

City of Biddeford
Finance Committee Meeting Minutes
November 9, 2017

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

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

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of October 17, 2017, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was **not** available for review and signature.

Discussion/Approval

Approval/Contract w/P&G Masonry Restoration, Inc./Masonry Wall & Foundation Repairs at Biddeford Police Department

Motion by Councilor Ready to approve the expenditure, seconded by Mayor Casavant.

Discussion: Police Chief Roger Beaupre gave an overview of the project and the building they want to repair. They did an RFP and are going with the low bid with P&G because they have the equipment necessary to do the job. \$15,000.00 will be taken out of the regular budget and the remainder out of Asset Forfeiture account. Total for the job is \$36,300.00.

City Manager James Bennett recommended the whole amount be funded out of CIP and use the Asset Forfeiture later for tasers or body cams.

Vote: unanimous.

Motion carried 4-0.

Approval/Purchase of Replacement TASERS for Biddeford Police Department/Axon Enterprises, Inc.

Motion by Councilor Ready to approve the expenditure for the TASERS, seconded by Councilor St. Cyr.

Discussion: Police Chief Beaupre explained there was only one bid because Axon is the only company that makes them. Total purchase price of \$67,071.90. This purchase is funded as follows: \$37,519.00 from a Federal JAG Grant, and the remaining \$29,552.90 to be funded through CIP.

Amended Motion by Mayor Casavant, seconded by Councilor Ready.

Vote on item as amended: unanimous.

Vote on expenditure: unanimous.

Motion carried 4-0.

RiverWalk Preliminary Design Work/Wright-Pierce

Motion by Councilor Ready to approve the expenditure for this project, seconded by Mayor Casavant.

Discussion: City Manager James Bennett explained the project and noted all funding will come out of the TIF.

The Committee had questions on how the money was being spent and if there were other projects better suited for the money.

Vote: unanimous.

Motion carried 4-0.

Authorization/Award Website Redesign Project and Web Hosting to CivicPlus of Manhattan, KS

COO Brian Phinney gave an overview of the project. He explained they went out to bid and only four were qualified bids. The review committee selected CivicPlus. They were not the lowest bidder but they had the features the committee was looking for.

Motion by Councilor Ready to approve the expenditure for the project with CivicPlus in the amount of \$10,000.00, seconded by Mayor Casavant.

Vote: unanimous.

Motion carried 4-0.

Consideration of Sewer Abatement: Phoenix Management - 1 Summer Street & 87 Alfred Street

Motion by Councilor Ready to table this item, seconded by Councilor St. Cyr.

Discussion: The Committee tabled the item until the next meeting at which time they hope to get more information and clarification on what the abatement decision needs to be based on.

Vote: unanimous.

Motion carried 4-0.

Consideration of Sewer Abatement: DJM Enterprises, LLC - 196 Elm Street

Motion by Councilor Ready to table this item, seconded by Councilor St. Cyr.

Discussion: The Committee tabled the item until the next meeting at which time they hope to get more information and clarification on what the abatement decision needs to be based on.

Vote: unanimous.

Motion carried 4-0.

Authorization/Establishment of Ambulance Revenue Fund

Motion by Councilor Ready to establish an Ambulance Revenue Fund, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Other Business

Unassigned Budget Adjustment

Councilor McCurry would like to see how the WasteWater Management Committee came to the decisions on the two proposed sewer abatements on tonight's agenda.

The City Manager suggested asking the City Attorney to clarify the consistency between the WWMC and the Finance Committee decisions.

Councilor McCurry would like to look at the policy used by WWMC for the abatement process.
Councilor McCurry would like the Finance Committee to look at the CIP for the School Department to come up with a financial plan for building maintenance.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:47 pm.