



# City of Concord

## Fiscal Policy Advisory Committee

### Meeting Minutes - Draft

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Monday, September 16, 2019

4:30 PM

City Hall  
41 Green Street, 2nd Floor Conference  
Room

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**1. Consultation with Legal Counsel in accordance with RSA 91-A:2, I (b) - Non-Public**

The committee went into non-public session for consultation with legal counsel.

**2. Call to Order**

Chairman Keith Nyhan called the meeting to order.

**3. Roll Call**

**Present:** City Councilors - Keith Nyhan (Chairman), Amanda Grady Sexton, Byron Champlin, and Mayor Jim Bouley. City Staff - Tom Aspell, City Manager; Brian LeBrun, Deputy City Manager - Finance; Jim Kennedy, City Solicitor; Danielle Pacik, Deputy City Solicitor; and Bob McManus, Management & Budget Director.

**Excused:** City Councilors Mark Coen, Candace White Bouchard, and Fred Keach.

**4. Approval of the Meeting Minutes**

A motion was made and seconded to approve the minutes of the February 26, 2019 meeting. The minutes were unanimously approved on a voice vote.

**5. Referral from City Council re: Collective Bargaining Cost Items**

No action taken.

**6. Update on ERP Project**

Deputy City Manager Brian LeBrun provided an overview of the ERP implementation. He indicated that the Financial Module went live on August 1st, which was delayed from July 1st. There are still some small issues that we are dealing with, but, overall, the implementation has gone well.

Mayor Jim Bouley mentioned a citizen comment in the City Council agenda packet regarding long lines in the Collections Office, and asked if the new software implementation had anything to do with the long lines. Deputy City Manager LeBrun indicated that the new implementation was not a reason for any lines. He also indicated that he had spoken to the Collections Office about the comments. Customer service is the number one priority in the Collections Office and they work diligently to keep lines to a minimum. LeBrun also indicated that we generally receive many more compliments than criticisms about the Collections Office and its staff, and we do take any and all comments very seriously.

**7. Other**

None.

**8. Adjournment**

A motion was made by Amanda Grady Sexton, seconded by Byron Champlin, to adjourn. With a unanimous voice vote, the meeting adjourned at 5:30 PM.