

**FINANCE COMMITTEE**  
**Lewiston, ME**

**Minutes of**  
**December 9, 2019**

**PRESENT:** Councilor Michael Marcotte, Denis Theriault, Melissa Simones Landry, and Councilor James Lysen.

**ABSENT:** Matthew Shaw

**OTHERS PRESENT:** Finance Director, Heather Hunter, Assistant Finance Director, Ralph Lenfestey, Purchasing Agent, Allen Ward, Public Works Director, Dale Doughty and Sarah Chan, Bates College

Meeting was called to order at 5:35 p.m. by the Chairman.

On motion of Ms. Landry, seconded by Councilor Lysen it was

**VOTED:**

**(166-2019)** To approve the minutes of the previous meeting dated November 18, 2019 as amended and to accept and place them on file as presented by the Clerk.

**VOTE: 4-0**

On recommendation of the Asst. Finance Director and on motion of Councilor Lysen, seconded by Ms. Landry it was

**VOTED:**

**(167-2019)** To award Bid 2019-072 for seventy-four (74) sections of mobile construction site fencing to C.A. Newcomb and Sons, Carmel, ME for a total bid price of \$10,730.

**VOTE: 4-0**

On recommendation of the Asst. Finance Director and on motion of Ms. Landry, seconded by Councilor Lysen it was

**VOTED:**

**(168-2019)** To award Bid 2019-070 for Canal Cleanup and Maintenance to Webster Tree Services, Auburn, ME at their bid price of \$22,000.

**VOTE: 4-0**

## FINANCE COMMITTEE MINUTES

December 9, 2019

On motion of Mr. Theriault, seconded by Councilor Lysen it was

### **VOTED:**

**(169-2019)** To add the following to the rules and procedures of the Finance Committee;

-The City Attorney shall be the legal advisor of the Lewiston Finance Committee. The Committee may call upon the City Attorney at its discretion for clarification on any issue under the Committees purview.

-The Minutes of the Lewiston Finance Committee shall include and reflect greater detail in how it formed its decision. At the discretion of the Finance Committee, any member of the Finance Committee shall have the right to include comments, justification, or further detail on any agenda item in the Finance Committee Minutes for the permanent record.

**VOTE: 4-0**

### **In Other Business:**

A discussion on Brownfields Consultant RFP and Selection Review Committee resulted in a request for a summary of the grant details, requirement dates, total project budget and list of funding sources. The summary should also include how the Brownfield clean-up would deviate if Mill 5 was developed versus being torn down.

Approved 2020 Committee Meeting Schedule and requested that it include deadline requirements for specific budget and LCIP deadlines.

Accepted Melissa Simones Landry's resignation effective December 26, 2019. She brought forward concerns regarding Public Works and Recreation Depts. equipment with minimal usage and if purchasing was the best use of City funds. This lent credence to reviewing the City's equipment inventory annually.

### **VOTE:**

To adjourn at 6:35 p.m.

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Allen Ward  
Clerk  
Finance Committee