

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

October 15, 2024 at 4:45 PM

Chairman Terrio called the meeting to order.

The Clerk called the roll.

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

Messrs.: K. LeBlanc, A. Aldenberg, P. Chiesa, S. Wickens, L. Boisvert

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

Kim LeBlanc, Financial Analyst II, stated the only thing I would add is that 3 Kitchen Bar & Grill made a payment recently and I have updated the spreadsheet to reflect that.

Chairman Terrio asked is that the \$1,000 payment.

Ms. LeBlanc answered yes. They are still behind but they did make a payment.

Chairman Terrio stated \$1,000 is pretty substantial.

*On motion of **Alderman T. Sapienza**, duly seconded by **Alderman E. Sapienza**, 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. LeBlanc stated I just had handed out a summary of the over 90 days that I forgot to include in your packet.

Alderman Vincent stated there are approximately 70 accounts in collections right now that I saw. My question is, and forgive me if this sounds redundant but I am trying to understand the timeframe for something to get to this point where something is considered to be in collections. The reason I ask is because there are some accounts that are \$15 or \$12, etc. I know if you add up 50 of those you get a number but at the end of the day I am curious about the timeframe. If somebody owes us \$15 and we look at the sheet and we see that it is in collections, is it costing us money to put that into collections? Is it worth it?

Ms. LeBlanc responded it only costs money if we collect the debt.

Alderman Vincent replied at which case they will probably take the whole sum of \$15.

Ms. LeBlanc stated they take a percentage so what we would get back as a city is not what is owed.

Alderman Vincent asked so when we see something in red, what kind of timeframe are we looking at. Are we saying that is something that has been owed for six months or five months?

Ms. LeBlanc answered we recently received a report from the collections agency of all of the debts they have returned to the city as uncollectable and that will be coming before you in November or December to be written off.

Alderman Vincent asked and that will clear this report then.

Ms. LeBlanc responded it will.

Alderman Vincent stated I don't like it getting written off because that means we ate it but at least we get closure on the items. That answers my question. So we will see that sometime in December?

Ms. LeBlanc replied it will probably be November.

Alderman Vincent asked and then the December report will reflect that.

Ms. LeBlanc answered yes.

Alderman E. Sapienza asked when we see something like one of our city departments owing another city department money, what exactly does that mean. You figure they are the city.

Ms. LeBlanc responded well they like to make sure they meet their budgets so they do invoice other departments based on services rendered.

Alderman T. Sapienza stated I am looking on here and I see that Donald J. Trump for President owes \$32,475.84. That was over 90 days past due on 8/22?

Ms. LeBlanc replied yes.

Alderman T. Sapienza asked so it is even more than 90 now.

Ms. LeBlanc stated there would be finance charges assessed on that; yes.

Alderman T. Sapienza stated so this is from Donald J. Trump for President and the election is coming up soon and that organization may disappear. Can we start attaching their assets now rather than waiting?

Ms. LeBlanc stated I can certainly reach out to GRC about that. They may be having him back in town for something else as well before the election.

Alderman T. Sapienza stated that leads to another question. Can we get him to pay for his last visit before we allow him to make another visit?

Peter Chiesa, Deputy Solicitor, replied it is up to the department that incurred the charge. If they don't want to provide the same services, they can certainly say no we aren't going to unless you pay your prior bill.

Alderman T. Sapienza stated that should be something the Board could bring up right. Is this all police?

Allen Aldenberg, Police Chief, replied that is for our services for his last visit.

Alderman T. Sapienza stated well we should go to court and get a collection as soon as we can so next time he is in town the Chief can scoop him up.

Chief Aldenberg responded should he be planning another visit between now and the election, we will have that conversation with the campaign. The issue is that if it is a sitting President or candidate for President, they have to have us. We have to do the right thing as it is under our watch. I try to balance that. If they reach out and let us know they are coming again, I will have that conversation with them.

Alderman T. Sapienza stated thank you Chief. I know you guys do a very good job taking care of everything. I would like to find out if there is some way to attach the assets of this organization, Donald J. Trump for President, while they still have money and before they spend it all on other things. That is my question. How can we speed up the process?

Deputy Solicitor Chiesa answered it if were to evolve into a lawsuit, we would only be able to attach their assets that are found here in the state unless we hired outside counsel to pursue it in another court in another state – either federal or whatever state his assets are located in.

Alderman T. Sapienza stated I think we ought to send this to collections immediately and let them work on it. How does that sound?

Alderman Vincent stated we have all of these other organizations that have owed us money forever and a day and we pick one out and you are just going to go right after that one. I get it but I would be more apt to say that that organization will probably come true with their funds and I put my full faith in the Chief to make that happen. They are going to have to come back. I don't see them not coming back but to say that we are going to immediately put this into collections...

Alderman T. Sapienza interjected immediately. It was 90 days back in August.

Alderman Vincent asked have you seen the rest of this report and how many of these other accounts are way more than that and they still aren't in collections yet. They make a miniscule payment and then we say okay they are good now so we will beat the drum longer. There are a lot of numbers in here that are bad. I am not saying this is any better, I am just saying that to single one out now you are setting a precedent. Let's go after FEMA too. That is a lot more money.

Alderman T. Sapienza stated my concern is that the election is in three weeks and then the organization is going to dissolve.

Alderman Vincent responded I don't think it dissolves that quickly but I would hope we would be able to resolve this amicably without having to jump through those kind of hoops because then people would ask why we aren't going after FEMA because don't they have money. Look at their numbers.

Alderman T. Sapienza replied they have a history of paying us.

Alderman Vincent asked do they. They owe us \$439,000. That is a lot of money.

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

3. Communication from Sharon Wickens, Finance Officer, regarding the City's Monthly Financial Report (unaudited) for the first three months of FY25.

Sharon Wickens, Finance Officer, stated we have a quarter behind us and the average unobligated balance after three months should be 75% as a benchmark. All departments are within 10% of this benchmark with the exception of Information Systems and the Department of Public Works. They both enter contracts at the beginning of the year and expend more money at the beginning. The overall unobligated percentage after three months is 68.97% for 2025 compared to 73.10% a year ago. Health insurance costs for 2025 are tracking over budget through September. That is not true. We have been working with Anthem to identify what bills in July actually pertain to the prior fiscal year and what pertains to this fiscal year. We finally sorted that out and after everything has been posted, we are actually \$400,000 to the good. I will take it. I just wanted to share that. In the middle of the page you will see a comparison of retirement payments through September. We are doing a little bit better than last year. I expected a lot of retirements in the first quarter. Due to the COLA, a lot of people kicked their retirement over the line just like they did last year. This is no surprise to me and I think it will decrease as the year goes on. I think the bulk of your retirements will be in the first quarter and then there will be a little bit of an uptick in the fourth quarter. We have only spent \$25,000 out of contingency so the balance is \$175,000. Revenues for the first three months of the year are \$233,000 higher than a year ago. It is actually higher than that. Auto registrations are doing very well. They are \$521,000 higher than last year at this time. Building permits are \$128,000 higher. School chargebacks is higher but that is just the timeliness in doing the entries. It is showing that offsetting the increases is a decrease in interest income. When this report was run at the beginning of October, not all of the interest payments earned through September had been posted. Once they are posted, we are actually running better than last year. I expect that is because we had a bond sale that closed in July. That was another \$44 million into the city. So even though rates have gone down, we have more money to invest. We are doing better than the first quarter of last year. I always like to mention to the committee before I speak at the Board and I don't know if you have seen my projections for tonight but the only concern that I do have is we are watching the overtime for police because of the vacancies they are carrying. They have to make sure they have the manpower for certain shifts and can't compromise on safety, which

they will not do. That just makes the overtime number higher. You will see that tonight and we can talk about it a little bit more. It is good that we are looking at it now. It is the beginning of the fiscal year and we have plenty of time to go through this. I expect what you are seeing is a worst case scenario. I expect it to get better as we go on and I expect revenues to do much better if the first quarter is any trend. I don't know if anyone has any questions.

*On motion of **Alderman O'Neil**, duly seconded by **Alderman Vincent**, it was voted to accept the report.*

4. Chairman Terrio advises that ordinances are to be considered for consistency with the rules of the Board and requests the Clerk to make a presentation.

"Amending Section 70.57(B) Parking Lot Rates of the Code of Ordinances of the City of Manchester by amending subsection 4(c) Myrna Lot."

*On motion of **Alderman O'Neil**, duly seconded by **Alderman T. Sapienza**, it was voted that the Ordinance Amendment ought to pass and Enrolled.*

5. Communication from Lauren Boisvert, Chair of the Manchester Arts Commission, requesting the release of funds in the amount of \$212.97 as reimbursement for a live musician and refreshments provided at the Manchester City Arts Festival in September.
6. Communication from the Manchester Arts Commission requesting the release of funds in the amount of \$4,250, which were recently granted to them by the National Arts Program.

Chairman Terrio asked that these two items be taken together as they both have to do with the Arts Commission.

*On motion of **Alderman O'Neil**, duly seconded by **Alderman T. Sapienza**, it was voted to approve both requests.*

Alderman O'Neil asked if we wait until the November meeting to report this out, does it put the Arts Commission in a tough spot.

Lauren Boisvert, Chair, Arts Commission, stated in regards to the first request for the \$212.97. That was paid by the commissioners out of pocket so it is reimbursing myself and another commissioner. The art show is actually tonight if you have a chance to come by and see it. I have communicated with the participants that they will receive their check in the future so they understand that they won't have it in hand tonight. The money from the grant is to pay the artists who won a ribbon for their art work.

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