

City of Biddeford
Finance Committee Meeting Minutes
November 19, 2019

The meeting was called to order at 5:00 p.m. by the Chair, Councilor 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 of November 7, 2019

No Minutes.

The expenditure warrant was available for review and signature.

Discussion/Approval

Approval/Purchase of Two Vehicles for Police Department Detective Unit

Motion by Councilor Ready to recommend the purchase of the two vehicles for the Police Department Detective Unit, seconded by Councilor St. Cyr.

Discussion: the Committee and Carl Marcotte, Assistant Public Works Director, discussed the make, model and hours the vehicles have been used.

Vote: unanimous.

Motion carried 4-0.

Authorization/Appropriation for Engineering Services/Design of Pump Station – CSO Tank (to also include force main)

Motion by Councilor Ready to recommend the appropriation for Engineering Services for the design of a pump station and CSO tank at Gooch Street, seconded by Councilor St. Cyr.

Discussion: Public Works Director, Jeff Demers, presented the item. He explained the need for a pump station in this area at the bottom of Gooch Street which will give them the ability to pump it to the Elm/Lincoln/Pearl Street area business district. He noted the graphs that were supplied in the Committees packets shows the difference from 2014 to today and the impact of CSO activity they have taken out of the system.

Cheryl Fournier, Finance Director, noted there is approximately \$3.1 million in the CSO Bond. The City Manager explained since there is not enough money in the CSO Bond, the City will need to look at another funding source to cover the cost of these projects.

Councilor McCurry noted he would like to have the funding source figured out.

Vote: unanimous.
Motion carried 4-0.

Approval/Budget Amendment for Completion of Public Process for Green Space at 3 Lincoln Street

Motion by Councilor Ready to approve the budget amendment for the completion of Public Process for Green Space at 3 Lincoln Street, seconded by Mayor Casavant.

Discussion: Councilor St. Cyr asked what the balance of the TIF is. Finance Director, Cheryl Fournier, noted the balance is \$440,000, with some of it already spoken for.

Councilor Ready wanted to be clear, once the funding is established, then we will go out to bid on this. The City Manager explained once this revenue account is authorized, a Request for Qualifications (RFQ) will be put out for the project.

Vote: 3-1: Councilor McCurry opposed.
Motion carried 3-1.

Authorization/Appropriation for Engineering Services – RiverWalk

Motion by Mayor Casavant to approve the appropriation for Engineering Services for the RiverWalk, seconded by Councilor St. Cyr.

Discussion: The City Manager explained where the work would be done and how it is being financed.

Councilor McCurry asked if the City had easements needed to do the project. He asked who is responsible for the survey for a legal description. Jim Bennett explained the City Attorney, Keith Jacques, is handling the survey with Dow & Coulombe. Councilor McCurry has a problem with all the permitting fees that the City will be responsible for and what they are.

Councilor Ready would like to have a clearer understanding of the costs associated with this project. The Committee would like a better explanation of all the costs associated with the project. The City Manager explained he would like to get the Committee together to go over the projects to understand more what they all entail.

Vote: 3-1: Councilor McCurry opposed.
Motion carried 3-1.

Authorization/Appropriation & Budget Amendment for Engineering Services with James W. Sewall, Co.

Motion by Mayor Casavant to approve the appropriation and budget amendment for Engineering Services with James W. Sewall, Co. for the traffic and design for the Elm, Pearl and Lincoln Street triangle, seconded by Councilor St. Cyr.

Discussion: Councilor St. Cyr asked about the funding for this project.

The City Manager explained it is difficult to tell the numbers until they have the final price on the parking garage but he is confident they have enough in the account.

Councilor Ready asked why they did not go out to bid on this project.

The City Manager explained the timing of the project and James W. Sewall is already involved in the parking garage project which is tied to this project.

Motion by Councilor Ready to forward this item to the City Council without a recommendation, seconded by Councilor St. Cyr.

Vote: unanimous.
Motion carried 3-1.

Vote on motion, as amended: unanimous.
Motion carried 3-1.

Authorization/Appropriation & Budget Amendment for Design of Pearl Street

Motion by Mayor Casavant to approve the appropriation and budget amendment for the design of Pearl Street, seconded by Councilor St. Cyr.

Discussion: Councilor McCurry noted for a long time it was unclear on who actually owned Pearl Street. He is also concerned about the bid process used for the project.

Motion by Councilor Ready to amend the order to read \$38,975.00, seconded by Councilor St. Cyr.

Vote: unanimous.
Motion carried 4-0.

Vote on motion, as amended: 3-1: Councilor McCurry opposed.
Motion carried 3-1.

Other Business

Councilor St. Cyr asked about the audit and financials up to date.

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

Vote: unanimous.
Motion carried 4-0.

Adjourned at 5:55 p.m.