

BOARD OF FINANCE
MONDAY, DECEMBER 12, 2011

Present: *Mayor Louras, Dave Allaire, Scott Tucker, James Manning, Alan Shelvey, Evan Pilachowski, Dave Schneider, Sara Magro.

The President Allaire called the meeting to order at 3:05 pm.

Timber Sale

Six bids were received and opened. Mayor made the motion to refer to the City Forester, Dave Schneider. Motion was seconded and passed.

Police Vehicles

Four bids were received and opened. Mayor made the motion to refer the bids to the Captain Tucker. Motion was seconded and passed.

Timber Sale

Forester Schneider made the recommendation to award the timber sale contract to Tim Poczobut in the amount of \$33,105.60. This was the highest bid. Mayor made the motion to approve the recommendation. Motion was seconded and passed.

Purchasing Agent Magro presented the Board with a spreadsheet outlining the copiers that are coming off lease in June 2012. Sara Magro explained that for the last year she has been working with our current vendor to eliminate a lot of the printers and fax machines throughout city hall when the new copiers are delivered. They will all be network capable and able to fax and scan. She asked the Board how they would like to proceed with obtaining new copiers. Board President Allaire preferred that the copiers be put out to bid and the bids returned to the Board of Finance. The Mayor was in agreement. Purchasing Agent Magro said she would put together bid documents with the help of the Mayor and they would go out sometime in early January.

Meeting adjourned at 3:35 pm.

Respectively submitted,
Sara Magro