

City of Biddeford
Finance Committee Meeting Minutes
April 3, 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, Finance Director Cheryl Fournier, and City Clerk Carmen Morris.

Excused: City Manager, James Bennett.

Adjustment to the Agenda

No adjustments.

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of March 20, 2018, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Authorization/Graham Street Sewer Separation Project/Dearborn Brothers Construction, Inc. of Buxton, Maine

Motion by Councilor Ready to recommend the expenditure for the Graham Street Sewer Separation Project, seconded by Councilor St. Cyr.

Discussion: City Engineer, Tom Milligan gave a brief overview. Staff is recommending Dearborn Brothers Construction, Inc. be awarded the contract for this project, stating they came in with the lowest bid. Funding for the project will come from the Sewer Separation Bond, Fund 402, approved by the voters.

Vote: unanimous.

Motion carried 4-0.

Remove from table: Unassigned Fund Balance Policy

Motion by Councilor Ready to remove this item from the table for discussion, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Discussion: Finance Director, Cheryl Fournier, explained Councilor Ready would like language that clearly states no funds can be moved or expended without notification to the City Council.

Motion by Councilor St. Cyr to amend the policy by adding language there shall be a one-year expiration on the reserve accounts, unless the Council authorizes otherwise, seconded by Mayor Casavant.

Motion by Councilor Ready to amend the amendment to replace "a one-year expiration" with **a timeline**, seconded by Mayor Casavant.

Vote: 3-1.

Opposed: Mayor Casavant.

Motion carried 3-1.

Vote on amendment, as amended: 3-1.

Opposed: Mayor Casavant.

Motion carried 3-1.

Other Business

Power Point Presentation by Finance Director, Cheryl Fournier on Bond Update Target Date.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:40 pm.