

City of Biddeford
Finance Committee Meeting Minutes
October 17, 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 3, 2017, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Purchase of 40KW Generator for Main Street Pump Station/PowerPoint Generator Power Systems

Motion by Councilor Ready to recommend to City Council the purchase of the 40KW Generator from PowerPoint Generator Power Systems for \$19,090.00, seconded by Councilor St. Cyr.

Discussion: Carl Marcotte, Assistant Public Works Director, gave an overview explaining to the Committee the low bid did not meet specifications and recommended PowerPoint Generator Power Systems.

Vote: Unanimous.

Motion carried 4-0.

Approval of Ocean Avenue Invasive Species Removal Project

Motion by Councilor Ready to recommend to Council the approval for the funding of this project, seconded by Councilor St. Cyr.

Discussion: Public Works Director, Guy Casavant, presented the item noting the area of the project is known as the Common in Biddeford Pool. Guy explained 20% of the area is in the City right of way and the Land Trust is asking for the City to fund that portion of the project for \$1,313.40. The total cost of the project is \$6,567.00.

Christy Millet, Secretary of the Biddeford Pool Land Trust, spoke for the group giving some history on the Ocean Avenue area.

Vote: unanimous.

Motion carried 4-0.

Approval/J. Richard Martin Community Center Boiler Project

Motion by Councilor Ready to recommend to Council the funding for this project, seconded by Councilor St. Cyr.

Discussion: COO, Brian Phinney, gave an overview with a Power Point presentation on the background of the use of the Community Center and the condition of the current heating system. The Center had a boiler failure in August. The current boilers were installed in 1998 & 1999, the piping for the boilers is 1950's era. Policy decisions need to be made and Brian went over some of the options; abandon the building in favor of a new facility and maintain the costs; do we retain the building and address the current issues; do we retain the building and put a new heating system on the second floor and attic; do we retain the building and do a complete boiler replacement. Brian explained no matter what decision they make there is a need to heat the attic space to get rid of the wet system up there. Brian included the financing terms for the short and long term approach \$42,000.00 vs \$87,000.00

The Committee members decided to send this to the full City Council with no recommendation from Finance Committee. They also feel more information is needed before a final decision is made.

Amended Motion by Councilor Ready to forward the project on to full City Council without a recommendation by the Finance Committee, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Vote on item as amended: unanimous.

Motion carried 4-0

Parking Enforcement Technology

Police Chief, Roger Beaupre, presented this item. He explained they have been looking for technology on the issuance of parking tickets with a mobile device so the officer can go out issue and print a ticket, and have the availability of that information in the records management at the PD. The company is out of Pennsylvania and the Chief explains there are many facets to it. One of them is the ticket is issued on vinyl so weather is not an issue and it takes up to 12 pictures of the vehicle and the violation. The picture is on the ticket so the violator can see it. The initial investment is approximately \$15,000.00 (includes 2 units, set up training, and programming the system). Recurring cost is approximately \$5,000.00 per year for maintenance, software upgrade, and to mail out the tickets. Beach permits could also be tied in to the system eventually. He would like to use the asset forfeiture funds to offset the cost of the units. Presently they collect approximately 38% of parking tickets issued, if that could increase to 70% that would more than offset the \$5,000.00 annual fee. Roger explained this company does work with York with a park as you pay kiosks, and this device is compatible with any other kiosk. It would alert the officer with the pad that a certain issue has expired. What the Chief would like to do is replace manual issuance of tickets with portable devices.

The Finance Committee would like to see this item go through the bid process with at least 3 bids. They are in favor of the idea but would like to see other bids at the next meeting.

Other Business

September 2017 Financial Report

Councilor Ready asked about the Public Safety License permit fees. Finance Director Cheryl Fournier explained they were the ambulance billing. She noted there are revenues to be posted. Councilor St. Cyr asked about debt service on both the school and city side.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:54 pm.