

City of Biddeford
Finance Committee Meeting Minutes
October 1, 2019

The meeting was called to order at 4:30 p.m. by the Chair, Councilor John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Stephen St. Cyr (arrived at 4:45 p.m.), 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 September 17, 2019 as printed, seconded by Mayor Casavant.

Vote: unanimous.

Motion carried 3-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Approval/Purchase of PD Lockers

Motion by Councilor Ready to recommend the purchase of Lockers for the Police Department from Donnegan Systems, Inc., seconded by Mayor Casavant.

Vote: unanimous.

Motion carried 3-0.

Approval of the Fire Department Bathroom Project

Motion by Councilor Ready to recommend the renovation of the Fire Department Central Station Bathroom, seconded by Mayor Casavant.

Discussion: Councilor Ready noted the Committee had requested re-design this and come back to the Finance Committee.

Fire Chief, Scott Gagne, presented the item explaining the history. The design was from Caleb Johnson and was too high so they re-designed off of that.

Councilor Ready asked what the difference is between the original bid and the bid under consideration.

Chief Gagne explained the main difference is a change in flooring to have something easy to maintain. The adjusted design does not include lockers which the original design did allow lockers.

Councilor McCurry agrees with Councilor Ready noting when this first came to Finance they asked for it to be re-designed and then it was voted down. Staff was instructed to re-design the bathroom in an attempt to lower the cost of the project. There is no re-design and the bids under consideration are higher than the original bid considered in July of 2019.

Motion by Councilor Ready to table the item with the understanding that Staff does a re-design, seconded by Mayor Casavant.

Vote: unanimous.
Motion carried: 3-0.

Approval/Purchase of a Plow Truck

Motion by Councilor Ready to approve the purchase of a plow truck from the lowest bidder, seconded by Mayor Casavant.

Vote: unanimous.
Motion carried 3-0.

Councilor St. Cyr arrived.

Approval/Purchase of Dual Face Sign-Public Works Department

Motion by Councilor Ready to recommend the purchase of a Dual Face Sign from Sign Design, Inc. of Portland, ME to be installed at the Public Works Department, seconded by Mayor Casavant.

Discussion: Councilor Ready noted Solar Max's bid did not include installation and asked if DPW could install the equipment.

Public Works Director, Jeff Demers, presented the item explaining they only bid on the sign itself and DPW has to do the concrete work, insert the screen, etc. They were not close to the specs that were asked for.

Councilor Ready noted he does support the sign and asked if the placement of the sign is scheduled. He was surprised at the traffic that does go by DPW. Is there a better location for the sign?

Jeff explained it is not specific to Public Works but is a better way to communicate important information to the City. But if they decide on another location, they have to look at power source.

Councilor St. Cyr questioned if this is the best location for the sign. He would have felt better had the \$40,000.00 gone back into the CIP account for other projects.

Councilor McCurry thinks it is a good idea at this point in time. He does think they should be looking at other possible locations.

Vote: In favor 3.

Opposed 1, Councilor St. Cyr.

Motion carried: 3-1.

Authorization/Morin Street Paving Project

Motion by Councilor Ready to approve the paving project of Morin Street, seconded by Mayor Casavant.

Discussion: Councilor Ready asked about the funding for the project.

City Manager, James Bennett, explained part of the funds are coming from the Industrial Park Fund, the rest is coming from the Road Construction/Improvements Funds. He gave an update on the three large projects, Lincoln Mill, Riverdam & the new Courthouse project. Jim went on to explain that if the City waits for this project, the amount will probably come in higher.

Councilor McCurry asked if Drapeau Street could be added. Jeff has looked into this and noted that it would be, give or take an approximate \$158,000.00.

Motion by Councilor Ready to forward this item to City Council with no recommendation, seconded by Councilor St. Cyr.

The Mayor explained to the Committee that it has been 50 years since any improvements have been done to the road in the Industrial Park. He thinks its time for us to reinvest in the parks.

Vote: unanimous.

Motion carried 4-0.

Approval/Purchase of Pedestrian Warning Light

Motion by Councilor Ready to recommend the purchase of a Pedestrian Warning Light using TIF Funds, seconded by Councilor St. Cyr.

Discussion: Councilor McCurry noted this light is to be installed in front of Biddeford Savings Bank on Main Street.

Vote: Unanimous.

Motion carried 4-0.

Other Business

Councilor St. Cyr asked why the re-allocation of Unassigned Fund Balance was not on tonight's Finance Committee agenda. It was explained that it was on the September 17, 2019 Finance Committee agenda and voted on.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:22 p.m.