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STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF ELDERLY & ADULT SERVICES

Nicholas A. Toumpas
Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-9203 1-800-351-1888

Nancy L. Rollins
Associate
Commissioner

Fax: 603-271-4643 TDD Access: 1-800-735-2964 www.dhhs.nh.gov

March 28, 2013

42.38% general
57.62% federal

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, New Hampshire 03301

retroactive

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Elderly and Adult Services to **retroactively** amend an existing Agreement (Purchase Order #1023712) with City of Nashua, 229 Main Street, New Hampshire (Vendor #157569) to provide transportation services by transferring Transportation service units from demand to fixed route with no change to the total price limitation, effective October 1, 2012 through June 30, 2013 upon Governor and Executive Council approval. The original Agreement, ending June 30, 2013, was approved by Governor and Executive Council on June 22, 2011 (Item #201). Funding is available in the following accounts for State Fiscal Year 2013, with the authority to transfer service units within the scope of services that are funded within the same account number and within the price limitation and amend the related terms of the contract without further approval from Governor and Executive Council.

05-95-48-481010-7872 HEALTH AND SOCIAL SERVICES, DEPT OF HEALTH AND HUMAN SVCS, HHS: ELDERLY AND ADULT SERVICES, GRANTS TO LOCALS, ADM ON AGING GRANTS

State Fiscal Year	Class/Object	Class Title	Current Modified Budget	Increase (Decrease) Amount	Revised Modified Budget
2012	512-500352	Transportation	\$102,585.60	\$0.00	\$102,585.60
2013	512-500352	Transportation	\$102,585.60	\$0.00	\$102,585.60
Total			\$205,171.20	\$0.00	\$205,171.20

EXPLANATION

Under the terms of this agreement the City of Nashua's Nashua Transit System provides transportation services to seniors. Funding to support these services is provided under the Older Americans Act. There are two types of transportation services provided: on demand transportation and fixed route (bus) transportation. The agreement provides funding for a fixed number of services (defined as units of service) for each type of transportation. This amendment is identified as retroactive because it transfers available on demand transportation units of service to fixed route units of service effective October 1, 2012 and is being submitted retroactively due to a Bureau of Elderly and Adult Services' oversight.

The site review conducted by the Bureau of Elderly and Adult Services revealed that the Nashua Transit System was charging a fare for on demand transportation, contrary to Title III of the Older Americans Act that prohibits charging a fee or a fare for services. Nashua Transit System determined that it could not continue on

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
March 28, 2013
Page 2

demand services without the fare charged to seniors. That being the case, the Transit System could no longer invoice the Bureau for on demand services. However, the Transit System does not charge a fare for fixed route bus transportation to seniors who redeem vouchers that are distributed free of charge to senior housing facilities. By transferring unused on demand transportation units of service to fixed route units of service, the Nashua Transit System will be able to provide more senior riders uninterrupted service. These additional units of service for bus transportation allow seniors to attend doctor appointments, meals sites, shopping and a connection to their community, in compliance with the Older Americans Act.

Should the Governor and Council determine to not authorize to amend this existing Agreement, seniors will have less access to services such as, but not limited to, doctor appointments, pharmacy, shopping, and congregate meal sites. Less access means less independence for seniors and greater isolation from their communities.

City of Nashua, New Hampshire's original contract, approved by Governor and Executive Council on June 22, 2011 (item #201), for transportation services was awarded based on a competitive bid process. A Request for Proposals was posted on Department of Health and Human Services' web site beginning February 25, 2011 in order to procure direct care services from community vendors. The bid summary for City of Nashua is attached.

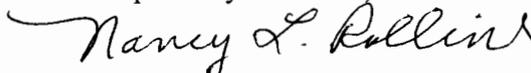
Bureau of Elderly and Adult Services established performance measures to determine that these services were beneficial to the State and seniors by enabling them to remain in their homes and communities and to remain independent based on the federal sourcing requirements. Data from various sources including, but not limited to, contractor reporting, site reviews, and data available through information technology are utilized to determine if the contractor is meeting the performance measures. Because their recent site review revealed that the City of Nashua's Nashua Transit System could not sustain the on demand transportation utilizing Administration on Aging Title III funding through the Bureau of Elderly and Adult Services, the Bureau agreed with the City of Nashua's Nashua Transit System that focusing the Title III funding provided through this contract on fixed route transportation only, Nashua Transit System will be able to provide for more senior riders and be in compliance with the Older Americans Act.

Area served: See attached list of towns/cities served.

Source of Funds: 57.62% Federal (Administration on Aging) and 42.38% General Funds.

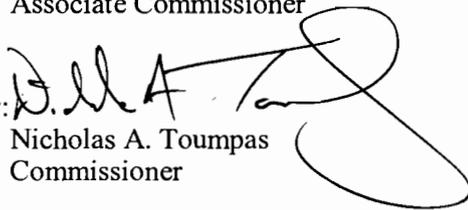
In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,



Nancy L. Rollins
Associate Commissioner

Approved by:



Nicholas A. Toumpas
Commissioner

Request for Proposals Social Services for SFY's 2012 and 2013
 RFP #12-DCBCS-BEAS-SS-01

Agency Name:	City of Nashua
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RFP Criteria	Max. Pts.	RFP Reviewers			Total
		1	2	3	
		Ann Driscoll	Tracey Tarr	Patrick Herlihy	
Agency Capacity	35	23	28	28	26.3
Response to Scope of Services	40	33	30	35	32.7
Budget & Justification	20	11	16	18	15.0
Format	5	2	4	5	3.7
Total	100	69	78	86	77.7

Reviewers Information:

Job Title	Administrator I	Supervisor VII	Administrator II
Dept/Agency	DHHS/DCBCS/BEAS	DHHS/DCBCS/BEAS	DHHS/DCBCS/BEAS
Qualifications	20 years as a CPA, worked for DHHS for 8 years, monitored programming and financial contracts for BBH, BDS, Homeless and Housing and BEAS. Reviewed RFPs for BBH and BEAS.	Policy and Program Development and Direct Care with the Aging Population	DHHS' Transportation Coordinator with 25 years experience in state government with emphasis on community development & human services

**State of New Hampshire
Department of Health and Human Services
Amendment #1 for City of Nashua**



**State of New Hampshire
Department of Health and Human Services
Amendment #1 for City of Nashua**

This first Amendment to the Transportation services contract (hereinafter referred to as "Amendment #1") dated this 27th day of February 2013, is by and between the State of New Hampshire, Department of Health and Human Services (hereinafter referred to as the "State" or "Department") and City of Nashua, (hereinafter referred to as "the Contractor"), a political subdivision of the State of New Hampshire, with a place of business at 229 Main Street, Nashua, NH 03061-2019.

WHEREAS, pursuant to an agreement (the "Contract") approved by the Governor and Executive Council on June 22, 2011, the Contractor agreed to perform certain services based upon the terms and conditions specified in the Contract as amended and in consideration of certain sums specified; and

WHEREAS, the State and the Contractor have agreed to make changes to the scope of work, payment schedules and terms and conditions of the contract; and

WHEREAS, pursuant to the General Provisions, Paragraph 18 of the Agreement; and Exhibit A, Section II, Paragraph 15; the State may modify the payment schedule of the contract by written agreement of the parties; and

WHEREAS, the Contractor has requested to transfer units of demand route transportation to units of fixed route transportation.

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Contractor Initials: DL
Date: 3/1/2013

**State of New Hampshire
Department of Health and Human Services
Amendment #1 for City of Nashua**



NOW THEREFORE, in consideration of the foregoing and the mutual covenants and conditions contained in the Contract and set forth herein, the parties hereto agree as follows:

- 1) Amendment and modification of Exhibit B;
 - a) Delete Paragraph #1 Table and replace with the following:

<u>Service</u>	<u>SFY 2012-2013 Unit Type</u>	<u>SFY 2012- 2013 Rate Per Unit</u>	<u>Original SFY 2012 Units</u>	<u>Original SFY 2013 Units</u>	<u>Revised SFY 2013 Units</u>
Funding: AoA Title IIIB					
Transportation-Demand Route	Per one way trip	\$ 5.74	13,440	13,440	0
Transportation-Fixed Route	Per one way trip	\$ 2.12	12,000	12,000	48,389

- b) Delete Paragraph # 2 and replace with the following:

2. It is understood that in no event shall the payments made by the Bureau of Elderly and Adult Services under this Agreement for services provided by the Contractor in SFY 2012 and SFY 2013 exceed the sum of \$102,585.60 and \$102,585.60, respectively, for a grand total of \$205,171.20.

- c) Add Paragraph # 13 with the following:

13. Notwithstanding paragraph 18 of the P-37 and Exhibit A, Section II, Paragraph 15, an amendment limited to the terms of Exhibit B, Paragraph #1 Table, to transfer the amount of units from one service to another that are funded within the same account number identified in the original Exhibit B Paragraph 3 and within the price limitation, can be made by written agreement of both parties and may be made without first obtaining approval of Governor and Executive Council.

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Contractor Initials: 
Date: 3/11/2013

**State of New Hampshire
Department of Health and Human Services
Amendment #1 for City of Nashua**



This Amendment shall be retroactive to October 1, 2012, effective upon Governor and Executive Council approval.

IN WITNESS WHEREOF, the parties have set their hands as of the date written below,

State of New Hampshire
Department of Health and Human Services

4/9/2013
Date

Nancy L. Rollins
Nancy L. Rollins
Associate Commissioner

City of Nashua

3/1/2013
Date

Donna Lee Lozeau
NAME Donna Lee Lozeau
TITLE Mayor

Acknowledgement:

State of NH, County of HILLSBOROUGH on 3/1/2013, before the undersigned officer, personally appeared the person identified above, of DONNALEE LOZEAU satisfactorily proven to be the person whose name is signed above, and acknowledged that s/he executed this document in the capacity indicated above.

Signature of Notary Public or Justice of the Peace

Brenda J. Cloutier
Name and Title of Notary or Justice of the Peace

MY COMM. EXP.: 1/25/17

Contractor Initials: DL
Date: 3/1/2013

**State of New Hampshire
Department of Health and Human Services
Amendment #1 for City of Nashua**



The preceding Amendment, having been reviewed by this office, is approved as to form, substance, and execution.

OFFICE OF THE ATTORNEY GENERAL

22 April 2013
Date

Jeanne P. Henick
Name: Jeanne P. Henick
Title: Attorney

I hereby certify that the foregoing contract was approved by the Governor and Executive Council of the State of New Hampshire at the Meeting on: _____ (date of meeting)

OFFICE OF THE SECRETARY OF STATE

Date

Name:
Title:

Contractor Initials: DC
Date: 3/1/2013

CITY OF NASHUA NEW HAMPSHIRE

ABSTRACT OF CORPORATE MINUTES

The following is a true abstract from minutes of meeting of The Board of Alderman of the City of Nashua, New Hampshire on 5/24/94 which was duly called at which a quorum was present:

“On motion duly made and seconded, it was voted to authorize the City of Nashua, to accept grants and awards and enter into contracts, and contract amendments from time to time with the Division of Elderly and Adult Services to sign and otherwise fully execute such acceptances and contracts, and contract amendments or modifications thereto, and any related documents requested by the Division of elderly and Adult Services; this authorization to continue until revoked by vote of this governing board.

I certify the foregoing vote is still in effect and has not been revoked, rescinded or modified.

I further certify that Donnalee Lozeau is the duly elected Mayor of the City of Nashua, and is still qualified and serving in such capacity.

3-1-2013

(Date)

Paul B. Deyerson

City Clerk

(Imprint seal of corporation. If none, write: “No corporate seal.”)

STATE OF NEW HAMPSHIRE

COUNTY OF HILLSBOROUGH

On 3/1/2013, before the undersigned officer personally appeared the person identified in the foregoing certificate, known to me (or satisfactorily proven) to be the Clerk/Secretary of the corporation identified in the foregoing certificate, and acknowledged that he executed the foregoing certificate.

In witness whereof I hereunto set my hand and official seal.

Penda J. Cloutier
Notary Public/~~Justice of the Peace~~
MY COMM. EXP.: 1/25/17



R-94-36

RESOLUTION

RELATIVE TO AGREEMENTS WITH THE NEW HAMPSHIRE DEPARTMENT OF HEALTH AND HUMAN SERVICES

CITY OF NASHUA

In the Year of Our Lord One Thousand Nine Hundred and Ninety-four

RESOLVED. By the Board of Aldermen of the City of Nashua

WHEREAS, the City may apply for funds to provide transit services under the Older Americans Act;

WHEREAS, there is a demand for such services; and

WHEREAS, City has the capacity to provide such service;

NOW THEREFORE, the Mayor be authorized to accept grants and awards and enter into contracts and contract amendments from time to time with the State of New Hampshire Department of Health and Human Services, Division of Elderly and Adult Services, to provide transportation services in the City of Nashua and the Towns of Hudson and Merrimack, and to sign and execute such acceptances and contracts, and contract amendments, and any related documents requested by the Division of Elderly and Adult Services; this authorization to continue until revoked by the Board of Aldermen.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
3/01/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International New England 299 Ballardvale St Wilmington, MA 01887 978 657-5100	CONTACT NAME: PHONE (A/C, No, Ext): 978 657-5100 FAX (A/C, No): 978-988-0038	
	E-MAIL ADDRESS:	
INSURED City of Nashua 229 Main St PO Box 2019 Nashua, NH 03061	INSURER(S) AFFORDING COVERAGE	
	INSURER A: American Alternative Ins Corp	NAIC #: 19720
	INSURER B: MidWest Employers	
	INSURER C:	
	INSURER D:	
	INSURER E:	

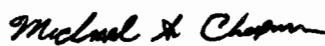
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

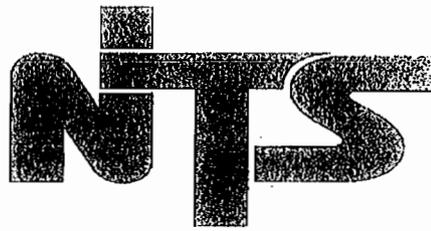
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY			N1A2RL000005	07/01/2010	07/01/2013	EACH OCCURRENCE	\$1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> BI/PD Ded:300000 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
							GENERAL AGGREGATE	\$2,000,000
							PRODUCTS - COMP/OP AGG	\$
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
A	UMBRELLA LIAB			N1A2UM00000504	07/01/2010	07/01/2013	EACH OCCURRENCE	\$5,000,000
	<input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$10000						AGGREGATE	\$5,000,000
								\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			EWC005001	07/01/2012	07/01/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				E.L. EACH ACCIDENT	\$1,000,000
							E.L. DISEASE - EA EMPLOYEE	\$1,000,000
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: BEAS Grant Funding

CERTIFICATE HOLDER State of New Hampshire Bureau of Elderly & Adult Services Attn: Catherine Cormier 129 Pleasant St. Concord, NH 03301	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 



NASHUA TRANSIT SYSTEM MISSION STATEMENT

To provide a level of public transportation that allows for a convenient, affordable, reliable and environmental friendly method of transportation servicing the needs of citizens through a dedicated, professional, and customer focused workforce.



MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

102 Perimeter Road
Nashua, NH 03063-1301
Tel (603) 882-1111 • Fax (603) 882-9456
www.melansonheath.com

INDEPENDENT AUDITORS' REPORT

To the Mayor and Board of Aldermen
City of Nashua, New Hampshire

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Nashua, New Hampshire, as of and for the year ended June 30, 2012 (except for Pennichuck Corporation which is as of and for the year ended December 31, 2011), which collectively comprise the City's basic financial statements as listed in the Table of Contents. These financial statements are the responsibility of the City of Nashua's management. Our responsibility is to express an opinion on these financial statements based on our audit. We did not audit the Nashua Airport Authority Component Unit as of June 30, 2012 and for the year then ended. We did not audit Pennichuck Corporation and Subsidiaries as of December 31, 2011 and for the year then ended. Those statements were audited by other auditors whose report has been furnished to us, and our opinion, insofar as it relates to the amounts included for the component unit, is based solely on the report of the other auditors.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

In our opinion, based on our audit and the reports of other auditors, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, the aggregate remaining fund information of the City of Nashua, New Hampshire, as of June 30, 2012, and the respective changes in financial position and cash flows, where applicable, thereof and the respective budgetary comparison for the General Fund for the year then ended in conformity, and discretely presented component units, with accounting principles generally accepted in the United States of America.

Additional Offices:

In accordance with *Government Auditing Standards*, we have also issued a report dated February 21, 2013 on our consideration of the City's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis and Schedule of Funding Progress information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Our audit was made for the purpose of forming opinions on the financial statements that collectively comprise the City of Nashua, New Hampshire's basic financial statements. The combining, individual fund statements and schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Nashua, New Hampshire's basic financial statements. The introductory and statistical section is presented for purposes of additional analysis and is not a required part of the basic financial statements. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

Melanson, Heath + Company P. C.
February 21, 2013

CITY OF NASHUA, NEW HAMPSHIRE

STATEMENT OF NET ASSETS

JUNE 30, 2012

(Except for Pennichuck Corporation Component Unit, which is as of December 31, 2011)

	Primary Government			Component Units
	Governmental Activities	Business- Type Activities	Government Wide Total	
ASSETS				
Current:				
Cash and short-term investments	\$ 149,768,801	\$ 14,368,654	\$ 164,137,455	\$ 3,090,186
Investments	34,498,427	-	34,498,427	383,819
Receivables, net of allowance for uncollectibles:				
Property taxes	20,188,046	-	20,188,046	-
User fees	-	2,907,427	2,907,427	5,589,536
Departmental and other	339,446	-	339,446	-
Intergovernmental	5,125,609	1,450,329	6,575,938	2,041,580
Loans	656,823	-	656,823	-
Internal balances	8,263,300	(8,263,300)	-	-
Due from external parties - fiduciary funds	650,645	-	650,645	-
Other assets	782,562	-	782,562	2,686,000
Total current assets	<u>220,273,659</u>	<u>10,463,110</u>	<u>230,736,769</u>	<u>13,791,121</u>
Noncurrent:				
Capital assets being depreciated, net of accumulated depreciation	202,372,373	128,195,943	330,568,316	167,976,447
Capital assets not being depreciated	34,526,810	8,542,270	43,069,080	13,246,040
Investment in Pennichuck	150,570,000	-	150,570,000	-
Other assets	-	-	-	16,826,000
Total non-current assets	<u>387,469,183</u>	<u>136,738,213</u>	<u>524,207,396</u>	<u>198,048,487</u>
TOTAL ASSETS	<u>607,742,842</u>	<u>147,201,323</u>	<u>754,944,165</u>	<u>211,839,608</u>
LIABILITIES				
Current:				
Accounts payable	10,518,024	-	10,518,024	3,286,497
Retainage payable	524,134	-	524,134	591,000
Accrued liabilities	19,913,046	954,582	20,867,628	751,038
Unearned revenues	88,030,079	-	88,030,079	4,172
Notes payable	-	2,591,957	2,591,957	-
Other	592,522	-	592,522	-
Current portion of long-term liabilities:				
Bonds and notes payable	13,124,676	3,136,368	16,261,044	1,096,000
Acquisition bonds payable	3,390,000	-	3,390,000	-
Compensated absences	1,284,934	49,976	1,334,910	43,293
Capital leases	22,256	-	22,256	304,000
Total current liabilities	<u>137,399,671</u>	<u>6,732,883</u>	<u>144,132,554</u>	<u>6,076,000</u>
Noncurrent:				
Bonds and notes payable	107,627,647	33,840,833	141,468,480	59,437,000
Acquisition bonds payable	147,180,000	-	147,180,000	-
Compensated absences	14,776,741	505,313	15,282,054	34,202
Net OPEB obligations	14,972,539	335,052	15,307,591	3,217,000
Capital leases	23,083	-	23,083	-
Other	-	4,587,123	4,587,123	65,868,000
Total non-current liabilities	<u>284,580,010</u>	<u>39,268,321</u>	<u>323,848,331</u>	<u>128,556,202</u>
TOTAL LIABILITIES	<u>421,979,681</u>	<u>46,001,204</u>	<u>467,980,885</u>	<u>134,632,202</u>
NET ASSETS				
Invested in capital assets, net of related debt	119,796,245	105,608,828	225,405,073	19,899,487
Restricted for:				
Pennichuck corporation	-	-	-	56,879,000
Grants and other statutory restrictions	5,408,418	-	5,408,418	-
Capital projects	1,448,731	3,863,829	5,312,560	-
Permanent funds:				
Expendable	1,688,117	-	1,688,117	-
Nonexpendable	16,380,114	-	16,380,114	-
Unrestricted	<u>41,041,536</u>	<u>(8,272,538)</u>	<u>32,768,998</u>	<u>428,919</u>
TOTAL NET ASSETS	<u>\$ 185,763,161</u>	<u>\$ 101,200,119</u>	<u>\$ 286,963,280</u>	<u>\$ 77,207,406</u>

See notes to financial statements.

CITY OF NASHUA, NEW HAMPSHIRE

STATEMENT OF ACTIVITIES

FOR FISCAL YEAR ENDED JUNE 30, 2012

(Except for Pennichuck Corporation Component Unit, which is as of December 31, 2011)

	Expenses	Indirect Cost Allocation	Program Revenues		
			Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions
Primary Government					
Governmental Activities:					
General government	\$ 22,497,654	\$ 520,070	\$ 1,822,436	\$ 4,819,101	\$ 2,581,897
Police	27,563,038	173,269	931,703	454,865	-
Fire	21,696,948	185,142	95,041	576,370	-
Water fire protection services	2,611,535	-	-	-	-
Education	146,755,939	3,682,641	3,860,116	54,310,233	200,000
Public works	11,378,882	178,636	841,118	55,065	1,660,408
Health and human services	3,217,342	-	188,493	916,597	-
Culture and recreation	7,593,302	149,364	580,426	(33,968)	64,081
Community development	7,165,410	239,529	1,389,901	-	3,896,535
Communications	1,170,742	150,371	-	-	70,219
Interest and costs	5,279,022	(5,279,022)	-	-	-
Total Governmental Activities	256,929,814	-	9,709,234	61,098,263	8,473,140
Business-Type Activities:					
Wastewater services	10,840,594	-	10,182,311	-	1,130,104
Solid waste services	5,554,950	-	2,393,635	-	125,000
Total Business-Type Activities	16,395,544	-	12,575,946	-	1,255,104
Total primary government	\$ 273,325,358	\$ -	\$ 22,285,180	\$ 61,098,263	\$ 9,728,244
Component units:					
Pennichuck Corporation	\$ 31,565,000	\$ -	\$ 38,327,000	\$ -	\$ -
Nashua Airport Authority	933,227	-	530,063	-	10,078,666
Total component units	\$ 32,498,227	\$ -	\$ 38,857,063	\$ -	\$ 10,078,666

General Revenues, permanent fund contributions and transfers:

Property taxes
 Auto permits
 Penalties, interest and other taxes
 Grants and contributions not restricted
 to specific programs
 Investment income
 Miscellaneous
 Pennichuck adjustments
 Permanent fund contributions
 Transfers in (out)

Total general revenues, contributions and transfers

Change in Net Assets

Net Assets:

Beginning of year

End of year

Net (Expenses) Revenues and Changes in Net Assets			
Primary Government			
Governmental Activities	Business- Type Activities	Total	Component Units
\$ (13,794,290)	\$ -	\$ (13,794,290)	\$ -
(26,349,739)	-	(26,349,739)	-
(21,210,679)	-	(21,210,679)	-
(2,611,535)	-	(2,611,535)	-
(92,068,231)	-	(92,068,231)	-
(9,000,927)	-	(9,000,927)	-
(2,112,252)	-	(2,112,252)	-
(7,132,127)	-	(7,132,127)	-
(2,118,503)	-	(2,118,503)	-
(1,250,894)	-	(1,250,894)	-
-	-	-	-
(177,649,177)	-	(177,649,177)	-
-	471,821	471,821	-
-	(3,036,315)	(3,036,315)	-
-	(2,564,494)	(2,564,494)	-
(177,649,177)	(2,564,494)	(180,213,671)	-
-	-	-	6,762,000
-	-	-	9,675,502
			<u>16,437,502</u>
174,911,173	-	174,911,173	-
11,077,345	-	11,077,345	-
1,425,762	-	1,425,762	-
5,599,971	610,336	6,210,307	-
1,297,950	36,104	1,334,054	6,861
1,410,241	-	1,410,241	-
-	-	-	(6,033,000)
100,140	-	100,140	-
(3,543,251)	3,543,251	-	-
<u>192,279,331</u>	<u>4,189,691</u>	<u>196,469,022</u>	<u>(6,026,139)</u>
14,630,154	1,625,197	16,255,351	10,411,363
<u>171,133,007</u>	<u>99,574,922</u>	<u>270,707,929</u>	<u>66,796,043</u>
<u>\$ 185,763,161</u>	<u>\$ 101,200,119</u>	<u>\$ 286,963,280</u>	<u>\$ 77,207,406</u>

**CITY OF NASHUA, NEW HAMPSHIRE
LIST OF PRINCIPAL OFFICIALS
FISCAL YEAR 2013**

MAYOR

DONNALEE LOZEAU

ALDERMEN AT LARGE

MARK S. COOKSON

BRIAN McCARTHY, PRESIDENT

DAVID W. DEANE

JIM DONCHESS

BARBARA PRESSLY

LORI WILSHIRE, VICE PRESIDENT

WARD ALDERMEN

KATHY VITALE

WARD 1

PAUL M. CHASE JR.

WARD 6

RICHARD DOWD

WARD 2

JUNE CARON

WARD 7

DIANE SHEEHAN

WARD 3

MARY ANN MELIZZI-GOLJA

WARD 8

ARTHUR T. CRAFFEY JR

WARD 4

DANIEL MORIARTY

WARD 9

MICHAEL J. TABACSKO

WARD 5

Personnel Form - Program Personnel Costs Budget By Service	
Agency Name	City of Nashua, Nashua Transit System
Program Service Name	Transportation

Position Title	SFY 2012 7/1/11 - 6/30/12			SFY 2013 7/1/12 - 6/30/13			
	FTE for Program	Total Annual Salary	Salary Allocated To Program	Salary Allocated To BEAS	FTE for Program	Total Annual Salary	Salary Allocated To Program

Key Administrative Staff								
Director of Transit	1	70,333	70,333	\$ 4,220	1	71,388	71,388	\$ 4,283
Transit Ops/Mktg Super	1	49,006	49,006	\$ 9,801	1	49,741	49,741	\$ 9,948
General Manager	1	60,505	60,505	\$ 3,630	1	61,413	61,413	\$ 3,685
Direct Care Staff								
Drivers		587,315	587,375			611,753	611,753	
Non Key Admin. Staff								
Financial Coord	1	58,384	58,384		1	59,260	59,260	
Operations/Dispatch	3.5	127,200	127,200		3.5	129,108	129,108	
Mechanics	2	89,167	89,167		2	90,505	90,505	
Utility Maint Service Worker	1.5	41,042	41,042		1.5	41,658	41,658	
Total Personnel Costs	\$ 11	\$ 1,041,910	\$ 1,041,970	\$ 17,651	\$ 11	\$ 1,073,167	\$ 1,073,167	\$ 17,916

Mark A. Sousa

WORK EXPERIENCE

Director of Transit

City of Nashua – Nashua Transit
11 Riverside Street
Nashua, NH 03062
April 2005 to Present

Overseeing all operations for the City's Transit Department. This includes overseeing all grants from the Federal Transit Administration, all State of NH grants and agreements, planning for future service, securing all other revenues and resources, directing and overseeing a budget that is over \$2+ million, interviewing and hiring staff.

Legislative Liaison

City of Nashua – Mayors Office
City Hall
229 Main Street
Nashua, NH 03060
November 2003 – April 2005

Represented the City of Nashua at the State Legislature on issues that affected the City. Testified on behalf of the City at committee meetings as well as other venues in the State House & Senate. Represented the Mayor at certain venues and meetings as well as assisted in policy making for the City.

ACTIVITIES

Emergency Management Director – City of Nashua
Board of Directors – NHDART
Board of Directors – Nashua Salvation Army
Mayors Transportation Task Force

EDUCATION

Florida Atlantic University
Bachelor of Arts – Criminal Justice/Business

References shall be furnished upon request.

Kristi Gillette

OBJECTIVE: Secure a long-term position that promotes professional growth.

EXPERIENCE:

City of Nashua

Nashua, NH 03062

Transit Coordinator; July 2008- present

- Assists in development of system policies, programs, objectives and procedures in conformance with City of Nashua policies and directives.
- Responsible for assuring the operation of the system in the most efficient and cost-effective manner.
- Directly supervises the Operations Manager, Transit Coordinator, the Dispatch Supervisors and any other department head that may be established or appointed in the performance of their duties.
- Participates in community affairs and represents the best interest of the community and Nashua Transit,
- Maintains channels of communication with City, County, State and Federal officials and citizens who may have an impact or direct involvement with the transit system.
- Assist General Manager in labor relations and labor negotiations and meets with union representatives on a regular basis to discuss current system activities and programs; conducts grievance meetings and appeal hearings in accordance with labor contract requirements.
- Performs such other duties as necessary or as directed by the Director of Transit of the City of Nashua.

Mobility Manger April 2004- July, 2008

Nashua Transit System, Nashua, NH 03060

- Determine ADA eligibility of all passengers by applying complicated Federal ADA guidelines and regulations.

- Coordinate the Access to Jobs program ensuring that all needs of prospective clients are met.
- Coordinate the Company's complaint procedures ensuring that all complaints are addressed.
- Oversee the passenger outreach program to assist other community organizations with their transportation needs.
- Function as the company's Marketing Director
- Entering all ADA information into Routematch database.
- Track all ADA eligibility renewal dates; assuring all clients are notified of recertification deadlines.
- Collect, verify and report all client no-show suspensions by mail.
- Including organizing and scheduling all appeal hearings.
- Engage in continuing education by participating in all ADA courses, including Easter Seals "ADA and Beyond" FTA conferences and T-classes.

Family Service Specialist, August 2002- April 2004
State Department of Health and Social Services, Nashua, NH

- Conduct interviews to determine need, review options, and obtain pertinent information utilizing and investigative interviewing process.
- Contact collateral sources to verify and evaluate information.
- Applies complex and changing federal state policy to ensure consistent and accurate rules and regulations.
- Review case circumstances and correspondence to update information and authorize changes.

Front Desk Coordinator, January 1997- August 2002
Teamsters Local 25, Chelmsford, Massachusetts

- Verified all insurance coverage and benefits.
- Coordinated schedules for a four dentists, five-hygienist practice daily.
- Maintained all patient charts and files on a continual basis.
- Coordinated alternate dental care for all patients who required care beyond the scope of general dentistry.

- Answered all incoming calls, scheduled appointments, greeted patients, and confirmed appointments.

EDUCATION:

Bachelor of Science in Social Work, May 1996
University of Massachusetts

Courses taken included:

Social Work Methods I/II/III Social Systems and Social Work Practice
Field Education I/II/III Social Welfare and the Law
Child and Family Services Social Work and Medical Issues
Social Services for the Aging Social Work in Criminal Justice Settings



STATE OF NEW HAMPSHIRE
DEPARTMENT OF HEALTH AND HUMAN SERVICES
DIVISION OF COMMUNITY BASED CARE SERVICES

BUREAU OF ELDERLY & ADULT SERVICES

Nicholas A. Toumpas
Commissioner

129 PLEASANT STREET, CONCORD, NH 03301-3857
603-271-4680 1-800-351-1888
Fax: 603-271-4643 TDD Access: 1-800-735-2964

Nancy L. Rollins
Associate Commissioner

May 23, 2011

His Excellency, Governor John H. Lynch
and the Honorable Executive Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Health and Human Services, Division of Community Based Care Services, Bureau of Elderly and Adult Services to enter into an agreement with City of Nashua, New Hampshire, (Vendor #157569) to provide Transportation, in an amount not to exceed \$205,171.20 effective July 1, 2011 or date of Governor and Council approval, whichever is later, through June 30, 2013. Funds are anticipated to be available in the following accounts in State Fiscal Years 2012 and 2013 upon availability and continued appropriation of funds in the future operating budgets:

05-95-48-481010-7872 HEALTH AND SOCIAL SERVICES, DEPT. OF HEALTH AND HUMAN SERVICES, HHS: ELDERLY AND ADULT SERVICES, GRANTS TO LOCALS, ADM ON AGING GRANTS

Fiscal Year	Class/Object	Class Title	Amounts
2012	512-500352	Transportation	\$102,585.60
2013	512-500352	Transportation	\$102,585.60
Total			\$205,171.20

EXPLANATION

The purpose of this Requested Action is to purchase direct care social services that allow the elderly and disabled adults to secure and maintain maximum independence and dignity. Participants receiving Transportation services will be able to remain in their homes and communities and maintain their independence.

A Request for Proposals for social services funded by Bureau of Elderly and Adult Services was posted on Department of Health and Human Services' web site beginning February 25, 2011 in order to procure direct care services from community vendors. In addition, a notice of the release of the Request for Proposals was sent to all existing Bureau of Elderly and Adult Services' contractors, all potential contract providers known by the Bureau, the Home Care Association of New Hampshire, New Hampshire Adult Day Services Association and the liaisons for the Regional Coordination Councils as part of the statewide Community Transportation Regional Coordination System.

His Excellency, Governor John H. Lynch
and the Honorable Executive Council
May 23, 2011
Page 2

Funding for this contract is based on Bureau of Elderly and Adult Services' review of statewide, provider documented client needs as evidenced by State Fiscal Year 2010 and year-to-date State Fiscal Year 2011 contract utilization, quarterly program service reports and information provided in the proposal. This agency submitted a bid to provide Transportation services to eligible individuals in the catchment area identified in this contract was selected to receive funding for SFY 2012 and 2013 under this contract.

The Bureau of Elderly and Adult Services established a team of reviewers with program and/or financial experience from throughout the Department to review the proposal. See attached Scoring Detail for Criteria, Scores and Reviewers Information.

Should the Governor and Executive Council determine to not authorize this contract, the social services provided to these elderly and/or disabled clients will be reduced, or eliminated, to a level that could jeopardize their ability to remain in their home. Low-income elderly and/or disabled clients are likely to become eligible for more costly long-term care services in traditional nursing homes or community based care programs.

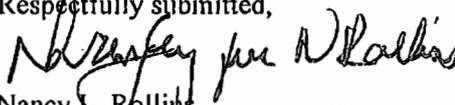
Bureau of Elderly and Adult Services established performance measures to determine that services purchased by the State and delivered by the contractor were beneficial to the State and the client by enabling the client to remain in their home and community and to remain independent based on the federal sourcing requirements. Data from various sources including, but not limited to, contractor reporting, site reviews, and data available through information technology will be utilized to determine if the contractor is meeting the performance measures. Bureau of Elderly and Adult Services expects one hundred percent compliance.

Area served: See attached list of towns/cities served.

Sources of Funds: 57.62% Federal (Administration on Aging and Social Services Block Grant) and 42.38% General Funds.

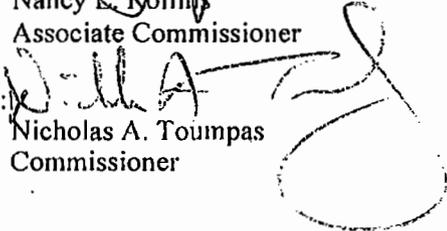
In the event that the Federal Funds become no longer available, General Funds will not be requested to support this program.

Respectfully submitted,


Nancy L. Rollins

Associate Commissioner

Approved by:


Nicholas A. Toumpas
Commissioner