

**FINANCE COMMITTEE MINUTES**  
**February 19, 2014 at 6:10pm**

**Council Members:** Blanchette, Durgin, Nealley, Sprague, Graham

**Staff Members:** Cyr, Little, Seymour, Caruso, Morgan, Heitmann

**Others:** Kathy Moriaty, Deb Reese

**1. Executive Session – 1 MRSA Section 405 (6)(E) – Workers Comp. Settlement**

**2. Open Session – Workers Compensation Settlement Recommendation**

Councilor Durgin moved staff recommendation on the workers compensation settlement, Councilor Graham seconded, so approved.

**3. Consent Agenda**

- a. Quitclaim Deed – 33 Cortland Circle
- b. Quitclaim Deed – 14 I Street
- c. Quitclaim Deed – 91 Holiday Park
- d. Quitclaim Deed – 373 Hancock Street
- e. Quitclaim Deed – 87 Holiday Park
- f. Quitclaim Deed – 24 B Street
- g. Quitclaim Deed – 107 Dartmouth Street
- h. Quitclaim Deed – 134 Ohio Street
- i. Workout Agreement – 105 Cedar Falls
- j. Workout Agreement – 210 Kittredge, 466 Birch, 336 Mt. Hope
- k. Write off of Taxes – 110 Hildreth Street
- l. Council Order 14-079, Reallocating Excess Proceeds from the City's Prior General Obligation Bonds

Councilor Durgin moved, Councilor Graham seconded, so approved.

**4. Bids/Purchasing**

- a. West Market Square Improvements – Engineering – Lou Silver - \$1,267,475

Finance Director Deb Cyr stated that this project has many parts to it including sewer, sidewalks and parks in the area. We received 4 bids. The low bidder did not have the experience needed. The second low bidder required a change in scope and schedule that was not acceptable. Staff recommendation is to award the contract to the third low bidder, Lou Silver, in the amount of \$1,267,475. This amount does exceed the allotted funds but the Water District voted last night to approve the additional funding required.

Councilor Durgin moved, Councilor Graham seconded, so approved to recommend to full Council.

b. Request for Qualifications - Aircraft Paint Facility – Airport – Aquest Corporation

Director Cyr explained that this is part of the C & L project in collaboration with the City. We received 2 proposals and met with both firms to review their submissions. The cost came in well above the budgeted amount. The recommendation is to contract with Aquest, as they seem best able to support the Airport's needs. Therefore the selection committee recommendation is to award the contract to Aquest Corporation in the amount not to exceed \$1,000,079.

Councilor Durgin moved, Councilor Graham seconded, so approved to recommend to full Council.

c. Request to Extend AIP Engineering Services Contract – Airport – Jacobs

Director Cyr stated that any airport receiving AIP grant funds are required to go out to bid every 5 years to have an engineer to work through this process. Our 5 years will be coming up with Jacobs in the next few months. This is a request to extent the contract with Jacobs until they have completed the projects they are currently working on, and go out to bid after that.

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

d. Review of Potential Technology Improvements

Director Cyr showed a power point presentation of the new program QAlert and the new Bangor mobile app that is being created for the City of Bangor. This current technology will make it easier for residents, staff, etc. to find information, submit requests for different issues that arise in the City and the ability to track what has taken place in regards to each request.

Councilors discussed the potential but also stated that this will not replace other venues of contacting the City such as still being able to pick up the phone and speak to an actual person about their issue.

This will allow us to move from our current EGov system to the QAlert system which will make all aspects easier to track, log and complete current requests. Public Works currently logs 3,000-4,000 requests annually and these are logged and tracked manually which is time consuming. Total cost for the initial set up would be \$22,480. There would be an annual ongoing maintenance fee that would be \$11,460 a year. We are currently paying now almost \$4,400 a year.

Councilor Durgin moved, Councilor Graham seconded, so approved.

**5. Resolve – Appropriating City SCADSG match**

Director Cyr stated that this is a Resolve to Appropriate \$50,000 for the SCADSG match. United Airlines has agreed to come back to Bangor. When the City received the grant, Bangor's match

was \$50,000 which had to come out of a non-airport account. The request is to approve an appropriation of \$50,000 from the general fund unassigned fund balances. If not spent, these monies will be returned to the general fund.

Councilor Durgin moved, Councilor Graham seconded, so approved to recommend to full Council.

#### **6. Request to Take Possession of 91 Larkin Street**

Director Cyr asked the committee if they would like to go along with staff recommendation and take possession of 91 Larkin Street and if approved, what should be done with the lot. Give the abutters a chance at purchasing it, or selling as a buildable lot?

Councilor Blanchette felt we should offer it to abutters first, Councilor Durgin seconded, so approved.

#### **7. Request to Take Possession of 147 Court Street**

Director Cyr explained that 147 Court Street does have a structure on it but staff recommendation is to take possession, demolish the structure and sell as a vacant buildable lot.

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

#### **8. Overview of Property Tax and Collection Process**

Director Cyr explained the different processes that the City goes through to collect taxes that are owed. This information can be found on our website. The City currently has a high collection rate and feels our methods are working well even though the monetary value is a high number.

Councilor Sprague feels that this is a subject that deserves some time to discuss and should be put on a pre-council workshop item in the near future.

#### **9. Update on Matured Tax Liens**

Director Cyr reminded the committee that they had asked for information of the number of accounts that have matured tax liens 5 years or older. There are 47 accounts that fall in this category and Cyr explained what is happening with those accounts. More information can be found on our website.

**Adjourned at 7:15pm.**