limited to specifically identified grant, personnel-change, HUD, conference-expense, and accounting records associated with **Grant NHLHD0550-24 and the August 9, 2026 R-26-048 memorandum.**

Laurie Ortolano

You City ****

[Show less](#)

Timeline

Documents



Due date changed

Anyone with access to this request

09/23/2026 (was 08/27/2026).

August 27, 2026, 4:57pm by Staff

 Message to requester Requester + Staff

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request: Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3).

The City requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before September 23, 2026.

August 27, 2026, 4:57pm by Staff

 Due date changed Anyone with access to this request

08/27/2026 (was 08/19/2026). per CDD and ED

August 19, 2026, 6:56pm by Staff

 Message to requester Requester + Staff

The City's Administrative Services Department and the Office of Corporation conducted a reasonable search for available records matching your request as cited above. Please be advised that no records exist as identified and specified within your request.

Per RSA 91-A, If a public body or agency is unable to make a governmental record available for immediate inspection and copying, the public body or agency shall, within 5 business days of a request: Provide a written statement of the time reasonably necessary to determine whether the request shall be granted or denied and the reason for the delay. (RSA 91-A:4, IV (b), (3)).

The City's Community Development Division and the Economic Department requires additional time to search for records and to review for any applicable exemptions. As such, given the on-going work of the City, staff schedules, and the requirements required to conduct a reasonable search for records, review for applicable exemptions, and review for applicable redaction. We will respond on or before **August 27, 2026**.

August 19, 2026, 6:56pm by Staff



Department assignment

Anyone with access to this request

Added: Legal, Economic Development, Administrative Services, CDD-Engineering-Public Health Services-group.

August 13, 2026, 8:22am by Staff



Message to requester

Requester + Staff

Your Public Record(s) request has been submitted and will be processed per RSA 91-A.

To view your request details, please [log into your account](#).

RSA 91-A does not require a public body or agency to compile, cross-reference, or assemble information into a record that does not already exist, nor does it require the public body or agency to create records to answer questions.

Readily Available Records and Information

Please note that your requested information may already be available online on the city website [Nashua, NH | Official Website \(nashuanh.gov\)](#)

August 13, 2026, 8:22am



Request opened

Anyone with access to this request

Request received via email

August 13, 2026, 8:22am by Staff

Exhibit 18

After online allegations, records show HUD raised concerns about Nashua lead grant conference attendance

Byline: [Carol Robidoux](#)

Wednesday, May 20, 2026

[Latest News](#), [Civics](#)

[Lead & Healthy Homes](#)

NASHUA, NH – A public social media post alleging whistleblower retaliation inside Nashua’s [Lead & Healthy Homes](#) program prompted Ink Link News to seek public records related to the city’s federal \$7.7 million lead hazard grant, a recent HUD conference and the termination of a city employee.

The records confirm that federal housing officials raised concerns with Nashua about attendance at a mandatory training conference tied to the city’s HUD-funded lead hazard program. The records also confirm that a city employee, identified in a City of Nashua Separation Form obtained by Ink Link as Katarina Liti, was terminated by the city at the recommendation of HUD.s

The records reviewed do not establish that the termination was retaliatory, nor do they confirm claims made in the social media post that the employee was fired for raising concerns about deed restrictions, grant filings or other alleged compliance issues.

While the social media post asserts that Liti attended the conference as a guest speaker, documentation Ink Link has reviewed shows that, in fact, Liti was not a speaker and, instead, actually failed to attend the required sessions.

The questions began after Ortolano, a Nashua resident and [frequent critic of city government](#), posted on Facebook alleging “whistleblower retaliation” involving Nashua’s Lead & Healthy Homes program manager. Ortolano claimed the employee had raised concerns about HUD deed restrictions and unrecorded grant documents and was being terminated after attending a national lead conference in Washington, D.C.

Ink Link filed a Right-to-Know request to determine what public records showed.

Emails obtained from the city show that on March 30, HUD officials notified Nashua that the city had not yet registered for a mandatory Office of Lead Hazard Control and Healthy Homes Program Manager School conference. The notice said the training was required under the Notice of Funding Opportunity and the grant’s terms and conditions, and that all current grantees were required to attend and participate.

The HUD notice said the mandatory training was designed for program managers, fiscal staff and rehabilitation specialists supporting OLHCHH-funded programs. It also said each grantee was required to send at least two key staff members, including one program manager, and that attendance for the entire training was mandatory.

On April 1, Nashua Community Development Division Director Matt Sullivan forwarded the notice internally, asking whether registration had been completed and noting that the city had secured hotel and flight arrangements.

The issue resurfaced in May, when HUD Government Technical Representative Sacsheen Scott emailed Sullivan regarding “Conference Attendance Costs and Upcoming Monitoring Visit.” Scott wrote that personnel travel costs for the conference, normally considered an eligible expense, would not be eligible as available conference records were unable to confirm full participation by Liti, as required.

Scott also told Sullivan that HUD wanted to conduct a monitoring visit related to Nashua’s NHHUD550-24 grant.

In a follow-up email, Sullivan asked HUD several questions about conference attendance, including whether a badge had been scanned, whether the employee attended a Q&A session and whether another city representative had attended sessions. Sullivan wrote that Nashua would welcome a HUD monitoring visit and said the program had faced “substantial challenges” in recent years but remained committed to its work and partnership with HUD.

On May 8, HUD Acting Program Division Director Larry Byrd wrote that he recommended the employee be removed from the OLHCHH grant, citing ongoing challenges with the grant and the importance of full participation in required trainings, conference sessions and technical assistance opportunities. Byrd wrote that when staff do not participate, HUD staff must spend additional time repeating training, materials and resources already provided during the conference.

In a follow-up email, Sullivan asked HUD several questions about conference attendance, including whether a badge had been scanned, whether the employee attended a Q&A session and whether another city representative had attended sessions. Sullivan wrote that Nashua would welcome a HUD monitoring visit and said the program had faced “substantial challenges” in recent years but remained committed to its work and partnership with HUD.