

City of Biddeford
Finance Committee Meeting Minutes
April 5, 2022

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

Present: Mayor Alan Casavant; Councilor Norman Belanger; Councilor William Emhiser; Councilor Marc Lessard (arrived at 5:25); 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 March 15, 2022

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

Vote: unanimous.
Motion carries.

Expenditure Warrants:
The Warrants were not available for review.

Discussion/Approval

Approval/Civic Engagement Platform

Motion by Councilor Emhiser to approve the expenditure for a Civic Engineer Platform/Software, seconded by Mayor Casavant.

Communications Coordinator, Danica Lamontagne, presented this item. Danica explained that last year the Council had set aside \$30,000.00 for them to get some sort of civic engagement software or app. They put out RFP's and their recommendation is to go with CitizenLab for a three-year plan service at \$20,060.00. Their software does come with survey software.

Vote: unanimous.
Motion carries.

Recommendation: Fire Department Assessment Consultant/Center for Public Safety Management, LLC

Chief Operating Officer, Brian Phinney, presented this item. We issued RFP's and received 2 respondents for the project with Staff recommending Public Safety Management, LLC in the amount of \$53,500.00.

Motion by Councilor Emhiser to recommend going with Public Safety Management, LLC for the Fire Department Assessment Consultant in the amount of \$53,500.00, seconded by Mayor Casavant.

Vote: unanimous.

Motion carries.

Other Business

Discussion: Bond Rating Upgrade

At the request of Bond Counsel, the run-through for the Bond Rating Upgrade has been pushed off for another week, so no presentation was able to be prepared for this meeting.

Update: River Wall Repair Alternatives Analysis - Recommended Extension of Contract with Weston & Sampson

Chief Operating Officer, Brian Phinney, explained this is really a timing issue as the river wall collapsed. We started mitigation work to stabilize it and approached FEMA for funding. Weston & Sampson did the alternatives analysis, which basically evaluates the site, determines what is the appropriate fix for the River Wall and then assigns a general cost. Generally, FEMA will only fund projects that restore structures to their original condition, but because Alternative 3 comes in cheaper and makes the most sense, City Staff is confident that FEMA will approve this alternative. We now have to permit the project because our current permitting in the river was only specific to the mitigation aspect of the project. We want to keep this moving because there are rules regarding "in river work". We had to build a road in order for an assessment of the river wall and it is not under FEMA project, so we need to permit that.

Motion by Councilor Emhiser to recommend extending the contract with Weston & Sampson for analysis of the River Wall Alternatives, seconded by Mayor Casavant.

Vote: Unanimous.

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

Vote: unanimous.

Motion carries.

Adjourned at 5:26 p.m.