

City of Biddeford
Finance Committee
December 04, 2018 5:30 PM Council Chambers

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. November 20, 2018 Finance Committee Minutes
[11-20-2018 Finance Committee Minutes.rtf](#)
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. REVISED ORDER: Purchase of One Ton Truck w/Plow/Arundel Ford
[12-04-2018 4x4 Truck Purchase-UPDATED ORDER.docx](#)
[12-04-2018 4x4 Truck Purchase-UPDATED BIDS.docx](#)
 - 4.2. Purchase of One Ton Dump Truck w/Plow/Arundel Ford
[12-04-2018 4x4 Truck Purchase-BIDS.docx](#)
[12-04-2018 4x4 Truck Purchase-ORDER.docx](#)
- 5. Other Business**
- 6. Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
November 20, 2018

The meeting was called to order at 5:00 pm 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 November 8, 2018 as printed, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Consideration/Purchase of Sewer Service Truck/Whitehead Peterbilt

Motion by Councilor Ready to recommend the the purchase of a Sewer Service Truck from Whitehead Peterbilt, seconded by Councilor St. Cyr

Discussion: The Committee asked about the price of the vehicle.

Public Works Assistant Director, Carl Marcotte, explained the actual cost is \$122,500.00

Vote: unanimous.

Motion carried 4-0.

Consideration/Agreement with Broadreach Public Relations to Serve as On-Call Public Relations Consultant

Motion by Councilor Ready to recommend entering into an agreement with Broadreach Public Relations, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Consideration/Management Agreement with York County Arena Association to Manage the Biddeford Ice Arena

Motion by Councilor Ready to recommend entering into an agreement with York County Arena Association, seconded by Councilor St. Cyr.

Vote: unanimous.
Motion carried 4-0.

Consideration/Purchase of Refrigeration System for Biddeford Ice Arena/Miller Refrigeration Company, Inc.

Motion by Councilor Ready to recommend the purchase of a refrigeration system from Miller Refrigeration Company, Inc., seconded by Councilor St. Cyr.

Vote: unanimous.
Motion carried 4-0.

Consideration/Issuance of Revenue Obligation Securities/Biddeford Ice Arena Project

Motion by Councilor Ready to recommend the issuance of a Revenue Obligation Bond to support the Biddeford Ice Arena, seconded by Councilor St. Cyr.

Finance Director, Cheryl Fournier noted that the quote from Biddeford Savings is for 20 years at 4.01%.

Vote: unanimous.
Motion carried 4-0.

Consideration/Use of 39 Sullivan Street Parking Lot (St. Andre's Senior Housing) to expand snow emergency parking

Motion by Councilor Ready to recommend the use of the parking lot at 39 Sullivan Street for expanded snow emergency parking, seconded by Councilor St. Cyr.

Discussion: Councilor Ready questioned if the City will be charging for snow ban parking in this lot.

City Manager, James Bennett, explained how much it would cost to provide the parking.

Councilor McCurry will not support this, he is concerned that it may cause issues when there is no snow event and people still park there.

Vote: 3 in favor, 1 opposed (Councilor McCurry opposed).
Motion carried 3-1.

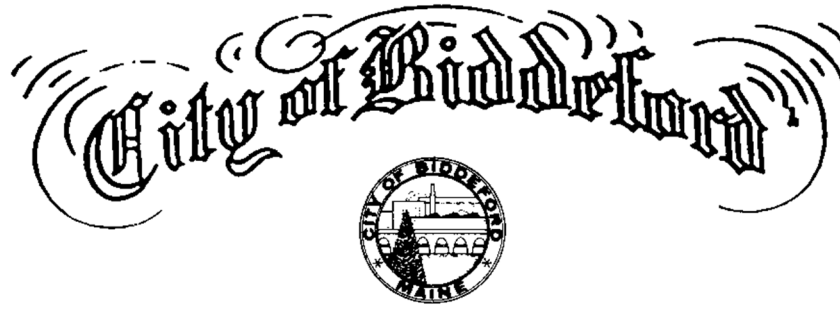
Other Business

Councilor St. Cyr would like an update on the audit. Finance Director, Cheryl Fournier explained she is waiting to hear from the School Department on what date works for them to schedule the audit because the City and School audits are done together. She is hoping for December.

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

Vote: unanimous.
Motion carried 4-0.

Adjourned at 5:38 pm.



REVISED ORDER

2018.139

IN BOARD OF CITY COUNCIL.....DECEMBER 4, 2018

BE IT ORDERED, that the City Manager be authorized to purchase a 2019 Ford F-350 dump truck as per bid of December 4, 2018 (the "Equipment") from Arundel Ford (the "Vendor") and may pay the Vendor an amount not to exceed \$50,800.00 (before discounts valued at \$5,000.00) for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$50,800.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$50,800.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee will review this item on December 4, 2018 and vote to recommend it to the City Council for approval. The purchase of this item is included in the FY19 CIP budget.

REVISED BIDS MEMO

Approval to purchase a 4x4 1-Ton dump Truck

We had approval to purchase a new 1-ton dump truck for the Parks Division on August 7, 2018 from O'Connor motors. We were informed that GM has stopped production on these style trucks, so the dealer has been trying to get us a truck from other dealers and failed. I called the next lowest bidder which was Arundel Ford to see if he would still honor his bid and he couldn't because they closed all the orders for the 2018 models. Arundel Ford has quoted a new 2019 that meets all of our specification this truck will cost \$2,038.00 more than their original bid. We are asking for approval to purchase the truck from Arundel Ford in the amount of \$45,800.00 with trade, this truck was approved in the FY19 CIP budget line item 21204-60925 as a lease.

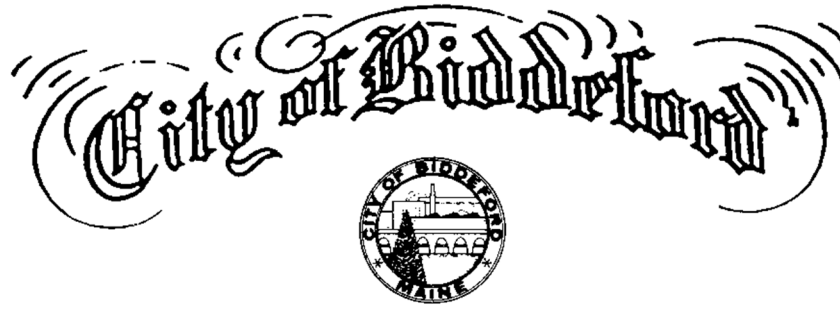
Approved bid from O'Connor	\$51,466.00
Trade:	\$8,608.00
Total:	\$42,858.00
Original bid from Arundel Ford	\$50,692.00
Trade:	\$7,000.00
Total:	\$43,692.00
New price from Arundel Ford	\$50,800.00
Trade:	\$5,000.00
Total:	\$45,800.00

Approval to purchase a 4x4 1-Ton dump Truck

We had approval to purchase a new 1-ton dump truck for the Parks Division on August 7, 2018 from O'Connor motors. We were informed that GM has stopped production on these style trucks, so the dealer has been trying to get us a truck from other dealers and failed. I called the next lowest bidder which was Arundel Ford to see if he would still honor his bid and he couldn't because they closed all the orders for the 2018 models. They have a chassis in stock that meets our specification except for the color and the dump body that would be Galvannealed steel instead of Stainless. He will still give us \$7,000.00 for the trade and can have it done in 3 weeks, the truck will cost \$904.00 more than the approved low bid from O'Connor and \$70.00 more than his original bid. We asking for approval to purchase the truck from Arundel Ford in the amount of \$43,762.00 with trade, this truck was approved in the FY19 CIP budget line item 21204-60925as a lease.

Approved bid from O'Connor	\$42,858.00 with trade
----------------------------	------------------------

Stocked truck from Arundel Ford	\$43,762.00 with trade
---------------------------------	------------------------



2018.139

IN BOARD OF CITY COUNCIL.....DECEMBER 4, 2018

BE IT ORDERED, that the City Manager be authorized to purchase a 2018 Ford F-350 dump truck as per bid of July 27, 2018 (the "Equipment") from Arundel Ford (the "Vendor") and may pay the Vendor an amount not to exceed \$50,762.00 (before discounts valued at \$7,000.00) for the Equipment as follows:

1. The City of Biddeford expects to incur debt to reimburse expenditures to pay the cost of the Equipment;
2. The City of Biddeford reasonably expects that the maximum principal amount of the debt, including for reimbursement purposes, is \$50,762.00;
3. The City Manager, on behalf of the City of Biddeford, is authorized to enter into a lease purchase, loan or other financing agreement for the Equipment provided that (a) the principal amount of such agreement will not exceed \$50,762.00, (b) the term of such agreement will not exceed one hundred and twenty (120) months and (c) any obligation of the City of Biddeford to make lease or loan payments pursuant to such agreement is subject to annual appropriation by the City Council of the City of Biddeford;
4. The City Manager is authorized to advance money from the General Fund of the City for payment of the costs of the Equipment; and
5. The City Manager, on behalf of the City of Biddeford, is authorized to negotiate, enter into, execute, deliver and cause to be performed, and to approve, any and all agreements, instruments, certificates and other documents, and to grant security interests in the Equipment, upon such terms, conditions, limitations and undertakings, which the City Manager determines are necessary and proper for the acquisition and financing of the Equipment, provided that any lease purchase, loan or other financing agreement will be countersigned by both the Mayor and the Treasurer of the City of Biddeford. Without limiting the foregoing, the City Manager, on behalf of the City of Biddeford, in connection with the acquisition of the Equipment, is authorized to sell, transfer, trade in or otherwise dispose of any equipment, which the City Manager determines is no longer useful to the City of Biddeford.

NOTE: The Finance Committee will review this item on December 4, 2018 and vote to recommend it to the City Council for approval. The purchase of this item is included in the FY19 CIP budget