

City of Biddeford
Finance Committee Meeting Minutes
February 4, 2020

The meeting was called to order at 5:00 p.m. by the Chair, Councilor 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.

Excused: City Manager, James Bennett.

Adjustment to the Agenda

No adjustments to the agenda.

Approval of Minutes of January 21, 2020.

Motion by Councilor Ready to approve the minutes of January 21, 2020 as printed, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

The expenditure warrant was available for review and signature.

Discussion/Approval

Authorization/Purchase of Ford Hook-Lift for Public Works

Motion by Councilor Ready to recommend the purchase of Ford Hook-Lift for Public Works from Arundel Ford, seconded by Councilor St. Cyr.

Discussion: Finance Director, Cheryl Fournier explained the lease of the vehicle.

Assistant Public Works Director, Carl Marcotte explained the low bid did not meet the specifications. Staff is recommending going with Arundel Ford of Arundel, Maine. It does multiple functions and they are able to buy the truck at a lower price than budgeted.

Vote: unanimous.

Motion carried 4-0.

Authorization of Financing of the Ice Arena Debt

Motion by Councilor Ready to authorize the financing of the Ice Arena debt, seconded by Councilor St. Cyr.

Discussion: Councilor Ready asked if the City noticed the decrease in CMP bills.

Finance Director, Cheryl Fournier, explained they did see savings in the utility costs. The Committee would like to see a comparison of bills since they changed the system.

Mayor Casavant noted this is good but there will be other expenses coming up like the purchase of bleachers.

The Committee discussed the balloon payment and how it could be paid up earlier.

Motion by Councilor St. Cyr to amend the recommendation by restructuring the loan to eliminate the balloon payment that has been built into the loan, seconded by Councilor Ready.

Vote: 3-1; Mayor Casavant opposed.

Motion carried 3-1.

Finance Committee Work Plan for 2020

Finance Director, Cheryl Fournier and the Finance Committee discussed the Work Plan noting policy and procedures (sole sourcing, transportation, etc.).

Motion by Councilor Ready to approve the Finance Committee Work Plan for 2020, seconded by Councilor St. Cyr.

Vote: unanimous.

Motion carried 4-0.

Other Business

Audit Questions

Councilor McCurry asked about the Police Department being over budget. Cheryl explained some of that is salaries were in different areas. It will not be the same next year. Councilor St. Cyr noted it is probably accurate but incomplete and things could be done in certain categories. Cheryl explained they did not do budget amendments which they probably should have. Councilor McCurry noted a \$980,000.00 note to Mills at Saco Falls, and Cheryl explained she is researching it, but it is very confusing.

Councilor Ready asked about information about Wastewater that Cheryl was bringing to the Committee. Cheryl noted she did not get the answer from the water company, she will bring it to the next meeting.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:26 p.m.