

FINANCE COMMITTEE

LEWISTON, MAINE

Minutes of September 24, 2007

PRESENT: Chairman Roger Provencher, Councilor Mark Paradis, Councilor Lillian LaFontaine O'Brien and Ronald Paradis.

Meeting was called to order at 5:17 p.m. by the Chairman Roger Provencher.

On motion of Ms. O'Brien , seconded by Mr. Mark Paradis it was

VOTED:

(85-2007) To dispense with reading of the minutes of the previous meeting dated September 10, 2007 and to accept and place them on file.

VOTE: 4-0

The Committee considered a request for a Waiver of Competition in order to enable the City to contract directly with RTD Enterprise of Madison, Maine, as a sole source vendor. The Committee had rejected an earlier bid proposal 2007-041 that would have included the furnishing and installing of a geomembrane cover for the Landfill as well as site preparation and leachate system maintenance. This bid was rejected as only one company responded to the proposal which exceeded the budgeted funds available. It was requested that the award to be included in the original bid proposal be separated into three (3) pieces with furnishing and installing the membrane being one component and site preparation and Leachate System Maintenance being two other separate components.

In previous request for proposals, RTD Enterprises was the only company that submitted proposals for the Landfill Cover and it was recommended that the Waiver of Competition be allowed in order to proceed with ordering of the cover for it to be available for installation this fall.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis, seconded by Ms. O'Brien it was

VOTED:

(86-2007) To authorize a Waiver of Competition pursuant to Section 3.3.1 of the Purchasing Policy in order to furnish and install a geomembrane Landfill cover with RTD Enterprises, Madison, Maine, at a fee not to exceed \$46,000.

VOTE: 4-0

FINANCE COMMITTEE MINUTES

September 24, 2007

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Ms. O'Brien it was

VOTED:

(87-2007) To authorize Change Order #1 to the contract with Pratt & Sons Inc. for the Lisbon Street Water Main Project for a number of field condition changes resulting in a total additional cost of \$12,888.56.

VOTE: 4-0

The Committee reviewed proposals received for LA 2007-003 on Police Cruisers. A total of five (5) agencies were involved with the bid and a total of twelve (12) cruisers were going to be purchased. The recommendation was to award the bid to the low bidder on the cruisers to Quirk Ford of Augusta, Maine, and to award the trade-in units separately to Grace Quality of Morrisville, PA.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Mr. Provencher it was

VOTED:

(88-2007) To award Bid LA 2007-003 on Police Cruisers as follows:

5 - Police Cruisers to Quirk Ford, Augusta, Maine.	Total Bid: \$108,340
5 - Trade-in units sold to Grace Quality, Morrisville, PA.	Pay Lewiston: <u>(27,450)</u>
Total Net Award (new & trade).	\$80,890

VOTE: 4-0

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Ms. O'Brien it was

VOTED:

(89-2007) To award Bid 2007-043 on Police Uniforms to Ben's Uniforms Inc., Amesbury, MA, only bidder at a total estimated bid price of \$27,515.

VOTE: 4-0

On recommendation of the Purchasing Agent and on motion of Ms. O'Brien , seconded by Mr. Mark Paradis it was

VOTED:

(90-2007) To award Bid LA 2007-004 on the season's requirement of Rock Salt to Morton Salt, out of South Portland, Maine, low bidder at a net bid price of \$54.55 per ton with a total estimated value of \$381,850.

VOTE: 4-0

FINANCE COMMITTEE MINUTES

September 24, 2007

The Committee reviewed the proposals received on the Demolition of structures at 15 Lincoln Street. The best proposal was submitted by Chabot's Construction of Greene, Maine, who would pay the City \$1,100 for the rights to demolish the building. It was indicated to the Committee that a bid bond would be obtained from the company to secure the work to be done, along with the necessary insurance certificate.

On recommendation of the Purchasing Agent and on motion of Mr. Mark Paradis , seconded by Ms. O'Brien it was

VOTED:

(91-2007) To award Bid 2007-034 on the Demolition of Structures at 15 Lincoln Street to Chabot's Construction, Greene, Maine, best proposal with a payment to the City of \$1,100.

VOTE: 4-0

The Finance Director reviewed with the Committee the results of the Workers' Compensation Actuarial Valuation performed by Liscord Ward & Roy as of June 30, 2007. The Valuation indicates that the total amount of reserves including a safety margin equal to 75% confidence level amounts to \$2,563,597. This is a reduction of \$644,855 from the \$3,208,452 of last year. As of June 30th, the City had \$2,202,487 available for claims leaving an unfunded liability of \$361,110 to fully fund all claims.

On motion of Mr. Mark Paradis , seconded by Mr. Provencher it was

VOTED:

(92-2007) To accept and place on file the Actuarial Valuation Report on the City's Self-Insured Workers' Compensation Program as prepared by Liscord Ward & Roy dated June 30, 2007.

VOTE: 4-0

The Finance Director reviewed the results of the Actuarial Valuation Report on the City's Pension Plan as of July 1, 2007. Northeast Retirement Services, who performed the valuation, indicated that the present actuarial value of benefits is \$1,868,857. That is a decrease of \$39,655 from last year's valuation. The number of retirees or beneficiaries has remained the same at 14.

On motion of Mr. Mark Paradis , seconded by Mr. Provencher it was

VOTED:

(93-2007) To accept and place on file the Actuarial Valuation Report of the City's Pension Plan as of July 1, 2007 as prepared by Northeast Retirement Services.

VOTE: 4-0

FINANCE COMMITTEE MINUTES

September 24, 2007

VOTED:

To adjourn at 5:44 p.m.

Richard T. Metivier
Clerk
Finance Committee