

City of Biddeford
Finance Committee Meeting Minutes
May 3, 2022

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

Present: Mayor Alan Casavant (arrived at 5:20); Councilor Norman Belanger; Councilor William Emhiser; Councilor Marc Lessard; 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 April 5, 2022
Motion by Councilor Emhiser, seconded by Councilor Lessard to accept the minutes as printed.

Vote: unanimous.
Motion carries.

Approval of Minutes of April 19, 2022
Motion by Councilor Emhiser, seconded by Councilor Lessard to accept the minutes as printed.

Vote: unanimous.
Motion carries.

Expenditure Warrants:
The Warrants were not available for review.

Discussion/Approval
Authorization/City Hall Renovation Project Architectural and Engineering Services/Artifex Architects & Engineers

Motion by Councilor Lessard, seconded by Councilor Emhiser to recommend the authorization of the City Hall Renovation Project Architectural and Engineering Services to be contracted with Artifex Architects and Engineers.

Chief Operating Officer Brian Phinney presented this item. He noted that Phil Radding was rehired doing the Project Management for the City Hall renovations. Brian noted they released an RFP for the renovations and received five responses. The Staff team interviewed the architectural firms and recommend Artifex Architects and Engineers.

Councilor Lessard noted he would not support a percent charge.

Brian explained the State Architectural Board identifies a range of percentages. Phil Radding explained all costs are negotiable and the City will have final say on what is done and the products that will be used, that way they have control over the cost of the project and the percentage of the construction administration fees. Phil explained the first thing would be Life Safety, the springler

system and a new fire alarm system. The second piece would be replacement of windows. And the third piece would be to address the tower, the dome, and the bell structure.

Councilor Lessard asked if there is someone on Staff who will be able to look at the estimates and suggestions for work to know if the City is being presented with the best possible options. Phil stated that he is confident that he can be the Staff person.

Vote: 3/1, Councilor Lessard opposed.

Mayor Casavant, Councilor Belanger and Councilor Emhiser in favor.

Motion carries.

Authorization/Purchase of Fire Department Pickup Truck

DPW Garage Supervisor Jerry Court presented this item.

Motion by Councilor Emhiser, seconded by Mayor Casavant to authorize the purchase of a pickup truck for the Fire Department.

Councilor Lessard asked about the purchase and Fire Chief Scott Gagne explained the pickup truck would be used by the Incident Commander who needs to be on the scene as quickly as possible and typically before the fire trucks. It would allow the Incident Commander to go from one incident to another independently.

Councilor Lessard questioned the need for a 3/4-ton pickup with a double cab. Chief Gagne explained quite a bit of equipment will be on this truck, and it will have towing capabilities that are often needed. The truck would also give the Fire Department the ability to transport other Staff members when necessary.

Vote: unanimous.

Motion carries.

Other Business

No other business.

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

Vote: unanimous.

Motions carries.

Adjourned at 5:34 pm