

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

September 6, 2022 at 5:00 PM

Chairman Heath called the meeting to order.

The Clerk called the roll.

Present: Aldermen Heath, Long, Barry

Absent: Aldermen Levasseur and Cavanaugh

Messrs.: K. LeBlanc, S. Wickens

1. Update on the City's Revolving Loan Fund.

Alderman Long moved to accept. Alderman Barry duly seconded the motion.

Alderman Long stated with respect to the revolving loans, they are 60 days past due. Do we know when the last payment was made?

Kim LeBlanc, Financial Analyst II, asked are you talking about #12.

Alderman Long responded I am on page 3 of 37. It has the original date and the loan maturity and some of these are two, three and four years. Do we know when the last payment was made?

Ms. LeBlanc responded all of these with the exception of the ones that are highlighted are current.

Alderman Long asked and the highlighted ones are with the Solicitor.

Ms. LeBlanc answered yes. There was a pay-off recently on Loan #8. They paid off their MDC loan.

Alderman Long asked what about Three Kitchens Bar & Grill.

Ms. LeBlanc replied their last payment was made in May 2022.

Alderman Long asked so they are still current.

Ms. LeBlanc responded well they are behind and I have notified the MDC Committee.

Alderman Long asked weren't some of these paying court ordered...or was it the other list.

Ms. LeBlanc answered those are separate from this list. That is a list I have from the Solicitor but they are not included in this.

Chairman Heath called for a vote. There being none opposed, the motion carried.

2. Communication from Michele Bogardus, Deputy Finance Officer, submitting Finance Department reports as follows:
 - Accounts Receivable over 90 days
 - Aging Report
 - Outstanding Receivables

*On motion of **Alderman Long**, duly seconded by **Alderman Barry**, it was voted to accept the reports.*

3. Communication from DISH Wireless, LLC requesting approval of a Site Lease Agreement on Hackett Hill Road.

Sharon Wickens, Finance Officer, stated since we placed this on the agenda, they did come back to us with construction drawings and Director Clougherty has not had a chance to review them and he has some additional comments that he is working through with the Solicitor. I think this should be tabled until we flush all of that out and make sure everything is buttoned up before approving anything.

*On motion of **Alderman Long**, duly seconded by **Alderman Barry**, it was voted to table the request.*

4. Chairman Heath advised that ordinances are to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.
 - "Amending Chapter 33: Human Resources of the Code of Ordinances of the City of Manchester by adding Juneteenth as a holiday under §33.075 Holidays."
 - "Amending Section 70.40 Towing of the Code of Ordinances of the City of Manchester by increasing the fees associated with vehicles towed without the consent or authorization of the owner/operator of the vehicle."

Alderman Long stated regarding Juneteenth, I didn't see a date in there. It is June 19th correct?

Chairman Heath stated it would be effective next year.

Matthew Normand, City Clerk, stated it takes effect upon passage. It still has a process to go through but once the Board ordains this it will be in effect.

Alderman Long asked so the ordinance doesn't have to specify a date. We have the 4th of July and we have Labor Day and New Year's Day but Juneteenth is June 19 I believe.

Chairman Heath replied yes.

Alderman Long stated I just wanted to point that out.

City Clerk Normand stated well none of the actual dates are there. When it is celebrated, it will be a day off for the employees.

Alderman Long asked is it a federal holiday.

Chairman Heath answered I believe so. It was passed federally.

*On motion of **Alderman Long**, duly seconded by **Alderman Barry**, it was voted that the ordinance amendments ought to pass and be Enrolled.*

*There being no further business on motion of **Alderman Barry**, duly seconded by **Alderman Long**, it was voted to adjourn.*

A True Record. Attest.

A handwritten signature in black ink, appearing to read "Matthew Normand". The signature is fluid and cursive, with a long horizontal stroke at the end.

Clerk of Committee