

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

August 6, 2024 at 5:30 PM

Chairman Terrio called the meeting to order.

The Clerk called the roll.

Present: Aldermen Terrio, E. Sapienza, Vincent, O'Neil, T. Sapienza

Messrs.: S. Wickens

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

Sharon Wickens, Finance Officer, stated I don't have any specific comments but if you have any questions, I would be happy to answer them.

Chairman Terrio stated well it is pretty much the same report we got last month right.

Alderman E. Sapienza asked so nothing jumps out at you Sharon. There has been no significant movement either way?

Ms. Wickens answered well Loan #12 is behind a few months but they are on a plan. We have notified the Solicitor's Office. These are hard loans.

*On motion of **Alderman T. Sapienza**, duly seconded by **Alderman Vincent**, it was voted to accept the report.*

- 2. Communication from Kim LeBlanc, Financial Analyst II, submitting Finance Department reports as follows:**
- Accounts Receivable over 90 days
 - Aging Report
 - Outstanding Receivables

Ms. Wickens stated I spoke with Kim to see if there was anything she wanted me to mention that was out of the ordinary but there really isn't. I see that Airport has spiked up a little bit over 90 days but 65% of what you see in that number is federal and state grants and they do not pay in 90 days. It is 120 to six months. That is just the way it works.

*On motion of **Alderman O'Neil**, duly seconded by **Alderman T. Sapienza**, it was voted to accept the reports.*

- 3. Chairman Terrio 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 30.09 Salary of Officers of the Code of Ordinances of the City of Manchester by gradually increasing the salary of certain election officials over two fiscal years."

“Amending Section 39.08 Prequalification of Bidders of the Code of Ordinances of the City of Manchester by adding additional requirements during the prequalification of bidders associated with the procurement of City construction contracts.”

*On motion of **Alderman T. Sapienza**, duly seconded by **Alderman Vincent**, it was voted that the Ordinance Amendments ought to pass and be Enrolled.*

*There being no further business, on motion of **Alderman Vincent**, duly seconded by **Alderman E. Sapienza**, 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