



City of Concord

Fiscal Policy Advisory Committee

Meeting Minutes - Draft

Monday, April 20, 2026

5:30 PM

City Hall
41 Green Street, 2nd Floor Conference
Room

1. Call to Order

The meeting was called to order at 5:30 PM.

2. Roll Call

Present:

City Councilors: Chairman Nathan Fennessy, Mayor Byron Champlin, City Councilors Brent Todd, Fred Keach, Jennifer Kretovic, and Judith Kurtz.

City Staff: Thomas Aspell, Jr., City Manager; Brian LeBrun, Deputy City Manager - Finance; Matt Walsh, Deputy City Manager - Development; John Chisholm, Fire Chief; Audrey Masters, Assistant Finance Director; Rebekah Dougherty, Director of OMB; and Stephanie McKim, Management & Budget Analyst.

Excused:

City Councilor Amanda Grady Sexton.

3. Approval of the Meeting Minutes

A motion was made and seconded to approve the draft minutes from the February 17, 2026 meeting. The motion passed with no dissenting votes.

4. Fire Department Ambulance Billing Report

Fire Chief John Chisholm briefly discussed the FY 2026 first and second quarter ambulance billing reports. He noted that there are no significant changes from previous quarters. Chief Chisholm indicated that the City raised its ambulance rates in March and he does expect an increase in revenue as a result; however, just how much of an increase is to be determined, as the increased rates only affect those who self-pay or have commercial health insurance. The increased rates are not assessed on Medicare or Medicaid patients, which equates to 50% of those served.

Chairman Fennessy asked if there were any concerns with an increase in uncollectibles as a result of the rate increases. Chief Chisholm indicated that there may be an increase in uncollectibles from those who self-pay, but that there will be increased revenue from commercial health insurance to balance it out.

5. **March 31, 2026 YTD Financial Statements**

Deputy City Manager Brian LeBrun provided an overview of the year-to-date financial statements for the period ending March 31, 2026. He noted that, 75% of the way through the fiscal year, revenue and expense lines are mostly on track, and he discussed several noteworthy revenue and expense items.

There was discussion among the committee members about the high overtime costs at the Fire and Police Departments, which have been ongoing. City Manager Aspell and Deputy City Manager LeBrun indicated that they watch those expense lines closely and will continue to do so.

Deputy City Manager LeBrun noted that the Arena is going to be in need of some General Fund support this year. He also noted that the golf course has been very busy since it opened a week ago, and that, compared to last year's rainy spring, it is anticipated that golf revenue will be favorable as the weather improves. It was suggested that conceptual pictures of the new clubhouse be posted at the course to increase interest and keep customers informed as the construction progresses.

6. **CIP and Grant Donation Report Discussion**

Assistant Finance Director Audrey Masters presented two new financial reports for feedback from the committee. The two reports, one a status report on Capital Improvement Projects, and the other a status report on Grants and Donations, will become a part of the quarterly Financial Statements that are already provided. Committee members suggested that the reports provide a key that explains various items on the reports (i.e., explanation of project strings, why revenue are in parenthesis, and an explanation of the various funding sources). Assistant Finance Director Masters and Deputy City Manager LeBrun thanked the committee members for their feedback and indicated they will work on revisions based on these comments so that the report will be easier for the City Councilors and the public to understand. Councilor Todd suggested that the reports be posted on the City website for transparency.

7. **Other**

Councilor Kretovic noted that at the most recent Council priority setting session, there was discussion about City Administration holding a working session to teach City Councilors how to read the budget. She asked if this would be happening before the FY 2027 budget is released. City Manager Aspell and Deputy City Manager LeBrun noted that they are happy to meet one-on-one with City Councilors about the budget.

Councilor Kretovic also mentioned the inordinate amount of Right-to-Know Requests that are being submitted to the City and suggested it would be helpful to know how much staff time is being spent conducting research and responding to these requests, as well as the costs associated with it. City Manager Aspell indicated that City Solicitor John Conforti is keeping track of time and costs involved in responding to 91-A requests, and opined that as long as the City isn't charging fees, the requests will continue to increase. Councilor Kretovic stated that she feels it is very important to know how much of an impact these requests are having on City staff and their ability to conduct their normal, day-to-day duties. Councilor Fennessy suggested that it would also be helpful to know where the requests are coming from (i.e., City residents, non-City residents, non-City businesses, etc.).

8. Adjournment

A motion was made to adjourn. The motion was duly seconded and passed with no dissenting votes. The meeting adjourned at 7:04 PM.