

City of Biddeford
Finance Committee Meeting Minutes
May 19, 2020
(Due to COVID-19, the meeting was held virtually via ZOOM)

The meeting was called to order at 5:01 p.m. by the Chair, Councilor John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Mike Ready, Councilor Stephen St. Cyr, City Manager James Bennett, Chief Operating Officer Brian Phinney, City Clerk Carmen Morris; Interim Finance Director, Gerry Matherne; Public Works Director, Jeff Demers; and City Engineer, Tom Milligan.

Adjustment to the Agenda

No adjustments to the agenda.

Approval of Minutes of April 21, 2020

Motion by Councilor Ready to approve the minutes as printed, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0

The Expenditure Warrant

The warrants were emailed to the Finance Committee members for their review.

Motion by Councilor Ready to approve the expenditure warrants for April 29, 2020, May 6, 2020, May 12, 2020 and May 19, 2020, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Discussion/Approval

Approval/Pavement Markings Project/Poirier Guidelines

Motion by Councilor Ready to recommend the approval of the award of pavement markings project to Poirier Guidelines, seconded by Councilor St. Cyr.

Discussion: Councilor McCurry noted the project is for \$47,342.79 and is coming out of Account 21162-60462.

Vote: unanimous.

Motion carried 4-0.

Approval/Return Activated Sludge Pumps for Water Street Wastewater Treatment Plant/Wescor Associates, Inc.

Motion by Councilor Ready to recommend the purchase of Return Activated Sludge Pumps for the Water Street Wastewater Treatment Plant from Wescor Associates, Inc., seconded by Councilor St. Cyr.

Discussion: Councilor McCurry noted the purchase amount not to exceed \$53,160.00 funds coming from Account 35102-60602.

Vote: unanimous.

Motion carried 4-0.

Approval/St. Mary's Street Granite Sewer Culvert Box Lining Project

Motion by Councilor Ready to recommend the award of two different contracts with two different vendors - The Ted Berry Company and DLVEWS, Inc. for the St. Mary's Street Granite Sewer Culvert Box Lining Project, which is a two-part project, seconded by Councilor St Cyr.

Discussion: Councilor McCurry noted the Ted Berry Company work will not exceed \$35,200.00; and the DLVEWS, Inc. work will not exceed \$455,200.00 funding coming from the CSO Fund.

Public Works Director, Jeff Demers gave a brief explanation of what the project entails.

Vote: unanimous.

Motion carried 4-0.

Other Business

Councilor McCurry asked when the Committee can expect to see the next financials report.

Jim will ask Curt Koehler and Interim Finance Director, Gerry Matherne, to work on getting them the report. Jim noted he is hoping to get an idea of State Revenue Sharing amounts and be able to provide a reasonable estimate of where the City will be at the end of the current fiscal year.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:14 p.m.