

COMMITTEE ON ACCOUNTS, ENROLLMENT AND REVENUE ADMINISTRATION

November 18, 2024 at 5:00 PM

Vice Chairman E. Sapienza called the meeting to order.

The Clerk called the roll.

Present: Aldermen E. Sapienza, Vincent, T. Sapienza

Absent: Aldermen Terrio, O'Neil

Messrs.: K. LeBlanc, S. Wickens

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

Kim LeBlanc, Financial Analyst II, stated I don't really have any comments at this time. If you have any questions, I'd be happy to answer them.

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

2. Communication from Kim LeBlanc, Financial Analyst II, submitting Finance Department reports as follows:

- Accounts Receivable over 90 days
- Aging Report
- Outstanding Receivables

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

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

Sharon Wickens, Finance Officer, stated if we want to talk about it overall, it looks like severance is running about the same as last year. When you look at the two in the middle of the page, they are comparable. I think we will end the year around \$100,000. We had more in our severance account last year than we did this year. Everything seems to be running really well. Healthcare is tracking favorably. We are up about \$1,000,000. That is going into the bad months with the flu and cold season coming up. Normally we are in a deficit. At this point we are going in ahead of the game. I'm hoping we get through the winter well with the health account. We may finally be in front of it. Other than that, motor vehicles are doing well. You will see tomorrow night that Brenda is already projecting a surplus of \$400,000. This is very early for her to project a surplus. It will probably grow. I am feeling pretty good about where we stand other than the Police budget which we will talk about tomorrow night. If you recall, they have funding for police officers but some of them weren't funded. When you don't have a police officer funded, you end up paying more overtime. If he could hire all the patrolmen he needs, he would stop the overtime bleeding but he can't by contract. There are certain timeframes that need to be filled and certain officers that need to be on-call. His overtime budget is high.

Alderman Vincent stated he is hiring. I saw that he hired four more. We are slowly chipping away.

Alderman E. Sapienza stated the problem is not that we don't have the money to hire officers, it is that we can't find recruits.

Ms. Wickens stated that is true. Because we can't hire, their overtime budget is spiking. That is where the problem is.

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

4. Communication from Lauren Boisvert, Chair of the Manchester Arts Commission, requesting the release of funds in the amount of \$4,205 to support the "Food Stories - We Are What We Eat" public exhibition.

Alderman E. Sapienza asked if Lauren was present.

Alderman Vincent stated I believe this is also on the CIP agenda. Are we approving this before it is released by the CIP? Or is it not on there?

Alderman E. Sapienza stated I don't necessarily want to approve something if there is nobody here to answer questions on it.

***Alderman Vincent** moved to table the item. There was no second.*

Ms. Wickens stated that item is not CIP funds. It is art funds that reside in a segregated account. They can also be used for the purpose of whatever the art program is doing. It is not CIP money.

Alderman Vincent asked so they have money already put aside for things like this and we just have to give our blessing to use that money correct.

Ms. Wickens answered yes. This way there is some monitoring as to how the money is being spent because it is being held in a city account even though it is donations and things like that.

Alderman Vincent asked what is that fund balance.

Ms. LeBlanc replied close to \$100,000.

Alderman E. Sapienza asked it is not city funds, it is donations.

Ms. LeBlanc replied it is all donated money. There was \$100,000 that was given in one of the excesses of something. I would have to look.

Ms. Wickens stated every once in a while, the mayor may put in his budget \$5,000 for the art fund. It hasn't been done recently.

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

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