

These are "Action Only" minutes. Video of comments may be found on recorded discs at City Hall or at www.cityofbelfast.org.

**City of Belfast
Council Chambers-Belfast City Hall
Tuesday, February 18, 2014
6:00 p.m.**

The meeting will start at 6:00pm for an executive session and will come back into a public session at 7:00 pm

Request from the City Manager to go into executive session to discuss a legal matter pursuant to 1MRSA 405 (6) E and an economic development matter pursuant to 1MRSA 405 (6) C.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to go into Executive Session to discuss a legal matter pursuant to 1 MRSA 405 (6) E at 6:00 p.m. The motion passed, 5-0.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to adjourn Executive Session to discuss a legal matter pursuant to 1 MRSA 405 (6) E at 6:20 p.m. The motion passed, 5-0.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to go into Executive Session to discuss a legal matter pursuant to 1 MRSA 405 (6) E at 6:21 p.m. The motion passed, 5-0.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to adjourn Executive Session to discuss a legal matter pursuant to 1 MRSA 405 (6) E at 6:40 p.m. The motion passed,5-0

Councilor Hamilton, seconded by Councilor Sanders, made a motion to go into Executive Session to discuss a economic development matter pursuant to 1 MRSA 405 (6) C at 6:40 p.m. The motion passed, 5-0.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to adjourn Executive Session to discuss a economic development matter pursuant to 1 MRSA 405 (6) C at 6:53 p.m. The motion passed, 5-0.

**Public Hearing #1
7:00 p.m.**

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on February 18, 2014 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers, Belfast City Hall to hear an application by Capital Pizza Huts, Inc. d/b/a Pizza Hut located at 15 Belmont Avenue, Belfast, Maine for a renewal Malt and Vinous Restaurant liquor license, interior only.

Mayor Ash asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #2

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on February 18, 2014 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers, Belfast City Hall to hear an application by Michael Casby d/b/a Trillium Events, Inc. located at 31 Pendleton Street, Belfast, Maine for a new Malt, Spirituous and Vinous qualified liquor license.

Mayor Ash asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #3

Pursuant to Belfast Victualer’s License Ordinance a public hearing will be held on Tuesday, February 18, 2014 at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Belfast City Hall on an application for a new Victualer license for Courtney Sanders d/b/a Daily Soup LLC located at 118 High Street, Belfast, Maine license to expire May 31, 2015.

Mayor Ash asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #4

The City of Belfast will hold a public hearing on Tuesday, February 18th, 2014, at 7:00 PM, immediately prior to its regularly-scheduled City Council meeting, at Belfast City Hall Council Chambers, 131 Church Street, Belfast, for the purpose of receiving public comments on a proposed amendment to the previously-established Northport Avenue Municipal Development District and Tax Increment Financing District and Development Program for the district. The District consists of property located along Northport Avenue, Perkins Road, and Woodrow Lane in the City of Belfast.

The proposed amendment reflects changes in economic development priorities and opportunities. A copy of the proposed amendment to the Development Program will be on file at the office of the Economic Development Director, top floor, Belfast City Hall, 131 Church Street, Belfast, Maine, and may be reviewed there during normal business hours. All interested persons are invited to attend this public hearing and will be given opportunity to be heard at that time.

1. Laurie Allen, Belfast. Spoke about her concerns with the Northport TIF in which she requested Seaview Terrace be included so that infrastructure improvements could occur immediately.

Mayor Ash asked for proponents and opponents and hearing none declared that additional time will be permitted for public comment during agenda item E) 1. Public Hearing on proposed amendments to the previously established Northport Ave Municipal Development District and Tax Increment Financing District and Development Program for the district.

Regular Council Meeting No. 16

1) Call to order

2) Present: Mayor Walter Ash, Jr.; Councilors Mary Mortier, Roger Lee, Eric Sanders, Michael Hurley and Nancy Hamilton, and City Manager Joseph Slocum, and Admin. Assistant Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager Joseph Slocum requested to amend the agenda as follows:

1. Add item **9) E.** Request by Fire Chief Jim Richards for the confirmation of Benjamin Pratt to be a Paramedic Per Diem for the Belfast Ambulance Service.
2. Remove item **10) A.** Request from local environmental activist to support a resolution calling for divestment from companies identified with excessive hydrocarbon generation. Readdress this item at the March 4, 2014 Council Meeting.
3. Asked for direction about amending the minutes from September 17, 2013 per the request of Tom Pendleton of Goose River Apartments to reflect an approval vote of 5-0 rather than 4-0 for the acceptance of “Alberta Way” as a City Street.

Councilors briefly discussed and decided not to add number three to the agenda, requesting that the City Manager’s office review video from that meeting to determine what the vote was.

Councilor Hurley, seconded by Councilor Hamilton, made a motion to adopt the agenda as amended. This motion was approved, 5-0.

5) Acceptance of the minutes

Regular Council Meeting of February 4, 2014.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the minutes from Regular Council Meeting of February 4, 2014. This was approved, 5-0.

6) Open to the public

Please state your name and town you are from when addressing the City Council.

1. Christopher Hyk, Belfast. Wanted to inform the Council and public of two upcoming events; February 24th the Army Corps of Engineers will be having a Public Meeting in regards to the Searsport dredging project starting at 5:30 pm at the Cross Insurance Center in Bangor. And on March 24th MSMA will be holding a Day at the State House, if anyone would like to attend call 622-3473.
2. Jesse Witherell and Joanne Parent, spoke on behalf of the Skateboard Park and their efforts to raise money and donate a personal ramp.

7) Communications

Councilor Hamilton informed the public about the Tarratine Club will be celebrating their 125th Birthday, Friday, February 21 at 6:00 pm at their location in Belfast and the public is invited.

Councilor Sanders gave an update on youth basketball, noting the achievements of Searsport's Girls Team and Belfast Troy Howard Middle School.

City Manager Joseph Slocum thanked Public Works crew for all their hard work this winter. He also reminded Council and local business owners that the Belfast Chamber would be holding their Business Breakfast at Athena Health on Thursday, February 20th from 7:30 – 9:00 am.

Mayor Ash acknowledged the passing of Mr. and Mrs. Hawthorn and informed the public that there will be services held on Thursday, February 20th at 5:00 pm at 18 Spring St. and on Friday, February 21st at 2:30 pm.

City Manager noted to the public that due to the services for Mr. and Mrs. Hawthorn on these days residents may see an influx of traffic.

8) Old Business and Council Committee Reports

Councilor Sanders reminded the public that Thursday, February 20, 2014 is the next Withdrawal Committee Meeting in the Council Chambers at City Hall.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve application by Capital Pizza Huts, Inc. d/b/a Pizza Hut located at 15 Belmont Avenue, Belfast, Maine for renewal Malt and Vinous Restaurant liquor license, interior only.
- B. Request to approve application by Michael Casby d/b/a Trillium Events, Inc. located at 31 Pendleton Street, Belfast, Maine for a new Malt, Spirituous and Vinous qualified caterer liquor license.
- C. Request to approve application by Courtney Sanders d/b/a Daily Soup LLC located at 118 High Street, Belfast, Maine for a new Victualer license to expire May 31, 2015.
- D. Request to approve application by Maine Farmland Trust to use Steamboat Landing for the June 20-21, 2014 “MaineFare” event.
- E. Request by Fire Chief Jim Richards for the confirmation of Benjamin Pratt to be a Paramedic Per Diem for the Belfast Ambulance Service.

Councilor Hamilton, seconded by Councilor Hurley, made a motion to accept the Consent Agenda. This motion was approved, 5-0.

10) Business

A) Request from local environmental activist to support a resolution calling for divestment front companies identified with excessive hydrocarbon generation.

*Removed from agenda until March 4, 2014 Council Meeting.

B) Update on RSU#20

City Manager Joseph Slocum gave an update on the Cities decision to hire financial consultant Charles Lawton of Planning Decisions, Inc. and made the distinction of who has hired this consultant and why.

Councilor Sanders discussed interest from other towns Withdrawal Committees to contribute finances toward this audit.

Tony Sewbilus, Morrill. Spoke on behalf of Morrill’s Withdrawal Committee and their interest in being part of this audit in which they have allocated \$5,000 to contribute.

Councilor Sanders read an email he received from Carol Robbins of Searsmont, which discussed Searsmont's interest in being part of this audit in which their Withdrawal Committee have also allocated \$5,000 to contribute.

There was discussion between Councilors and the City Manager about what the scope of work entails and if it correlates with what other towns are hoping to achieve through this audit.

Councilors discussed the financial review meeting on Friday, February 21, 2014, ultimately deciding to make it a Special City Council Meeting/Work Session that will be open to the public.

C) Request from the Economic Development Director for authorization to send a letter of intent to apply for a Community Development Block Grant Housing Assistance Grant.

Economic Development Director Thomas Kittredge gave an update and history of the Housing Grant within Belfast and informed the Council that the City is able to apply for another grant this year. He outlined the three things he is requesting from the Council at this time:

1. Authorization to send a letter of intent by March 14, 2014.
2. Documenting the need through survey of current tenants.
3. Begin process of identifying an administrator and rehab technician.

Councilors discussed the need for this Grant in Belfast, what the funds could be used for and where funds would come from within the budget to hire an outside administrator to do surveys of current tenants (it was determined that these funds could potentially come from the Economic Development's Miscellaneous account).

Economic Development Director will report back at the March 4, 2014 Council Meeting with more details and specifics relating to the application process.

Councilor Hamilton, seconded by Councilor Sanders, made a motion to accept the request from the Economic Development Director for authorization to send a letter of intent to apply for a Community Development Block Grant/Housing Assistance Grant by March 14, 2014, to commence looking for an administrator and to hire a consultant to do field survey work as part of the Grant application for the approximate amount of \$300 which will come from the Economic Development's Miscellaneous account. This motion was approved, 5-0.

D) Request from the Economic Development Director to spend \$5,000 to participate in a project that will expand the ability of Belfast Businesses to secure the benefits associated with being in a Foreign Trade Zone.

Economic Development Director Thomas Kittredge reviewed his discussions with Central Maine Growth Council about this project and a brief history of Foreign Trade Zones within Maine.

Councilors discussed physical range and what types of business this would benefit and how this could be a positive attribute to the Cities economic growth.

Councilor Hamilton, seconded by Councilor Hurley, made a motion to accept the request from the Economic Development Director to spend \$5,000 to participate in a project that will expand the ability of Belfast Businesses to secure the benefits associated with being in a Foreign Trade Zone. This motion was approved, 5-0.

E) Consideration of a request to amend the Northport Ave Tax Increment Financing District and its Developmental Program.

Economic Development Director Thomas Kittredge reviewed the history of the Northport Ave Tax Increment Financing District and outlined what changes the City is proposing which are listed as follows:

1. Additionally capturing 100% of incremental personal property of the District.
2. Providing the City Council with the ability or discretion in the future to enter into individual credit enhancement agreements with developers, if they so choose.
3. Allowing for the ‘portage’ of revenues from this TIF District to the City’s Downtown-Waterfront Municipal Development and Tax Increment Financing District.

Councilor Hamilton asked for clarification of map boundaries of the TIF District.

Councilors and City Manager clarified where the proceeds of the Northport Ave TIF could be used within the future as well as the length of the TIF District.

E) 1. Public Hearing on proposed amendments to the previously established Northport Ave Municipal Development District and Tax Increment Financing District and Development Program for the district.

The City of Belfast will hold a public hearing on Tuesday, February 18th, 2014, at 7:00 PM, immediately prior to its regularly-scheduled City Council meeting, at Belfast City Hall Council Chambers, 131 Church Street, Belfast, for the purpose of receiving public comments on a proposed amendment to the previously-established Northport Avenue Municipal Development District and Tax Increment Financing District and Development Program for the district. The District consists of property located along Northport Avenue, Perkins Road, and Woodrow Lane in the City of Belfast.

The proposed amendment reflects changes in economic development priorities and opportunities. A copy of the proposed amendment to the Development Program will be on file at the office of the Economic Development Director, top floor, Belfast City Hall, 131 Church Street, Belfast, Maine, and may be reviewed there during normal business hours. All interested persons are invited to attend this public hearing and will be given opportunity to be heard at that time.

1. Laurie Allen, Belfast. Spoke about concerns with increased taxes and lack of City improvements, sewage and drainage.

Mayor Ash asked declared the hearing closed.

E) 2. Consideration of a vote to amend the Northport Ave Tax Increment Financing District and its Development Program.

Economic Development Director Thomas Kittredge asked for any further questions or comments.

Councilors made a motion with clarifying language from the Economic Development Director.

Councilor Hurley, seconded by Councilor Hamilton, made a motion to accept the request from the Economic Development Director to amend the Northport Ave Tax Increment Financing District and its Development Program which include these changes: 1) additionally capturing 100% of incremental personal property, 2) discretion to enter into credit enhancement agreements with developers, and 3) allowing for the ‘portage’ of revenues from this TIF District to the City’s Downtown-Waterfront

Municipal Development and Tax Increment Financing District, and to approve the City Council Resolution related there to. This motion was approved, 5-0.

F) Discussion on possibilities for recently announced Next Gen Large Grant opportunities.

Economic Development Director Thomas Kittredge wanted to bring this Grant opportunity to the Council's attention.

Council discussed the importance of getting this information out and hopefully someone within our community has a project or sponsor that is eligible and willing to apply.

G) Request by the Economic Development Director to transfer \$3,000 from Airport Runway Capital Reserves for survey and appraisal work associated with a possible land swap.

Economic Development Director Thomas Kittredge reviewed map of Airport and corresponding property owners and how this potential land swap would provide the ideal runway configuration.

Councilors discussed who owns what parcel and how the potential land swaps would alter the existing property lines of the Belfast Airport.

Councilor Hurley, seconded by Councilor Hamilton, made a motion to accept the request from the Economic Development Director to transfer \$3,000 from Airport Runway Capital Reserves for survey and appraisal work associated with a possible land swap. This motion was approved, 5-0.

H) Update on lighting on Front Street.

City Manager Joseph Slocum discussed the ongoing predicament with getting all of the Harbor Walk lights fixed so that Councilors could view all working lights and then determine how they would like to proceed in remedying them.

Councilor Hurley questioned when these lights be turned over to the Highway Department for maintenance.

City Manager Joseph Slocum replied that once everything is finalized with the project would it become a Highway Department's responsibility to maintain.

I) Request from the City Manager to go into Executive Session to discuss a real estate and economic development matter pursuant to 1 M RSA 406 (6) C.

Councilor Lee, seconded by Councilor Sanders, made a motion to go into Executive Session to discuss a real estate and economic development matter pursuant to 1 MRSA 406 (6) C at 8:46 p.m. The motion passed, 5-0.

Councilor Lee, seconded by Councilor Hamilton, made a motion to adjourn Executive Session to discuss a real estate and economic development matter pursuant to 1 MRSA 406 (6) C at 9:00 p.m. The motion passed, 5-0.

J) Signing of Council Orders and housekeeping items.

Council Order # 44 Signed by Councilor Hamilton, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$14,296.15 to purchase a new Stryker battery-powered hydraulic stretcher. Funds are to come from the Ambulance Capital Reserve. (Approved February 4, 2014)

Council Order #45 Signed by Councilor Sanders, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$25,000 for the services of Charles Lawton of Planning Decisions, Inc. for financial review of RSU 20. Funds are to come from the Undesignated Fund Balance. (Approved February 4, 2014)

Council Order #46 Signed by Councilor Hamilton, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$5,000 to participate in a project by the Waterville-based Central Maine Growth Council (CMGC) that will expand the ability of Belfast Businesses to secure the benefits associated with being a Foreign Trade Zone. Funds are to come from account 1-2004-00. (Approved on February 18, 2014)

Council Order #47 Signed by Councilor Hurley, Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$3,000 from account Airport Runway Capital Reserve (640-595) into a new capital account to be used to appraise and survey land at the Belfast Municipal Airport for a potential swap for land. Funds for the appraisal and survey will come from this new capital account. (Approved on February 18, 2014)

11) Open to the Public

Please state your name and town you are from when addressing the City Council.

None.

12) Communications

Councilor Hurley thanked the individuals involved in the community effort to improve the Belfast Skate Park.

13) Adjourn

Councilor Hamilton, seconded by Councilor Sanders, made a motion to adjourn at 9:00 p.m. The motion passed, 5-0.

HEREBY CERTIFY THAT THE ABOVE
IS A TRUE COPY OF THE INFORMATION
ON THE RECORDS KEPT IN MY
OFFICIAL CUSTODY

ATTEST



AMANDA CUSHMAN, BELFAST MAINE