

City of Biddeford
Finance Committee Meeting Minutes
February 6, 2018

The meeting was called to order at 5:30 pm by the Chair, Council President John McCurry.

Present: Chair, Council President John McCurry, Mayor Alan Casavant, Councilor Stephen St. Cyr, Councilor Mike Ready, Chief Operating Officer Brian Phinney, Finance Director Cheryl Fournier, and City Clerk Carmen Morris.

Adjustment to the Agenda

Core Switching will be the first item considered followed by the Ice Arena Revenue Bond.

Approval of Minutes

Motion by Councilor Ready to approve the Minutes of January 16, 2018, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was not available for review.

Discussion/Approval

Award of Core Switching Upgrade Project

Motion by Councilor Ready to approve the expenditure for the Core Switching Upgrade Project, seconded by Mayor Casavant.

Discussion: Chief Operating Officer, Brian Phinney gave an overview of the expenditure noting two quotes were received. The recommendation is to use Systems Engineering for the project. They already support services for much of the City's network. The expenditure was approved in the CIP project list for FY2018 in the amount of \$45,000.00. The bid came in at \$29,806.00.

The Committee discussed the expense of the software and if another company could come in to do the work and be compatible with what we have. Brian explained there are other opportunities within the network to try out other vendors.

Vote: unanimous.

Motion carried 4-0.

Ice Arena Revenue Bond - Compressor

The Finance Committee discussed the item. Councilor Ready had questions about the Finance Director's memo explaining the Charter doesn't allow this. Finance Director, Cheryl Fournier explained our Charter does not allow Revenue Bonds so they went through FAME and that is allowed in the Charter. The Committee had questions on the Arena budget, actual and other potential usage, and the feasibility of the Arena Board to incur further debt.

Motion by Councilor Ready to table the item until the next meeting and have a member from the Arena present to answer questions, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Other Business

The December 2017 Financials will be included on the next Finance Agenda.

Audit Management Letter will also be added to the next Finance Agenda.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:55 pm.