

City of Biddeford
Finance Committee Meeting Minutes
May 4, 2021
(Due to COVID-19, the meeting was held virtually via ZOOM)

The meeting was called to order at 5:00 p.m. by the Chair, Councilor John McCurry.

Present: Chair, Council President, John McCurry; Mayor Alan Casavant; Councilor Mike Ready; City Manager, Jim Bennett; City Clerk, Carmen Morris; and Finance Director, Alison Garrison.

Excused: Councilor Stephen St. Cyr.

Adjustment to the Agenda

No adjustments to the agenda.

Approval of Minutes of April 20, 2021

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

Vote: unanimous.

Motion carries.

Signing of Expenditure Warrants:

- **April 27, 2021**
- **May 5, 2021**

Motion by Councilor Ready to approve the expenditure warrants, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Discussion/Approval

Recommendation/Public Works Facility Bathroom Renovation/Hy-Tech Plumbing, Heating and Mechanical, Inc.

Motion by Councilor Ready to recommend the renovation of the Public Works Facility Bathroom with contract being awarded to Hy-Tech Plumbing, Heating and Mechanical, Inc. in the amount of \$58,600.00, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Approval/J. Richard Martin Community Center Flooring Project

Motion by Councilor Ready to approve the J. Richard Martin Community Center Flooring Project with contract being awarded to Ben's Flooring in the amount of \$22,850.00, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Approval/Selection of ComStar for Ambulance Billing Services

Motion by Councilor Ready to approve the selection of ComStar for Ambulance Billing Services

for the price of 3.8% on collected revenue, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Other Business

Update on Financials: The financial report was distributed to the Committee members prior to the meeting, and are provided through April 2021.

Councilor Ready asked about the wastewater billing issues and if they have been resolved. City Manager, Jim Bennett, answered the issues are still being worked through. The Finance Director, Alison Garrison, informed the Finance Committee the billing cycles are caught up to date.

Councilor Ready asked about the Communications Department and what expenses this budget encompasses. Alison explained it is the category "Undefined".

Motion to adjourn made by Councilor Ready, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Adjourned at 5:16 p.m.