

## ACCOUNTS COMMITTEE MEETING MINUTES

The Accounts Committee met on *Wednesday, October 18, 2023 at 6:00 PM* in the *City Council Chambers, Brockton City Hall, 45 School Street*, to consider the following:

1. Discussion about outstanding requests for City/School by Accounts Committee on 9/26/23

Irene Giannopoulos- Interim Auditor

- Outstanding requests to discuss at next meeting.
- LIUNA union pension- Will discuss with HR director for more information
- Lease contracts for school dept.- Still obtaining info will have at next meeting.
- Real time expenditure report for both city and school. Produced by finance will have to speak with CFO.

Councilor D'Agostino

- Topic of lease for Westgate Dr- Discussed with solicitor, all leases requested from school dept. Received Thursday, will be doing a review before issuing an opinion.
- Asked for Elan credit card statement

Councilor Lally

- Question regarding 2, \$227.75 charges for HR for the Seacrest Beach Hotel

Irene Giannopoulos- Interim Auditor

- Conference for HR in the public sector.

Councilor D'Agostino

- Police- Amazon \$3,254.36, would like detail
- Discrepancy in amount paid for flights for CFO & Mayor to Washington DC
- Mayor- Light Saber Promotions, \$3,275.00
- Law- Harvard PDPR, \$2,340. Is this professional development?
- Law- LaQuinta Hotel \$1,422.29 Is this a conference?
- Police Dept- Red Sox Tickets for \$2,950.00
- Matthew Bender & Co, What do they do for us?

Irene Giannopoulos- Interim Auditor

- Will pull all requested information.
- A lot of these charges are funded through grants, Police have the Shannon Grant. Cadets accompany at-risk youth to games that are paid for by the grant.

Councilor Teixeira

- Harvard PDPR- \$2,340

2. Review of Vendor Warrants P23-173 through P23-175 and P24-025 through P24-032

Councilor Lally

- P24-026, Other contract services, Orange County Sheriff's office.
- P23-173, Mass Teacher Assoc, \$3855.60 for printing services. We have vendors and the high school has a printing operation.

- P23-173, Ockers Co, \$20,291.11. We have given \$347,000 to date. They operate tech here in the chambers and not complete so what are we paying? Mostly concerned regarding the chamber not being completed yet billed.

Irene Giannopoulos- Interim Auditor

- Summons through Law Dept
- Will speak with school and inquire why we pay for a contract to be printed.
- Special ed budget and appears to be heavy installation of equipment.

Councilor Teixeira

- Compass \$10,633.42- What is this for and is this FY24?
- Comtronics, \$31,978.48
- Crystal Springs, \$14,979.82, I understand it is for 1 month, how many students do we pay for with \$52,000.
- Treasurers check? City employees?

Irene Giannopoulos- Interim Auditor

- Tuition through Special Education, will ask school dept. for specifics. Yes FY24.
- 56 charging units for radios. Will get more detail for committee
- Tuition costs for 1 month, will inquire with school re: contract.
- Tailings for a lost check and voiding the original check. Employees, Veterans checks

Councilor D'Agostino

- P23-173, Beals & Thomas Inc, contractual services \$1726.
- Russell and O'Neil Inc, other contact services \$26,250
- Kittredge Equipment Co, \$255.60, \$2717.52

Irene Giannopoulos- Interim Auditor

- Design services for Sycamore Grove
- Planning for Trout Brook, grant funds.
- 6 Pizza peels for \$255.60 & 804 pizza screens for \$2,717.52

Councilor Lally

- I see why you highlighted this, 'other expenditures' it is equipment, just say it is.

Councilor D'Agostino

- Account description is what makes something minor jump out. They are too generic.
- The city and school have discrepancies of what descriptions are being used.
- BAS holding Corp for building rent. What are we renting?
- Dennis K Burke Inc, gasoline \$15,230.
- Crescent Ridge- What are humanistic supplies?
- FM Emergency Generator, \$1055.75
- Hillcrest, I know this is Special Ed tuition. Want to know how many students serviced for the span of time. A big expenditure is out of district placements. If this location is actually in Pittsfield it ties in to significant transportation costs.

(Acknowledging invoice as for a lot of students but it is for 1 student for 31 days.)

Irene Giannopoulos- Interim Auditor

- BAS is the bus depot lease for school busses.
- Gas for DPW

- Supplies for Council on Aging. (juice, cream, milk)
- Natural gas emergency generator repair at high school

Councilor Minichiello

- Acknowledging many students with severe needs. Some students will cost more.

Irene Giannopoulos- Interim Auditor

- Many districts don't pay for services that Brockton does.

Councilor D'Agostino

- Building and grounds repairs \$14,530, question if lockers at the station or rack on truck
- Plymouth County Sheriff's Department \$2604, Matron watch for female prisoners
- Richard Leedburg- \$8,200
- Tyler Technologies- \$20,285.00
- Barbizon Lighting of New England- Equipment for \$320,000
- HKT Architects, \$231,000 YTD, what do they do for us? We have paid almost \$400K and they have not done any actual work?
- Homer Contracting, \$218,500, YTD \$513,000- windows, roof is this War memorial?
- Marathon Collaborative, 'administrative services' for \$7,083.

Irene Giannopoulos- Interim Auditor

- Yes? based on description on invoice this appears to be for truck unit
- DPW vehicle repair
- Tyler Technologies is Munis- Maintenance/Support for Assessors office for 1yr.
- BHS auditorium lighting, grant funded, will get more info.
- House Doctor for city hall, ARPA funds, preliminary costs associated with construction.
- Homer Contracting also ARPA funds, Yes, War Memorial building.
- Marathon Collaborative ARPA funds, consultation services, will get more info.

Councilor Lally

- Mayor stated he would be spending ARPA funds on City Hall and inquired whether this was ARPA or a grant for the house doctor.

Councilor Minichiello

- Future Technologies Group- \$26,345.80, safety and security?
- WB Mason- \$9,088.88
- HKT, \$10,725.00, 1 month. Paintings? \$2,010 unsure why would say paintings invoice should say if for maintaining paintings.

Irene Giannopoulos- Interim Auditor

- Ceiling cameras
- Printer/copier clicks
- HKT architect, ARPA funds- feasibility study. Will get more info.

Councilor Lally

- Could be for maintenance of paintings in the rotunda or the artwork under the dropped ceilings.

Councilor D'Agostino

- YMCA- \$30,525.33
- Water bill interest. Are they a refund?
- SERSG \$4,100. Membership Subscription

Irene Giannopoulos- Interim Auditor

- Case management for parenting
- Possible liens on properties. Will get more information.
- Yearly membership will find out what SERSG is.

Councilor Lally

- Point of information- SouthEastern Regional Services Group- Procurement and administrative services

3. Questions/Comments?

No additional questions.