

City of Biddeford
Finance Committee Meeting Minutes
June 21, 2022

The meeting was called to order at 5:00 p.m. by Councilor Norman Belanger.

Present: Mayor Alan Casavant; Councilor Norman Belanger; Councilor Marc Lessard (arrived at 5:07); Councilor William Emhiser; City Manager James Bennett; City Clerk Carmen Bernier; and Finance Director Nichole Wood.

Adjustment to the Agenda
No adjustment to the agenda.

Approval of Minutes of May 17, 2022

Motion by Councilor Emhiser, seconded Mayor Casavant to accept the minutes as printed.

Vote: unanimous.
Motion carries.

Expenditure Warrants:
The Warrants were available for review.

Discussion/Approval

Recommendation: Award of Pearl Street Reconstruction Project

Motion by Councilor Emhiser, seconded by Mayor Casavant to recommend the award of contract to Shaw Brothers Construction, Inc. for the Pearl Street Reconstruction Project.

Chief Operating Officer Brian Phinney presented this item. He included the Resolution for the overage of \$883,920.00 and states that the City has these funds available and committed to the Pearl Street Reconstruction.

Councilor Emhiser had concerns about the time line of the project and Brian explained the process.

Councilor Lessard had questions on where the funds were coming from and Brian and Jim gave an explanation.

Vote on recommendation: unanimous.
Motion carries.

Vote on Overage Resolution:
Motion by Mayor Casavant, seconded by Councilor Emhiser to recommend the Resolution.

Vote: unanimous.
Motion carries.

Recommendation: Pearl Street Reconstruction Plans and Specs - EDA Grant

Motion by Mayor Casavant, seconded by Councilor Emhiser to recommend the approval of payment to Sewell in the amount of \$201,967.00 for the Pearl Street Reconstruction Plans and Specs for the preparation of the EDA Grant.

Chief Operating Officer Brian Phinney presented this item.

Vote: unanimous.

Motion carries.

Other Business

Financial Director Nichole Wood presented the following items:

- 1) City Financials Update: financials through May were provided.
- 2) Munis Upgrade Update: In February various City Staff in the Finance Office, Human Resources and Chief Operating Officer went through an assessment training with Tyler Technologies to determine which programs are being underutilized or not utilized at all. The Tyler Consultant suggested changes in processes. Staff has begun making the easier changes, and will continue to work through the more challenging changes.
- 3) Update on City's Investments: Nichole asked the Committee what, within the provided report, is most helpful and what they would like more specific information on. The report comes from the City's investment firm. Also, a new investment account is being set up to put all the Bond proceeds into.

Motion by Councilor Lessard, seconded by Councilor Emhiser to adjourn.

Vote: unanimous.

Motions carries.

Adjourned at 5:59 pm