

# **FINANCE COMMITTEE LEWISTON, MAINE**

## **Minutes of April 27, 2015**

**PRESENT:** Robert Reed, Nelson Peters, Councilor Michael Lachance and Councilor Leslie Dubois.

**ABSENT:** Paul Robinson (with notification)

**OTHERS PRESENT:** Fire Chief Paul LeClair, Director of Budget/ Purchasing Norman Beauparlant and Public Works Director David Jones.

Meeting was called to order at 5:15 p.m. by Chairman Reed.

At this time, the Committee reviewed the minutes of the previous meeting dated April 13, 2015. Councilor Dubois indicated that she would like to see some language added to reflect the L/A Railroad ownership of 9 Lincoln Drive and their willingness to reimburse the City for all expenses involved in demolition of 9 Lincoln Drive.

On motion of Councilor Lachance, seconded by Councilor Dubois it was

**VOTED:**

**(033-2015)** To approve the minutes of the previous meeting dated April 13, 2015 as amended and to accept and place them on file as presented by the Clerk.

**VOTE: 4-0**

On recommendation of the Purchasing Director and on motion of Mr. Peters, seconded by Councilor Lachance it was

**VOTED:**

**(034-2015)** To award Bid 2015-020 Portable Gas Detectors to Northeast Emergency Apparatus, Auburn, Maine, low bidder meeting specifications at their bid price of \$17,908.

**VOTE: 4-0**

On recommendation of the Purchasing Director and on motion of Councilor Lachance, seconded by Mr. Peters it was

**VOTED:**

**(035-2015)** To award Bid LA 2015-001 Utility Trench Restoration to Spencer Group, Turner, Maine, at their unit price bid of \$27.50/sq. yd. for Method A and \$31.50/sq. yd. for Method B.

**VOTE: 4-0**

**FINANCE COMMITTEE MINUTES****April 27, 2015**

On recommendation of the Purchasing Director and on motion of Mr. Reed, seconded by Mr. Peters it was

**VOTED:**

**(036-2015)** To award the contract for Pavement Management Consulting Services (2015-006) to Gorrill-Palmer, Gray, Maine, and to authorize the Public Works Director and Purchasing Director to negotiate the contract in an amount not to exceed \$40,000.

**VOTE: 4-0**

At this time, the Purchasing Director presented the recommendation from the Selection Review Committee (SRC) regarding its selection process for General Consulting Services. The Purchasing Director explained that the SRC was made up of five (5) members (1 F/C member, 2 Project Engineers, City Engineer and Purchasing Director) and each member reviewed each of the twenty-five (25) proposals independently, rated the firms and then met as a group to develop the recommendation as follows:

To award a three (3) year Master Service contract for consultant services for a number of disciplines as follows:

<b>Discipline</b>	<b>Firm</b>
Civil Site & Survey & CADD	Gorrill-Palmer w/Titcomb Associates
Construction Management	T-Y-LIN International, Falmouth, ME
Structural & Transportation	HNTB, Westbrook, ME
Alt. Site Eval. & Permit and Env. Site Assessment	CES, Inc. in partnership w/Jones Assoc. & Stoneybrook
Landscape Architect	Terrence J. DeWan & Assoc., Yarmouth, ME
Materials Testing & Cert. and HMA Q/A and Geotech.	Terracon Consultants Inc., Westbrook, ME

On recommendation of the Purchasing Director and on motion of Councilor Dubois, seconded by Councilor Lachance it was

**VOTED:**

**(037-2015)** To award three (3) year Master Services contracts for consultant services by discipline as follows:

<b>Discipline</b>	<b>Firm</b>
Civil Site & Survey & CADD	Gorrill-Palmer w/Titcomb Associates
Construction Management	T-Y-LIN International, Falmouth, ME
Structural & Transportation	HNTB, Westbrook, ME
Alt. Site Eval. & Permit and Env. Site Assessment	CES, Inc. in partnership w/Jones Assoc. & Stoneybrook
Landscape Architect	Terrence J. DeWan & Assoc., Yarmouth, ME
Materials Testing & Cert. and HMA Q/A and Geotech.	Terracon Consultants Inc., Westbrook, ME

**VOTE: 4-0**

## FINANCE COMMITTEE MINUTES

April 27, 2015

On recommendation of the Purchasing Director and on motion of Mr. Reed, seconded by Councilor Dubois it was

**VOTED:**

**(038-2015)** To award Bid 2015-016 for two (2) Wet Well Mounted Sewer Pump Stations to USEMCO, Tomah, WI, low bidder meeting specifications at their bid price of \$141,496.

**VOTE: 4-0**

On recommendation of the Purchasing Director and on motion of Mr. Peters, seconded by Councilor Lachance it was

**VOTED:**

**(039-2015)** To award Bid 2015-017 for one (1) Back Up Electric Generating System to Cummins Northeast, Scarborough, Maine, low bidder meeting specifications at their bid price of \$32,580.

**VOTE: 4-0**

On recommendation of the Purchasing Director and on motion of Councilor Dubois, seconded by Mr. Peters it was

**VOTED:**

**(040-2015)** To award Bid 2015-013 Larrabee Road Rehabilitation to Longchamps & Sons, Lisbon, Maine, low bidder at their bid price of \$153,333.

**VOTE: 4-0**

At this time, on motion of Councilor Lachance, seconded by Councilor Dubois, it was

**VOTED:**

**(041-2015)** To ratify the recommendation developed at its meeting of April 13, 2015 and submitted to the City Council at its meeting of April 21, 2015 as follows:

After thoughtful review of the FY2016 City Administrator proposed Budget the Finance Committee would like to offer the following comments to the City Council as they finalize the Budget document.

As in past years, the Finance Committee provides warning to the Mayor and Council those ever increasing levels of taxation when citizens are on fixed or limited income is putting additional stress on them. The number of properties where the tax has not been collected and the ever increasing number of citizens voluntarily giving up their homes due to debt should not be dismissed lightly.

As with any budget proposal, the emphasis is often on “Want” vs “NEED”. While efforts are then taken to reduce these during the process, we recommend the time spent on this discussion be even greater and each item be reviewed for want versus need. As with the recommendations we previously made in the Capital Improvement Budget we ask that more emphasis being placed on how to purchase or rent, contract vs staff any item which is included.

We also understand the City Administration is currently in negotiations with several unions and ask that we discontinue the concept of allowing items or wants based on “past practices” and instead look to what the needs of the departments truly are. This could include the ability to take vehicles home each night, the ability to use city equipment on personal time (real or perceived) or other issues. Wages increases, whether annual COLA’s or steps must be reviewed to match what people in the private sector are currently receiving. We also recommend the City Council consider residency rules for employment similar to what other cities are now expecting. Current employees would be exempt until they move to a new position, but new hires that are not considered essential staff should live within our city limits.

It is no longer “good enough” to keep the tax increase at zero, when the city continues to borrow not only for projects and equipment but to pay current city staff. That practice should be frowned upon and staffing should only be part of the normal budget for each department. It makes no sense to bond wages over 10-12 years. Making that change will also allow us to better manage the debt moving forward.

**VOTE: 4-0**

At this time, the Purchasing Director briefed the Committee on his efforts to work with the City of Auburn with regard to securing fixed pricing for gasoline and diesel fuels for the twelve (12) month period beginning November 1, 2015 through October 31, 2016.

The Purchasing Director proposed extending the contracts with one or both of the current vendors depending on fixed pricing offered and to bring action taken back to the Committee for ratification.

By consensus, the Committee supported the proposed plan.

**VOTED:**

To adjourn at 6:15 p.m.

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Norman Beauparlant  
Clerk  
Finance Committee