

City of Biddeford
Finance Committee
May 15, 2018 5:00 PM Council Chambers

- 1. Call to order**
- 2. Approval of the Minutes**
 - 2.1. May 1, 2018 Finance Committee Meeting Minutes
[5-01-2018 Finance Committee Minutes.rtf](#)
- 3. Signing of the expenditure warrant**
- 4. Discussion/Approval**
 - 4.1. Purchase/Mower for Public Works/Parks
[5-15-2018 Mower for PWD.doc](#)
 - 4.2. Purchase/4x4 Utility Unit for Biddeford Municipal Airport
[5-15-2018 4x4 Utility Vehicle for Airport.doc](#)
 - 4.3. Purchase/Enclosed Trailer for Storage of Election Equipment
[5-15-2018 Enclosed Trailer for Election.docx](#)
- 5. Other Business**
- 6. Adjournment**

City of Biddeford
Finance Committee Meeting Minutes
May 1, 2018

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

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Mike Ready, Councilor Stephen St. Cyr, City Manager James Bennett, Finance Director Cheryl Fournier, and City Clerk Carmen Morris.

Adjustment to the Agenda

No adjustments.

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of April 17, 2018, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Purchase of Automated Waste Packer/McNeilus Truck and Manufacturing, Inc.

Motion by Councilor Ready to recommend the purchase of an Automated Waste Packer, seconded by Councilor St. Cyr.

Discussion: Assistant Public Works Director, Carl Marcotte, gave an explanation of the bid process, the bid results and the Automated Waste Packer. The City Manager explained the price difference given and the budgeted price and why they leased vs purchase. The Finance Committee discussed the reasons for purchasing the packer now, approving it, and sending it on to the full Council for discussion.

Vote: unanimous.

Motion carried 4-0.

Authorization/Contract for Installation of Conduit on Bangor Savings Bank Property - Part of Lincoln Street Project

Motion by Councilor Ready to recommend the contract with Shaw Brothers Construction of Gorham, Maine, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Forecast for Fiscal Year 2018

The forecast for Fiscal Year 2018 was summarized by Finance Director, Cheryl Fournier, explaining the City will end the year with approximately \$628,000 added to the unassigned fund

balance. Councilor St. Cyr would like to see line items - more of a summary. The City Manager gave a brief explanation of some of the revenues and some expenses to the City budget.

Other Business

March 2018 Financials.

The Finance Committee reviewed the financials prior to the meeting.

FY2018 Transfer In Budget Variance

City Manager, James Bennett, explained the one item transfer for \$150,000, Pool Beach Permits, was entered twice on the spreadsheet.

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

Vote: unanimous.

Motion carries 4-0.

Adjourned at 5:28 pm.

Bid Opening for a 48 inch Zero Turn Mower

Present: Carl Marcotte – Public Works
Kara Cote – Public Works

Bids were opened at the Public Works Department on May 4, 2018 for a 48 inch Zero Steer mower for the parks division. Staff is recommending the low bid from North Country Tractor for the amount of \$6,999.02. This mower was approved in the FY/18 budget line 21165-60506.

Chad Little

John Deere Z920M	\$7, 100.00
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MB Equipment

Kubota Z724XKW-48	\$8, 170.00
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North Country Tractor

John Deere Z920M	\$6, 999.02
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TK Equipment

1. Gravely Tractor Proturn 148	\$7, 064.80
2. Gravely Tractor Proturn 252	\$8, 795.20

Bid Opening for a 4 Wheel Drive Utility Vehicle

Present: Carl Marcotte – Public Works
Kara Cote – Public Works

Bids were opened at the Public Works Department on May 4, 2018, for a 4 Wheel Drive Utility Vehicle to be used at the airport. Staff is recommending the low bid that meets specification from Chad Little Outdoor Power Equipment for the amount of \$18,262.51. This Utility Vehicle has been approved in the FY/18 budget line 31132-60603.

Chad Little

John Deere XUV855M	\$18, 262.51
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North Country Tractor

John Deere XUV835M	\$17, 943.98	Does not meet specification
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MB Equipment

Kubota RTVX1100	\$19, 290.00
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Purchase of a 20 foot Enclosed Trailer

The Public Works Department solicited pricing to purchase a 20 foot enclosed trailer to store and transport the voting booths and other Election equipment. We are recommending the lowest price from Scotts Recreation for the amount of \$7,899.00. This trailer was approved in the FY/18 CIP budget line 21204-60925.

Scotts Recreation

Stealth C8X20	\$7,899.00
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Big Tex Trailers

Stealth C8X20	\$8,799.00
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R&P Performance

Xpress S8X20	\$8,430.00
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High Country HEC8.5X20-IF	\$9,419.00
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