

City of Biddeford
Finance Committee Meeting Minutes
April 17, 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 3, 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 Generator for Pump Station on Lafayette Street/PowerPoint Generator Power Systems

Motion by Councilor Ready to recommend the purchase of a generator for the pump station on Lafayette Street in the amount of \$19,090.00, seconded by Councilor St. Cyr.

Discussion: Assistant Public Works Director, Carl Marcotte, gave an overview and recommended accepting the bid from PowerPoint Generator Power Systems.

Vote: unanimous.

Motion carried 4-0.

Purchase of Excavator/Chadwick-Baross

Motion by Councilor Ready to recommend the purchase of an excavator from Chadwick-Baross in the amount of \$137,400.00, seconded by Councilor St. Cyr.

Discussion: Assistant Public Works Director, Carl Marcotte, gave an explanation for the purchase and why they went with this bid and the options it gives the operator. This is a lease that was approved in the FY18 CIP Budget.

Vote: unanimous.

Motion carried 4-0.

Purchase of Wood Chipper/Nortrax Equipment

Motion by Councilor Ready to recommend the purchase of a wood chipper from Nortrax Equipment with a bid of \$64,566.00, seconded by Councilor St. Cyr.

Discussion: Assistant Public Works Director, Carl Marcotte, explained why they went with this bid. This is a lease that was approved in the FY18 CIP Budget.

Vote: unanimous.

Motion carried 4-0.

Purchase of Downtown Plantings (flowers and baskets)

Public Works Director, Jeff Demers, explained he only recently received the bids and recommended the City go with Estabrooks with a bid of \$5,978.42.

Motion by Councilor Ready to recommend the purchase of the flowers/baskets from Estabrooks in the amount of \$5,978.42, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Wayfinding Signage for Business Parks

Motion by Councilor Ready to recommend to Council the acceptance of the wayfinding signage plan, seconded by Councilor St. Cyr.

Discussion: Economic Improvement Coordinator, Brad Favreau, presented the item. They had planned on spending \$90,000.00 for the signage. The total amount of the project came in at \$84,215.00 with funds coming out of the Industrial Park Fund.

Vote: 3-1, Councilor McCurry opposed.

Motion carries 3-1.

City Hall Office Reorganization/Renovations

Facilities Director, Phil Radding, explained the process of moving the offices which includes moving Facilities Manager Office to the first floor room 101; the General Assistance Office downstairs and renovating it; the Finance Office to where the GA Office is; and the Code Enforcement Office to where Finance is now. After completing the moves, the space where Code Enforcement is now could be rented out with revenue to the City. There would also be savings in the contracted cleaning service.

Motion by Mayor Casavant to recommend to City Council the expenditure of \$37,873.31 for the reorganization of City Hall offices, seconded by Councilor St. Cyr.

Vote: 2-2, Councilors Ready and McCurry opposed.

Motion fails 2-2.

Unassigned Fund Balance Policy

Motion by Councilor Ready to approve the Policy, seconded by Councilor St. Cyr.

Motion by Councilor Ready to amend page 3(b) that under no circumstance can funds be spent or moved without a vote and approval of the City Council, seconded by Councilor St. Cyr.

Vote: 3-1, Mayor Casavant opposed.

Motion carries 3-1.

Vote on policy as amended: 3-1, Mayor Casavant opposed.
Motion carries 3-1.

Other Business

No other business.

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

Vote: unanimous.

Motion carries 4-0.

Adjourned at 5:51pm.