

City of Biddeford
Finance Committee Meeting Minutes
July 11, 2017

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

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Steven St. Cyr, Councilor Mike Ready, 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 June 20, 2017, seconded by Councilor St. Cyr, unanimous.

Motion carried, 4-0.

The expenditure warrant was available for review and signature.

Review of Financials

The financials will be presented at the July 18 Finance Committee meeting.

Selection of Age-Friendly Community Project Consultant

Linda Waters, Community Development Coordinator, explained five consultants showed interest in the project. Linda is recommending Analytic Insight be awarded the contract pointing out the funds for this project are separate from CDBG funds. The Committee and Linda discuss who will be on the committee involved in awarding the money for different projects.

Motion by Councilor Ready to award Analytic Insight the contract for \$5,000 for consulting services for the Age-Friendly Project, seconded by Councilor St. Cyr, unanimous.

Motion carried 4-0.

Other Business

Councilor Ready noted the numbers for Code Enforcement have exceeded projections with adding the new apartment inspection program.

Councilor Ready asked Jim how he gets updated on the financials. Jim explained he has been more involved in the financials since we did not have a Finance Director. He also noted with Cheryl on board as the new Finance Director the Committee would see the financials on a regular basis.

Mayor Casavant welcomed Cheryl on board and thanked Jim for serving as the City Manager and taking on the Finance Director role in this past budget season.

Councilor McCurry welcomed Cheryl and thanked Carmen for filling in and taking notes at the meetings.

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

Motion carried 4-0.

Adjourned at 5:23pm.

