

FINANCE COMMITTEE
December 2, 2013 @ 5:00 pm

MINUTES

Council Members: Gallant, Graham, Blanchette, Baldacci, Sprague, Civiello, Nealley

Staff: Cyr, Wardwell, Little, Beaton, Dawes, Gambrel, Conlow

Others: Clemens

1. Consent Agenda

- a. Bids Awarded by Staff – November 2013
- b. Quitclaim Deed – Various Properties – Morgan
- c. CDBG Purchases – Second Street Park Street Lights
- d. Council Order, Authorizing Application for Three Grants from the State of Maine Bureau of Highway Safety

Councilor Sprague moved the acceptance of the Consent Agenda, Councilor Baldacci seconded, so approved.

2. Bids/Purchasing

- a. Parking Management Proposals – Airport/Downtown – Republic Parking

Finance Director Cyr explained the areas of service that the Parking Management Proposals would cover. Cyr explained that a committee made up of Jamie Gallant, Deb Cyr, Robbie Beaton and Jason Bird went over each proposal that were received from each company and the pros and cons for each proposal. Staff recommendation is to award both contracts to Republic Parking. The Committee met with Republic Parking on November 14, 2013 to go over issues that have come up in the past with their service, etc.

Councilor Sprague moved staff recommendation, Councilor Blanchette seconded, so approved to go to full Council.

- b. Request to Waive Bid Process – Command Vehicle – Police – Quirk Ford
(State Contract Provider) - \$33,000

Director Cyr explained that the current command vehicle has about 139,000 miles on it and it is one of the most used vehicles in the fleet. Staff recommendation is to piggy back on the State contract with Quirk Ford to purchase a new Command Vehicle using monies from the Homeland Security Grant.

Councilor Sprague moved staff recommendation, Councilor Blanchette seconded, so approved.

- c. Request to Waive Bid Process – Aerial Photography – Engineering/GIS – (State Contract Provider) - \$36,500

Director Cyr explained that staff recommendation is to piggy back on the State Contract then upgrade to 3 inch pixel aerial photography for the City and its GIS project.

Councilor Sprague moved staff recommendation, Councilor Blanchette seconded, so approved.

3. Matured Tax Liens – Possession Recommendation

Treasurer David Little explained about the 2 properties that staff is recommending that the City take possession of. All procedures have been followed by sending certified correspondence but it has either been returned unclaimed or ignored.

Councilor Graham asked about the possibility of a tenant at the property and what will be done accordingly. Director Cyr stated that they will help this person find appropriate housing to the best of our ability.

Councilor Blanchette moved, Councilor Sprague seconded, so approved to recommend to the full Council.

Councilors asked that they be kept up to date with both properties and what is happening.

4. Executive Session – 1 MRSA § 405 (6)(E) – Claim Settlement

Councilor Blanchette moved to go into executive session, Councilor Graham seconded, so approved.

5. Open Session – Claim Settlement

Staff recommendation was approved.

Adjourned at 5:55pm.