

City of Biddeford
Finance Committee Meeting Minutes
December 18, 2018

The meeting was called to order at 5:00pm by the Chair, Council President John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Stephen St. Cyr, Councilor Mike Ready, City Manager James Bennett, Finance Director Cheryl Fournier and City Clerk Carmen Morris.

Adjustment to the Agenda

No adjustments to the agenda.

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of December 4, 2018, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Recommendation/Purchase of Two (2) Plow Trucks/Whited Peterbuilt of Maine

Motion by Councilor Ready to recommend the purchase of the two plow trucks from Whited Peterbuilt of Maine, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Recommendation/Maine Street Improvement Project, Phase 2

Motion by Councilor Ready to recommend moving forward with Phase 2 of the Main Street Improvement Project, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Consideration/Installation of Portable Toilet in Downtown

Motion by Councilor Ready to approve the creation of the account, seconded by Councilor St. Cyr.

Discussion: Councilor McCurry brought this up because he feels there is a need in the downtown and would leave the location up to staff. Councilor Ready does not believe one cleaning a week is enough, and he would also like to have it enclosed. Carl Walsh suggested they use a toilet from the beach area since they are not being used this time of the year. Councilor McCurry suggested it be cleaned 3 times a week and discussed pricing. He also noted it should be bolted down so as not to be tipped over with a bigger mess to clean. The City

Manager will have a discussion with Staff and report back to the Committee on where it will be positioned and how often it will be cleaned.

Vote: unanimous.

Motion carried 4-0.

Wastewater Revenue Discussion

James Bennett, City Manager, gave an overview explaining the Wastewater Revenue Fund has historically come under budget. When the City went through refinancing one of the bonding agencies questioned what was going on in the Wastewater Treatment Plant. The Finance Director had just come on board and investigated the issue. It had been known the City was always losing money in that account. We were under the impression because we budgeted as a City Account it was when the auditors treated it like a business and it wasn't expensed it was depreciated. Over a 10 year history, we have been under collecting by about \$500,000.00. The recommendation is to switch it to the way auditors have to report it based on Government Account Standard Principles. Councilor St. Cyr noted he was surprised it didn't affect cash to operate. Cheryl Fournier, Finance Director, explained it has affected cash due to cash owed to the General Fund of about \$3,000,000.00. Depreciation and bond payments were about the same amount, Capital purchases weren't being covered so it shows less cash. Jim explained it was being masked by a number of things. Councilor St. Cyr noted the fix for next year would be to make sure the revenue is accurate and not increase the due from. Jim noted we will be more diligent and have the Finance Committee understand the information and then make policy direction. He will do this in February before presenting the budget to the Committee.

Other Business

The Audit Report has been scheduled for January 8 at 5:30 in the Little Theater at BHS. The Councilors will get the actual audit report when available and it will be posted on the city's website probably next week.

Motion to adjourn made by Councilor Ready, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:24pm.