



**City of Biddeford
Finance Committee**

September 17, 2024 at 5:00 PM
City Hall Council Chambers & Zoom

[Click to Join Zoom Meeting Online](#)

Or call in by phone: +1 312 626 6799

Meeting ID: 964 8965 5270

Passcode: 456188

1. Call to Order
2. Approval of Minutes
 - 2.a Approval of the Minutes
3. Signing of the Expenditure Warrant
4. Discussion/Approval
 - 4.a Approval Water Street Park Planting
5. Other Business
6. Adjourn

City of Biddeford
Finance Committee
September 3, 2024 5:00 PM Council Chambers & Zoom

Councilor Beaupre: present
Councilor Lessard: present
Councilor LaFountain: present
Mayor Grohman: excused

1. Call to order

2. Approval of the Minutes

Motion: Councilor Beaupre
Second: Councilor Lessard
Vote: Unanimous in favor.
Motion passed.

3. Signing of the expenditure warrant

4. Discussion/Approval

4.a For Information: Approval for Eastern Fire/EMS Station Land Transfer Agreement

City Manager Bennett explained that this item was included in order to provide context to the public for the next item on the agenda.

4.b Approve Funds for Eastern Fire/EMS Station Property/Site Conditions Review and Additional Architectural Work

Motion: Councilor Beaupre
Second: Councilor Lessard

Motion: Councilor Lessard motion to move to Executive Session for discussion of a real estate matter
Second: Councilor Beaupre
Vote: Unanimous in favor.
Motion passed.

Motion: Councilor Lessard motion to come out of Executive Session
Second: Councilor Beaupre
Vote: Unanimous in favor.
Motion passed.

Fire Chief Best presented the item. Councilor LaFountain asked whether the architects would be presenting a preliminary design for the building and how much input staff would have on it. Councilor Lessard expressed his desire to edit the language to clarify the intent on the scholarships. City Manager Bennett clarified that the language was intended to cap at 20 but noted that it would depend on having

that many eligible people per year. There was additional discussion clarifying language surrounding this provision of the agreement regarding scholarships.

Councilor LaFountain asked to clarify the source of the funding for the building and City Manager Bennett noted that it was approved as part of the FY 2023 Capital Budget that was carried over. This project would exceed that original budget so projected surplus funds would be allocated for the remainder. Councilor Lessard asked whether there is absolute certainty about being able to place the station in the desired location. Chief Best confirmed that the site was determined to be viable but additional information is needed to determine with 100 percent certainty. City Manager Bennett noted that the City would not have to execute the option until all relevant details are known so that the City could ultimately decide against the site if it was ultimately cost prohibitive.

Vote: Unanimous in favor.

Motion passed.

4.3 Authorize Purchase of 2021 Hyundai Ionoc (Vehicle Coming Off Lease)

City Manager presented the item, noting that it was consistent with Council's Climate Action policy so the intent is to give them the option to make the purchase. If the purchase is not approved, the vehicle simply goes back and a new leased vehicle will be used. Councilor Beaupre asked to clarify the amount of vehicles involved and various details such as mileage and maintenance costs. Councilor Lessard asked whether it made more sense to reimburse employees for use of personal vehicles verses keeping either of the two vehicles based on the limited miles on the vehicles. Councilor Beaupre disagreed, noting that employees should have what they need to do the job since using personal vehicles could impact their insurance rates. Councilor LaFountain asked about the primary use of the vehicle by Assessing. City Manager Bennett noted that the vehicles were originally assigned to PW & PD and that the vehicles should

Motion:

Second:

Vote: Councilors Beaupre & LaFountain in favor, Councilor Lessard opposed.

Motion passed.

4.4 2024.152 Authorize Purchase of 2021 Hyundai Ionoc (Vehicle Coming Off Lease)

Item was considered and voted on with item 4.3.

5. Other Business

Councilor Lessard mentioned that hazardous waste is returning on September 14th at Public Works.

Motion: Councilor Beaupre motion to adjourn at 5:40 pm.

Second: Councilor Lessard

Vote: Unanimous in favor.

Meeting adjourned.



Finance Committee

Meeting Date: September 17, 2024
Meeting Time: 5:00 PM
Agenda Item No: 4.a
Item Description: Approval Water Street Park Planting
Submitted By: Brad Favreau, Economic Development Coordinator

Supporting Information/Documentation:

Planting Plan Water Street Green Space Jul 23 2024, Tree Images - Water Street Summer 2024, Mechanic's Park Bench, Pierson's Quote July 2024, Bench and Installation Quote by Public Works, Plaque Quote Signarama

Key Terms:

N/A

Executive Summary:

The Downtown Development Commission (DDC) has investigated the design of the newly created green space at 12 and 20 Water Street. The DDC voted to plant a simple grove of trees, complemented by benches, to create a welcoming green respite at the intersection of Main and Water streets. Tree planting is a recommended action in the 2023 Climate Action Plan.

Detailed Review:

The DDC enlisted the expertise of Jake Pierson, of Pierson's Nursery, to design a simple grove of trees at this newly created green space at Water Street. This open space was created by the re-alignment of the intersection completed by Maine Department of Transportation in 2023.

Jake selected two tree species for this project, planted as shown on the attached plan. Quercus X Regal Prince is a vertically-oriented oak tree. This tree was selected because its size and shape will not interfere with overhead power lines or underground infrastructure. To complement these oaks, Jake selected Syringa Reticulata Ivory Silk Japanese Lilac. Planted behind the oaks, as viewed from Water Street, provides color and depth to the grove of trees. See attachment for images of these species.

The grove is offset to the left of the open space somewhat, as requested by business owners that was a part of the public outreach for this project. Two benches, one at either side of the grove, will be installed at the sidewalk by Public Works.

A plaque describing the family that provided an adjacent parcel to the City in 1973 will also be installed.

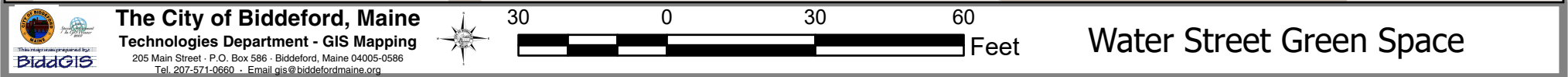
Funding Source:

CDBG has allocated funds for this project.

Procurement of trees, installation and site clean up	\$6,000.00
Procurement and installation of benches (Public Works)	\$3,498.00
Placement of boulder (Public Works - labor)	\$ 106.58
Plaque	<u>\$1,051.53</u>
Total	\$10,656.11

Staff Recommendation:

Staff, along with members of the Downtown Development Commission, recommends the installation of trees and benches at Water Street Park.





Quercus X Regal Prince



Syringa Ret Ivory Silk





24 Buzzel Road, Biddeford, ME 04005
(207)499.2994 (207)282.7235 Fax (207)499.2912

sales@piersonnurseries.com www.piersonnurseries.com

QUOTATION

Page # 1 of 1
Order # 51269
Order Date: 22 FEB 2024
Exp Ship Date:
Date Revised: 21 JUN 2024

SOLD TO:
CITY OF BIDDEFORD
PLANNING & DEVELOPMENT

Bus: (207) 571-1612

SHIP TO:
CITY OF BIDDEFORD
WATER STREET PARK PLANTING

Bus: (207) 571-1612

brad.favreau@biddefordmain...

Ordered By		Ship Via	Customer PO #		Terms
BRAD FAVREAU		Pick Up			N30
Ln	Description	Quantity	Unit Price	Total	
1)	QUERCUS X REGAL PRINCE 2-2.5" BB price includes digging the hole, installation, mulch, fertilizing, & clean up of site	5	750.00	3,750.00	
2)	SYRINGA RET IVORY SILK 2-2.5" T/F BB price includes digging the hole, installation, mulch, fertilizing, & clean up of site	3	750.00	2,250.00	
Sub-Total				6,000.00	
Total				6,000.00	



Tue 7/30/2024 8:52 AM

Demers, Jeff

Re: benches

To Favreau, Brad

 You replied to this message on 7/30/2024 9:01 AM.

No, that's just adventures. Another \$600 for installation.
Sent from my iPhone

On Jul 30, 2024, at 8:44 AM, Favreau, Brad <Brad.Favreau@biddefordmaine.org> wrote:

Thanks Jeff. To clarify, this price includes installation?

From: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>

Sent: Wednesday, July 24, 2024 4:39 PM

To: Favreau, Brad <Brad.Favreau@Biddefordmaine.org>

Subject: RE: benches

1149.00 Through Gloibal

From: Favreau, Brad <Brad.Favreau@Biddefordmaine.org>

Sent: Wednesday, July 24, 2024 3:54 PM

To: Demers, Jeff <Jeff.Demers@Biddefordmaine.org>

Subject: benches

Hey Jeff,

Do you have the quote yet for two benches at Water Street installed?

Thanks!

Brad Favreau
Biddeford Planning & Development
(207) 571-1612



24 Industrial Park Rd
Unit 2
Saco, ME 04072
(207) 494-8085

ESTIMATE
EST-28877

Payment Terms: Cash Customer

Created Date: 8/19/2024

DESCRIPTION: Park Plaque

Bill To: Biddeford, City Of
205 Main St
Biddeford, ME 04005
US

Pickup At: Signarama-Saco
24 Industrial Park Rd
Unit 2
Saco, ME 04072
US

Requested By: Danica Lamontagne
Email: danica.lamontagne@biddefordmaine.org
Cell Phone: (207) 282-8423

Salesperson: Nicole Whitney
Email: nicolew@signarama-saco.com
Entered By: Nicole Whitney

NO.	Product Summary	QTY	UNIT PRICE	TAXABLE	AMOUNT
1	Park Plaque	1	\$996.71	\$996.71	\$996.71
1.1	Gemini Plaques - -Gemini Plaques				
	Part Qty: 1				
	Width: 17.00"				
	Height: 11.00"				
	Notes:				
	Prec.Tooled BRONZE Plaque				
	5/16" Thick: Painted Edges				
	Rectangle with insert				
	Raised Copy-Horizontal Stroke				
	Leatherette-w/Brushed Surface				
	Single Line Border				
	1315-Dark Oxide SATIN Painted				
	Per Artfile Supplied				
	Satin				
	Blind:Standard Stud				
	No Rosettes Required				
	.				
	17"w x 11"h				
	QTY 1 -				
	JOB: Aranovitch Park				
	.				
	With etched insert seal attached prior to shipping				
Subtotal:					\$996.71
Taxable Amount:					\$996.71
Taxes:					\$54.82
Grand Total:					\$1,051.53
Deposit Required:					\$525.77

Signature: _____

Date: _____