

City of Biddeford
Finance Committee Meeting Minutes
March 6, 2018

The meeting was called to order at 5:03 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. The Committee was joined by the Capital Projects Committee.

Adjustment to the Agenda

No adjustments.

Approval of Minutes

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

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Award of Lincoln Street Project - Phase I

Motion by Councilor Ready to recommend the award of the Lincoln Street Project to D and C Construction Company, seconded by Councilor St. Cyr.

City Engineer, Tom Milligan, gave an overview of the street project and an explanation of the funding process. The City matching funds will come from the City TIF account. The project will begin in the Spring.

Councilor Ready asked about the one bid. Tom explained the bid did come in under the estimated cost. The project involves a lot of manual work that could be why only one bid was received.

Councilor McCurry asked Capital Projects to vote at this time for the street project.

Vote: unanimous.

Motion carried 4-0.

Award of Engineering Contract for Main Street Sidewalk Improvement Project

Motion by Councilor Ready to recommend the award of the contract to HEB Engineers, seconded by Councilor St. Cyr.

Councilor McCurry again asked Capital Projects to vote on this project.

City Engineer, Tom Milligan, gave an overview of the sidewalk project. Funding will come from the CDBG Program and all CDBG guidelines will need to be followed. They had four firms bid for the project from \$37,000.00 (plus) down to \$29,000.00. After reviewing the proposals, Engineering Staff felt HEB Engineers out of Brighton for \$30,349.00 provided the best package.

Vote: unanimous.

Motion carried 4-0.

Other Business

Councilor McCurry asked the Finance Director if financials are coming in at or under budget. City Finance Director, Cheryl Fournier, believes the City will be coming in under budget.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:16 pm.