

City of Biddeford
Finance Committee Meeting Minutes
January 7, 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, City Manager James Bennett, Finance Director Cheryl Fournier, and City Clerk Carmen Morris.

Adjustment to the Agenda

No adjustments to the agenda.

Approval of Minutes of November 7, 2019 and November 19, 2019.

Motion by Councilor Ready to approve both sets of minutes 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 for Wastewater Purchase of Replacement Pump

Motion by Councilor Ready to recommend the purchase of a replacement pump at the Wastewater Treatment Plant through Motion Industries at the sum of \$56,041.53, seconded by Councilor St. Cyr.

Discussion: Public Works Director, Jeff Demers, presented the item. Jeff explained they have rebuilt two pumps at the Wastewater Plant in the last five years, but this pump is not rebuildable due to the wear and tear. This pump is approximately 25 years old and the new pump should give the same life expectancy because it is the same type of pump.

Councilor St. Cyr asked how much money was in that account. Jeff noted approximately \$62,000 in the Wastewater Treatment Plant Capital Improvements Account.

Councilor McCurry asked Jeff why they did not go out to bid for this, and Jeff explained Motion Industries of Portland, Maine is the only vendor who has the necessary pump.

Vote: unanimous.

Motion carried 4-0.

Allocation of Verizon and Water Street Property Sale Funds

Councilor McCurry wants to have a discussion on this and feels the Committee should not take any action at this time. He would like to bring it back in March or April to see what the State is doing.

Councilor St. Cyr noted he would like to see some of those funds go back to the taxpayers. He is also inclined to let these funds fall to the bottom line. He would be open to other discussions and comments.

Councilor Ready does not want to piece meal this, he is more inclined to let the funds drop to the bottom line which might be the wisest decision.

Mayor Casavant noted we do have some major projects coming up and would rather hold on to the money and determine later on what we do with it.

The City Manager noted Staff will remind the Finance Committee and the Council towards the end of the budget process that these funds are there.

No action was taken.

Other Business

Councilor McCurry asked about the most up-to-date financials. Cheryl Fournier, Finance Director, noted they went out to the Department Heads to review. Financials came in New Year's Eve. The presentation is planned for January 28 at 5:30 at JFK. The City Manager noted the Council will have the written audit at least a week prior to the Presentation.

Councilor McCurry asked that the financials be provided to the Finance Committee at the second meeting of each month.

Councilor St. Cyr would like to know why it takes seven months after the audit is completed to receive the Audit Report. Cheryl explained some of the things they have to wait for that to accrue into the prior year. There is a lot of information to gather and provide to the auditors.

Councilor St. Cyr asked about the City share to MainePers for employee retirement benefits because he knows the market has been doing well, and will be disappointed if it's not less than what we have been required in recent years.

Councilor McCurry asked about the cost of outside services between the City and School (i.e. plumber, electrician) and what are we spending. Maybe we hire someone that can do all that. Cheryl will create a spreadsheet that we both use and bring it together for a grand total.

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

Vote: unanimous.

Motion carried 4-0.

Adjourned at 5:31 p.m.