

**SPECIAL FINANCE COMMITTEE**  
**October 15, 2013 @ 5:18 pm**

**MINUTES**

**Council Members:** Civiello, Blanchette, Sprague, Durgin, Nealley, Longo, Baldacci  
**Staff:** Conlow, Cyr

**1. Bids/Purchasing**

- a. City Hall Roof – Bids open on October 11, 2013. Bid results and recommendation was distributed at meeting.

Finance Director Cyr explained the problems we've been having with the City Hall roof. It was put out to bid and staff recommendation is to award the contract to Roof Systems of Maine, low bidder, in the amount of \$157,680.

Councilor Durgin moved staff recommendation, Councilor Baldacci seconded, recommended to City Council.

Councilor Sprague asked how long the roof is expected to last. Cyr stated it is a 30 year roof.

- b. Allowing Quotes for Specific CDBG Projects

Finance Director Cyr reviewed the work being done on the neighborhood revitalization strategies. By March 31<sup>st</sup>, Community Development will make a determination of the amount of funding the City has drawn down for projects, as part of the determination of the upcoming year allocation. The City held off on a number of projects so we can devote more funding to the neighborhood revitalization project. Because of the time needed to pull bids together, we are afraid when March hits, we'll look like we have excess funds. We would like to be able to go out to bidders to get written/verbal quotes on certain projects to cut down on the time needed to get a project completed ahead of March. These projects being things like demolition and sidewalk work. Basically we are trying to take out a little formality from CDBG Projects to use some of that excess money before March.

Councilor Blanchette asked that the committee get a list of what these projects are so if they get asked by citizens, they know what project they are speaking of.

Councilor Baldacci moved, Councilor Nealley seconded, approved.

**Adjourned at 5:29pm.**