



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Joseph J. Slocum
City Manager

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MANAGER'S REPORT

Belfast City Council Meeting
Tuesday, November 17, 2015
7:00 p.m.

TO: Mayor Walter Ash Jr. and Honorable Members of Belfast City Council

FROM: Joseph J. Slocum, City Manager

DATE: Friday, November 13, 2015

Introduction:

We have purposely designed this meeting to have a limited agenda in order to dedicate a substantial amount of time discussing and explaining the proposed new Front Street Reconstruction Project.

The community may remember that the City was successful in securing a \$1.6 million grant from the Federal government to help completely rebuild the street. This project has been on a fast track for months. We would like to get a final decision from the Council in early December so that we can put the work out to bid in early January. The entire project will cost in excess of \$3,000,000 and we have partnered with the Water District who will be funding the rebuilding of water lines. This is a big, comprehensive, expensive and important street to rebuild. Our goal at this Council meeting is to make a formal presentation to the Council and to the entire community as to how we propose to rebuild this street. We would then plan to have a public hearing on the proposed project at your December 1st meeting. We would then seek a formal vote for the proposed Project from Council at that December 1st meeting or as soon thereafter as we reasonably can.

Agenda Items:

10-A Consideration of a request from the Sierra Club for the City to send a letter to President Obama to encourage him to push hard for a strong international response to climate change.

This request is self-explanatory. The Sierra Club from Maine is gathering letters from a variety of municipalities across the state. There is a letter from the Sierra Club's executive director and a model letter to President Obama in your packet for your further consideration.

10-B Request from Waldo County General Hospital to remove a tree located on the border of the City's right-of-way and to further permit the installation of a pedestrian activated signal light on Northport Avenue.

The Hospital is planning on building a new annex on the former motel property along Northport Avenue. As part of that development they will relocate the entrance which would require the removal of an existing maple tree. They also anticipate an increase in pedestrian traffic across the Avenue and they would like to install a pedestrian activated signal light. There is a memo from Wayne Marshall, City Planner and an extensive packet of information from the Hospital's architect addressing these issues in your packet.

10-C Presentation of the recommended plan to rebuild Front Street in 2016.

This project runs from Main Street to Pierce Street. The City previously purchased the house at the intersection of Pierce Street and Front Street in order to create more parking in the area of the Armistice Bridge and the Harbor Walk and also to reposition the safety of that entire corner. This is a complete rebuild with new water lines, sewer lines, storm drains and some electrical utility relocation. The project involves some new sidewalks, some new parking and some flexible pedestrian areas that can tolerate the movement of a large load by the Front Street Shipyard or Penobscot McCrum. The road integrity will be greatly strengthened to be able to handle heavier loads in keeping with the purpose of the grant. In many ways this grant was awarded to the City to support the operations at the Fort Street Shipyard and the jobs they have brought to the region. Without the Shipyard it is quite likely that we never would've received funding for this project at all.

Mandy Olver PE from Olver Associates Inc. in Winterport has served as the City's engineering consultant on the project and will lead the Council through a thorough review of the entire project. In your packets and online there will be complete mapping of the project as we currently recommend it.

Again we will not be asking for a vote at this meeting. We will certainly accept input from the Council on the recommendations being presented. We would hold off on public comment until the projects public hearing, scheduled for December 1st.

10-D Request to apply for a Project Canopy Grant in the amount of \$8000.

These are tree grants from the state and they require a 50% match. If successful that would leave us a total of \$16,000 to purchase an implant trees inside the City. Presently we have about 20 trees that will be planted this spring with the proceeds of last year's grant award. Administrative Assistant Manda Cushman has a memo in your packet providing further explanation.

10-E Request from the Economic Development Director for the Council to approve bids submitted and to award the bid to the successful bidder to conduct soil remediation work at 45 Front Street a.k.a. Belfast Yards.

Belfast Yards is the term for the land the City owns along the Harbor Walk next to the Front Street Shipyard. The City recently tore down the old rail storage building and in the process of cleaning up found ground contamination on the site. Some of the ground contamination will be sealed over with new fill as it neither leaches nor poses any health problem unless there is direct contact with the skin. Some of the other ground has some liquid contamination which we will remove from the property and which is the subject of this bid award. This area has been roped off until this remediation can be accomplished.

In your packet there is a memo from Thomas Kittredge, the City's Economic Development Director which identifies the two bidders and their bids (\$32,575 and \$28,925). Thomas has also included a letter from our environmental Consultant, Ransom Consulting, indicating that they found the lower bidder to be qualified to do the work. It also contains a recommendation to award the bid to the lowest bidder TMC Enterprises out of South Portland. We ask that you accept both bids and award to the lowest bidder, TMC.

10-F Request from the City Treasurer to transfer monies collected for the sale of cemetery lots in fiscal year 2014 – 2015 to the Cemetery Trust Account for perpetual care.

Every year we transfer the money collected from the sale of cemetery lots from the prior year to the trust fund that is set up to maintain the cemetery for perpetual care. We need Council authorization to make this transfer.

10-F #1 Update on safety associated with use of ammonia at the Penobscot McCrum manufacturing facility and other locations.

10-G Request to go into an Executive Session to discuss a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C.

10-H Signing of Council Orders

That's about it for now it has been a very busy fall. Public works is continuing to pick up leaves. Please remember that there is NO parking overnight on City streets which started on November 1. The Waldo Avenue sidewalk has been completed.

The Cross Street Reconstruction Project is largely finished and we will be working more on the entrance to Belfast Common. There are new street light poles and LED lights and we may be removing some of the old telephone pole lights as they may no longer be needed. The whole project is a welcoming connection between the Park and Main Street and is designed to further enhance the future economic development possibilities in the area.

We will continue to take advantage of the weather get anything done before winter that we can.

An extra special thanks to our Veterans and their families that should continue beyond Veterans Day itself this year. Their service and their sacrifice to this community and this nation never seems to end. We thank them not only for the past but also for enduring all the consequences of that service as they continue to experience it in the present.

**City of Belfast
Consent Agenda
Tuesday, November 17, 2015
Meeting #10**

The following items are proposed as our Consent Agenda. As in the past the items are voted on in one blanket motion to the affirmative. One Councilor makes a motion to approve the items as stated, and then another Councilor will second that motion and the whole Council votes. If a Councilor requests an item be removed from the consent agenda, they do so during the adoption of the agenda. If a member of the public requests that an item be removed from the consent agenda, they can do so in the open to the public section. Suggested motions are listed and supporting material is enclosed.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve the application by Rosamond Peters d/b/a Nautilus Seafood & Grill, LLC located at 95 Searsport Avenue Belfast, Maine for a premise transfer of the Malt, Spirituous and Vinous Restaurant/Lounge liquor license, to Main Street, Belfast, Maine.**

Motion to approve a request of the application by Rosamond Peters d/b/a Nautilus Seafood & Grill, LLC located at 95 Searsport Avenue Belfast, Maine for a premise transfer of the Malt, Spirituous and Vinous Restaurant/Lounge liquor license, to Main Street, Belfast, Maine.

- B. Request to approve a six-month Blanket Letter of Approval for Game of Chance (Sealed Tickets) for Frank D. Hazeltine American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted for 7-days a week from January 1, 2016 through June 30, 2016.**

Motion to approve a six-month Blanket Letter of Approval for Game of Chance (Sealed Tickets) for Frank D. Hazeltine American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted for 7-days a week from January 1, 2016 through June 30, 2016.

- C. Request to approve a one-year Blanket Letter of Approval for Game of Chance (Cribbage) for the American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted from January 1, 2016 through December 31, 2016.**

Motion to approve a one-year Blanket Letter of Approval for Game of Chance (Cribbage) for the American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted from January 1, 2016 through December 31, 2016.

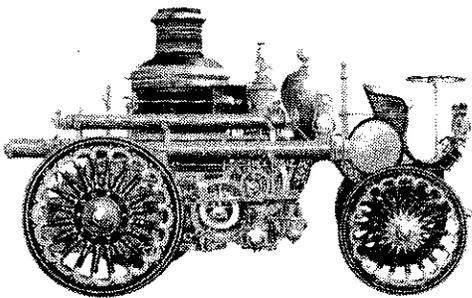
- D. Request to approve a six-month Blanket Letter of Approval for Game of Chance (Dice Game) for the American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted from January 1, 2016 through June 30, 2016.**

Motion to approve a six-month Blanket Letter of Approval for Game of Chance (Dice Game) for the American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted from January 1, 2016 through June 30, 2016.

E. Request by the Fire Chief to confirm Robert Currier as a member of the Belfast Fire Department and Ambulance Service as a call-in Firefighter and Ambulance Driver.

Motion to approve the request by the Fire Chief to confirm Robert Currier as a member of the Belfast Fire Department and Ambulance Service as a call-in Firefighter and Ambulance Driver.

9.E



Belfast Fire & Ambulance Department
131 Church Street • Belfast, Maine 04915
Phone 338-3362

Nov.10,2015

To; Joe Slocum
City Manager

From; Jim Richards, Chief
Belfast Fire & Ambulance

Reference; Firefighter & Ambulance Driver

I submit to you, for your confirmation, the name of Robert Currier to be a call Firefighter and driver for the Belfast Ambulance Service.

Robert resides on the Back Belmont Road in Belmont, approximately five miles from the Fire Station, and has completed the 72 hour Interior Fire Attack training course. (SCBA certified)

He will be used as a call in driver for the Belfast Ambulance Service if and when needed.

If you have any questions please call me at the Fire Station.

Thank You,



**SIERRA
CLUB**

10.A

November 11, 2015

Dear Mayor Walter Ash Jr:

This December, world leaders will convene in Paris for COP21, the 21st annual meeting of the United Nations Framework Convention on Climate Change (UNFCCC). The 195 member countries of the UNFCCC are expected to adopt a new agreement that will set forth the objectives, rules, and country contributions that the world needs to address climate disruption beginning in 2020. There is reason to be optimistic. This time there will be no one treaty that all nations must sign: participating countries have been asked to step forward with their individual commitments to reducing GHGs. There are pitfalls, of course, but this voluntary path may prove productive. Members of Sierra Club Maine will be in Paris showing the world what we have done locally to reduce our carbon emissions.

Sierra Club Maine is gathering letters from municipal leaders asking President Obama for productive negotiations in Paris. Former Belfast Mayor Hurley was one of the first Mayors in Maine to sign onto the US Mayors' Climate Agreement and the Council passed a resolution to join ICLEI (International Council for Local Environmental Initiatives) which has a computer program helpful in developing local Climate Action Plans. Sierra Club Maine was proud to award Mayor Hurley and Portland, Saco and Biddeford Mayors with the club's Public Service for the Environment Award at the club's annual awards ceremony in 2006.

By showing that communities across the U.S. are taking action and are ready to do more, we can build momentum following an ambitious commitment by the U.S. that will help lead to an effective outcome. Furthermore, this collaboration will highlight that citizens and elected officials are working together and with others across the U.S. and the world to take local climate action and achieve the goals of the global climate deal.

Would you write a letter to President Obama asking for his team's best effort in Paris? I have attached a sample letter for your consideration. I would recommend your including some of the carbon reduction measures Belfast has taken over the last several years and what plans you may have going forward.

The letters are to arrive in Washington D.C. before November 27, 2015, so time is short. I hope you can make this happen. When your letter is ready, please send it to our assistant at Sierra Club Maine jeanine.bischoff@sierraclub.org. We will be grouping the letters from municipal leaders and mayor from all over the state and forwarding them to our DC office where millions of letter from chapters around the country will be taken to the White House and to President Obama. Please cc me.

Thank you for your consideration.

Sincerely,

Joan B. Saxe, Cool Communities, Sierra Club Maine

[DATE], 2015

President Barack Obama
1600 Pennsylvania Ave. NW
Washington, DC 20500

Dear President Obama,

As an elected official representing [name of town/city], I'm writing to urge you to take the lead in moving the global community toward a strong international climate deal this December.

Climate disruption is already threatening communities here and throughout the country. The Gulf of Maine is warming and becoming more acidic very rapidly, harming our sealife and damaging our seafood industry. Extreme weather events with flooding and high winds damage our coasts, and roadways. With similar problems nationwide, it's clear that climate disruption is a crisis that needs not only a local solution but a global solution as well. The commitments made in Paris will help our country become resilient toward climate change by cutting pollution, taking advantage of clean energy, and protecting communities that are the most vulnerable to our changing climate.

As you and your Administration prepare for the historic climate conference in Paris, I would like to highlight the local actions we have taken in [name of town/city] to address climate change. For example, we have taken leadership in our [local initiative].

Moreover, with Paris around the corner, we are stepping up with [climate commitment action]. We anticipate that this new initiative will greatly benefit our community by [name benefits -- cost savings, public health, etc].

Thank you for your continued leadership on climate change, and I look forward to a strong international climate commitment from the United States and the global community.

Respectfully,

10.B

TO: Mayor & City Council
FROM: Wayne Marshall, City Planner
DATE: November 10, 2015
RE: Waldo County General Hospital Request

The Belfast Planning Board, at its meeting of October 28, 2015 approved a Site Plan Permit to allow Waldo County General Hospital to construct a new 20,000 square foot office building on the 'annex' property (former motel) on Northport Avenue. The Hospital application and Permit approved by the Board involve two issues which also require Council action, including:

- 1) The Hospital needs to relocate the existing entrance to the site so that it lines up with the entrance to the Hospital building on the opposite side of Northport Avenue. The relocation of the entrance requires the Hospital to remove an existing maple tree that is partly located within the City right-of-way. Do you approve of the request to remove the tree? The Hospital will be planting additional trees on this property.
- 2) The Hospital wants to install a pedestrian activated signal light at the crosswalk on Northport Avenue to enhance pedestrian safety. The Planning Board and City staff strongly support this request. Council action is required.

The Planning Board, at its meeting of October 28, adopted the following motion to support these requests from the Hospital.

Motion by Margot Carpenter, second by Biff Atlass, to inform the Belfast City Council that the Board recommends Council approval of the removal of a maple tree in the City right-of-way, and the installation of a pedestrian activated signal light. Motion adopted 5-0.

I would be happy to answer any questions.

November 9, 2015

Proposed Site Improvements along Right-of-Way
119 Northport Avenue

Submitted for City Council Review

Project:

New 2-Story Medical & Professional Office Building
119 Northport Avenue
City of Belfast Tax Map 33, Lots 22, 22B, 22C

Owner:

Waldo County General Hospital
118 Northport Avenue
Belfast, Maine 04915
207.338.2500
ceo@wcgh.org

Architect:

Michael Hogan
The Maine Group
PO Box 569
Belfast, Maine 04915
207.322.2540
mainegroup@gmail.com

Table of Contents:

Narrative (2 pp)
Existing Site Plan 119-125 Northport Avenue (1 p)
Proposed Site Plan, Landscaping 119-125 Northport Avenue (1 p)
Photo: Views North and South along Northport Avenue (1 p)
Tree Photo: View NW from Northport Avenue (1 p)
Tree Photo: View West from Existing Hospital Entrance Drive (1 p)
Flashing Beacon Detail and Photo (3 pp)

The Project:

Waldo County General Hospital (WCGH) proposes to construct a new 2-Story, approximately 20,000 sf Professional and Medical Office Building on their 5 acre lot located at 119 Northport Avenue. This building will replace the recently removed (demolished) Administration Building (Former Motel) which occupied the site since 1954. The new building will be located on the old footprint of the motel, adjacent to the buildings constructed in 2009 and 2011.

The Project includes certain site improvements along the Northport Avenue right-of-way in front of the Property and across the street from the Hospital. These improvements include:

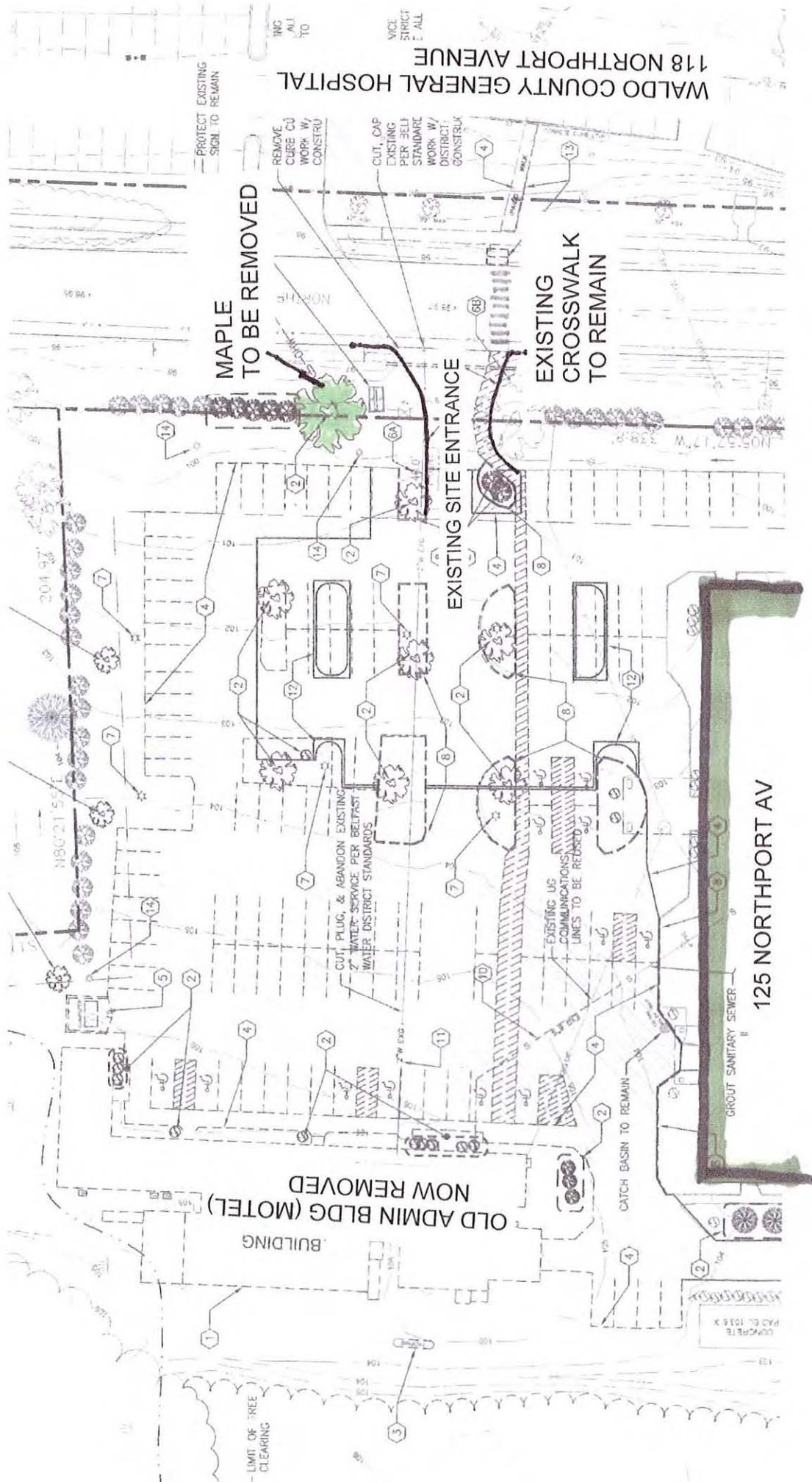
Realignment of the Site Entrance Drive: The new Site Entrance will be located approximately 60 feet north of the existing entrance and align with the existing entrance to the Hospital. The existing entrance will be closed. This realignment is made to enhance traffic safety and satisfy Maine Department of Transportation (MeDOT) permitting requirements. Proposed pre- and post- development Site Plans attached.

Tree Removal and Replacement: New Site Entrance will require the removal of one existing Maple tree located on the 119-125 Northport Avenue property line. The existing Maple tree is approximately 35 feet tall and 30 inch caliper. The tree is identified on the attached photographs and has been flagged with red survey tape. The tree would be replaced with three (3) Winter King Hawthorns along with additional trees, shrubs and ground cover on the proposed site of the new building and associated parking areas. Replacement Hawthorns will be 6-8 ft tall and mature to approximately 20 feet. Other planned site (parking area) trees include Ginkgos, Thornless Honeylocust and Scotch Pine. The landscaping plan was approved by the Planning Board on October 28, 2015. Proposed Site Plan attached.

CMP Utility Pole Relocations: New Site Entrance will require the relocation of one CMP Utility Pole. One additional pole will be relocated or added adjacent to the existing crosswalk. Street Lights will be mounted on these poles to light the new Site Entrance and light the Crosswalk. WCGH has made application to CMP for this work.

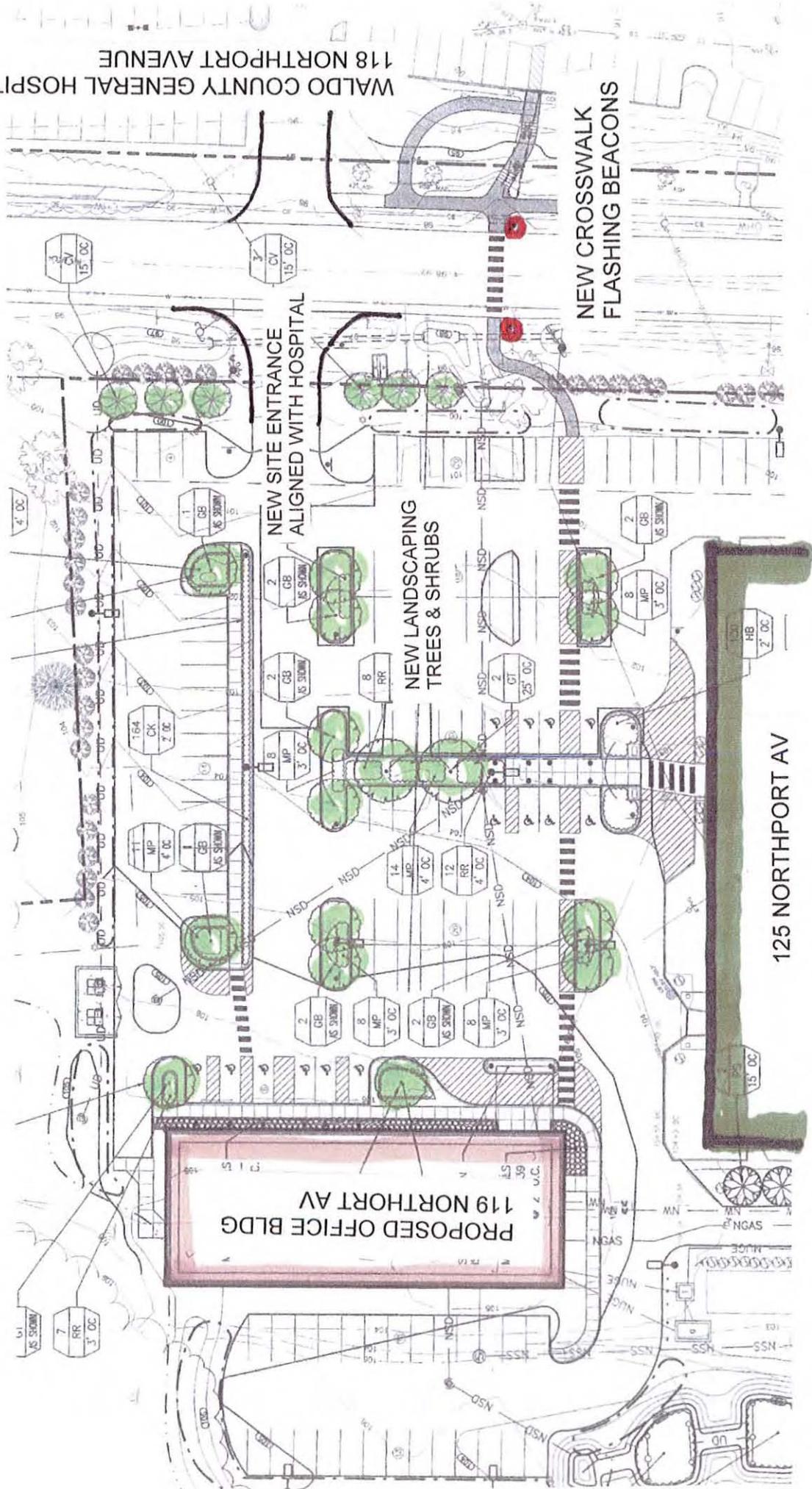
Addition of Pedestrian Crossing Warning Beacon (Rectangular Rapid Flash Beacon) at the existing crosswalk: In anticipation of increased pedestrian traffic, a Flashing Beacon is proposed for installation on both sides of the existing crosswalk. The Hospital met on-site with Bob Richards, Public Works Director and reviewed the proposed locations for the Crossing Warning Beacons. Mr. Richards had no objections. A copy of this submittal has been provided to Public Works. Proposed locations shown on the attached Proposed Site Plan and photos. Beacon details are attached.

Fire Hydrant: Hydrants exist north and south of the site on the west side of Northport Avenue. One existing hydrant is located approximately 875 feet south of the site and one existing hydrant is located approximately 125 feet north of the site. The Hospital is in discussion with Jim Richards, Belfast Fire Chief and Keith Pooler, Belfast Water District Superintendent regarding the potential benefit of locating a new hydrant near the new site entrance. If it is decided to add this hydrant it will be furnished and installed by the Water District at the Hospital's expense.



WALDO COUNTY GENERAL HOSPITAL OFFICE BUILDINGS
 119 - 125 NORTHPORT AV
EXISTING SITE PLAN

WALDO COUNTY GENERAL HOSPITAL
118 NORTHPORT AVENUE



NEW CROSSWALK
FLASHING BEACONS

NEW SITE ENTRANCE
ALIGNED WITH HOSPITAL

NEW LANDSCAPING
TREES & SHRUBS

125 NORTHPORT AV

PROPOSED OFFICE BLDG
119 NORTHPORT AV

WALDO COUNTY GENERAL HOSPITAL OFFICE BUILDINGS
119 - 125 NORTHPORT AVENUE
PROPOSED SITE PLAN



Rectangular Rapid Flash Beacon: RRFB-XL

Extra-large beacons provide greater visibility, ideal for high-speed and multi-lane pedestrian & school crossings

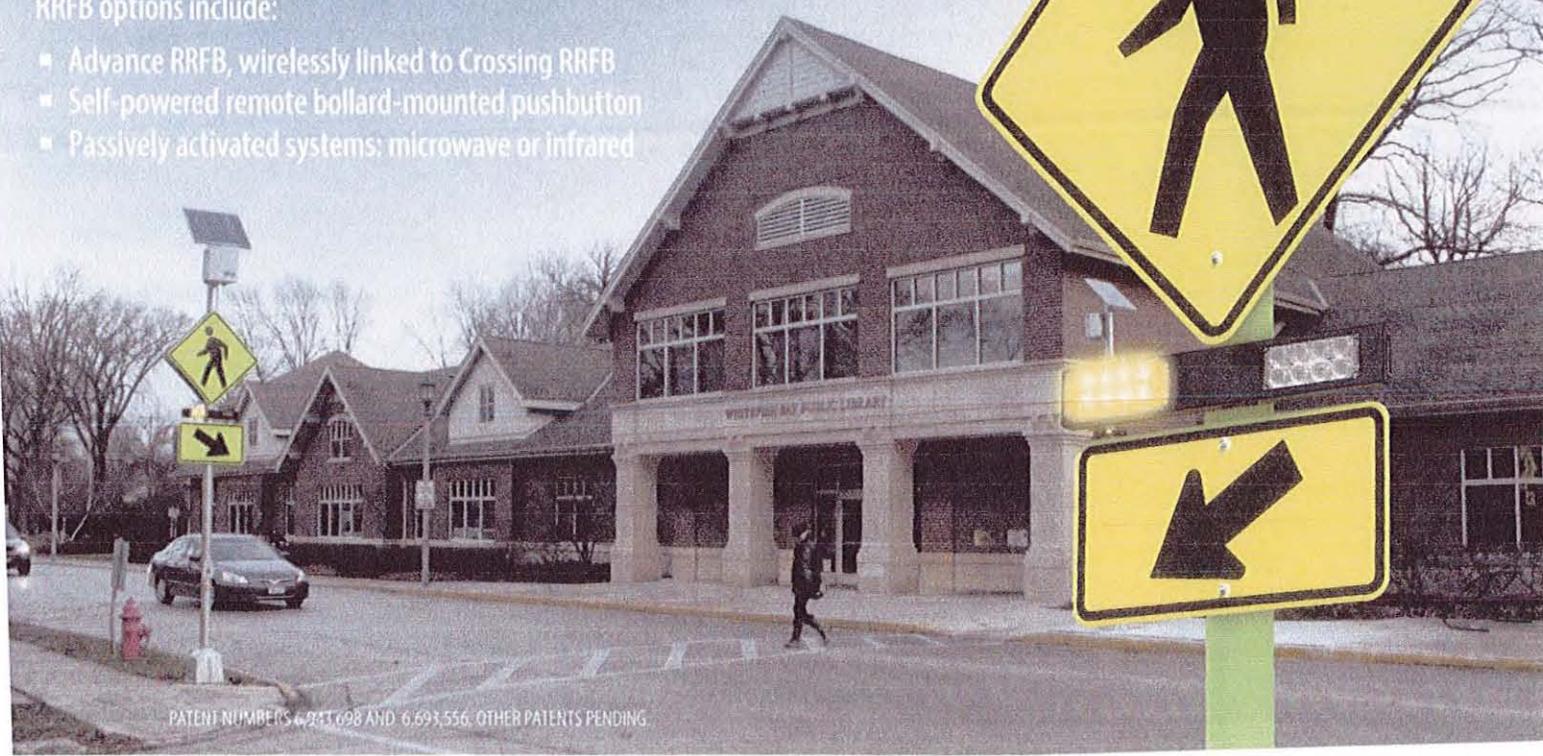
- Driver yielding rates of 80-90%
- Large LEDs exceed FHWA standards
- Wireless, synchronized LEDs
- Solar powered, eco-friendly
- Up to 30 days autonomy
- Easy installation, maintenance free
- Web-based monitoring/alert option

TAPCO's pedestrian-activated RRFB systems feature large, 7" x 3" LED arrays that exceed FHWA standards. They provide greater visibility, ideal for high speed and multi-lane pedestrian and school crossings. When activated, the SAE J595 certified LED arrays flash an FHWA specified, alternating 'wig-wag' pattern. Side-mounted LED arrays flash concurrently to advise pedestrians that the units are flashing.

RRFBs have produced 80% to 90% driver compliance in yielding to pedestrians at high-risk uncontrolled crossings. This is the highest yielding rate of all devices not featuring a red display, and up to 4 times greater than standard round beacons. RRFBs cost less than other devices with similar vehicular yield rates.

RRFB options include:

- Advance RRFB, wirelessly linked to Crossing RRFB
- Self-powered remote bollard-mounted pushbutton
- Passively activated systems: microwave or infrared



Applications

- High-speed and multi-lane crossings
- School crossings
- Pedestrian crossings
- Roundabout crossings

Benefits

- Larger 7" x 3" LED arrays provide increased visibility
- Significantly higher driver awareness and compliance
- High-intensity leds command attention, day and night

Features

- Multiple units are wirelessly synchronized, flash in unison
- Installation onto new or existing sign poles: single bar or back-to-back available
- Stand-alone, self-powered remote pushbutton bollard available
- 3-Year warranty



Visit **Traffic and Parking** on Youtube for videos on these products and more.



Optional Push Button Activation

Activated with less than 2 lbs. of force. Provides two-tone audible confirmation as well as visual confirmation. Meets ADA, MUTCD and TAC requirements, and housing meets NEMA specifications. Remote mounting available. Audible navigation units are available.



Optional Pedestrian Motion Detector

Active infrared and microwave technologies work together to provide precise presence and accurate motion detection. Mountable between 8' and 16'. Impervious to light, sun rain and snow. Housing is rated NEMA-4.



Optional Wireless Bollard Activation

Pedestrians and bicyclists can passively trigger flashing BlinkerSign[®] LED signs, RRFB, BlinkerBeacon[®] LED Beacons, in-pavement LEDs and other ITS devices. Actuators are housed in anodized aluminum cabinets that can be secured to concrete or asphalt. Battery operated: no grid wiring required.



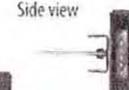
Top view



Front view



Side view



Standard specifications (subject to change without notice)

Extra Large Rectangular Rapid Flash Beacon RRFB-XL

MUTCD Approval	Interim FHWA Approval Memorandum (1A-11)
Housing	Powder coated aluminum
LED modules: 7¼" x 3"	2 arrays of 8 amber LEDs, SAE J595 certified
Pedestrian LED module: 1½" x 3¾"	Side-mounted, flash concurrent with Vehicle LEDs
Flash pattern	MUTCD specified 'wig-wag' flash pattern
Mounting hardware	Stainless steel u-bolts for 4" to 4½" O.D. pole

Solar-assisted Battery-powered System

Housing	NEMA 4X rated fiberglass or aluminum cabinet with lockable clasps
Solar panel: 55 watt	25¼"H x 25¾"W x 1½"D. Adjustable 40° to 60°. Articulating mount rotates and pivots. Conforms to IP-67
Mounting	Aluminum mounting bracket (fits 4" – 4½" O.D. pole)
Battery (one per assembly)	12V, 40AH sealed gel battery requires no periodic watering. Sealed construction eliminates corrosive acid fumes and spills.
Battery lifespan	Up to 5 years
Autonomy	Up to 30 days without sun
Control Circuit	IP-67 NEMA rated enclosure: dust proof and waterproof (up to 30 minutes in 3 feet of water)

BlinkerBeam[™] Wireless Communication System

Frequency	900 MHz FHSS
Range	3 miles with optional external antennas. For system separation over 900', a site survey is recommended
Radio	Operates on 900 MHz frequency hopping spread spectrum network. Operating range from 3.6vdc to 15vdc
Connectivity	Crosswalk and optional Advance LEDs flash concurrently
BlinkerBeam [™] Wireless Synchronized Activation	Individual units in one system flash in synchronized patterns (avoids light noise of system operation). Ideal for multiple assemblies flashing in the same direction.
Push-button activation*	ADA pushbutton, typical (< 120 millisecond)

*Optional remote, stand-alone pushbutton available (includes self-contained, replaceable battery with typical two-year life)

Programming

- Windows TAPCO configuration software
- Optional web-based cellular communication for monitoring and control available
- Optional time clock system available for school zone signs

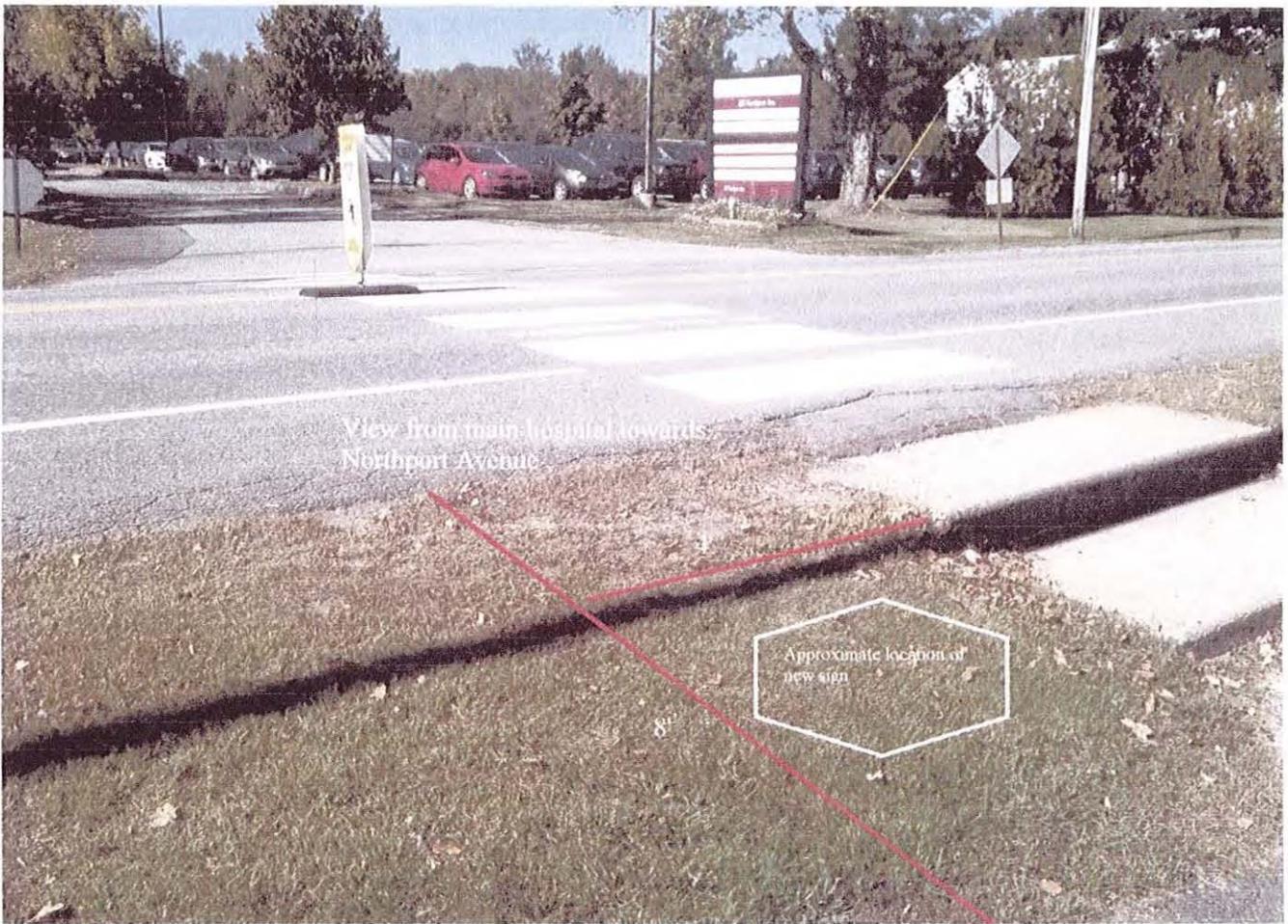
Warranty

3 year standard warranty



1-800-236-0112 • www.tapconet.com • blinkersales@tapconet.com





AGENDA TOPIC 10.C

TO: Mayor & City Council
FROM: Wayne Marshall, City Planner
DATE: November 13, 2015
RE: Front Street Reconstruction Project

DIRECTION REQUESTED

Mandy Olver, City Engineer for the Front Street Reconstruction Project, and City staff are seeking Council direction regarding the updated plans we are recommending for the Front Street Reconstruction project. The updated plans (copy attached) incorporate direction provided by the Council at your October 13 work session, changes based on subsequent meetings with property owners and user groups as well as CMP, and issues associated with constructing utility improvements. Also attached is a memorandum from Mandy Olver that highlights some of the changes made to the plan since your October 13 work session.

We will use direction you provide at this meeting to make changes that you believe may be warranted, and then use the updated plan for the public hearing for this project that we have scheduled for the Council meeting of December 1. Our intent is to submit the plan and bid specification package to the Economic Development Administration for their review shortly after the December 1 meeting, preferably no later than December 7. As such, immediately following the December 1 public hearing, we will be asking you to adopt the proposed plan.

BACKGROUND INFORMATION

How We Would Like to Proceed at the November 17 Council Meeting

I would like to make a short (5 - 8 minutes) introductory presentation at the November 17 meeting in which I highlight background information about the project; reference information below.

I would then turn the meeting over to Mandy Olver to walk the Council and public through the proposed plan. She will orient folks to the lay-out of the entire project and will then speak more specifically about the proposed improvements for each project section. We have divided the project into three general sections:

- Main Street to Wastewater Treatment Plant;
- Wastewater Treatment Plant to Building 4 on the Shipyard property; and
- Building 4 to the Peirce Street intersection, including redeveloping the Clark/Kaber property that the City purchased into a parking area.

I would ask that the Council agree to a process in which all questions and discussion with Ms. Olver and City staff about the project design be held until she begins her discussion of the respective project sections, rather than the overall project lay-out. In our internal review and discussions of this project, we have found the most productive way to proceed is to focus on the improvements in one section before moving onto the next section. That said, as Ms. Olver walks the Council through the three sections, Councilors can and should raise any specific questions or concerns that you have about the lay-out in this section.

Also, our intent is to focus the presentation on the road, pedestrian and parking improvements shown on the plans; the project improvements which are most open to alternative approaches. While we believe that the updated plans we are presenting to you at this meeting well address the issues raised by the Council at your October 13 work session, we clearly recognize that changes can be made and that such may be appropriate. What we do not propose to discuss in any great detail at the November 17 meeting is the lay-out of the replacement public water and public sewer lines, how stormwater improvements are proposed to be constructed, or the construction standards for the road. The lay-out of such are largely engineering concerns, and there is not a lot of flexibility in how this infrastructure will be upgraded. That said, you should know that Bob Richards, Public Works, Jon Carman, Wastewater Treatment Plant, Keith Pooler, Belfast Water District and I have and continue to review the proposed engineering plans with Olver Associates and/or Dirigo Engineering.

Continuing, we have not structured this meeting as a public hearing at which the Council can or should accept public comment or entertain specific discussion with the public or a property owner. We view this meeting as an opportunity to present the updated plan and project to the Council and to the public, and then to return at the Council's December 1 meeting for a public hearing. I would encourage you not to accept public comment at the November 17 meeting. Our intent is to provide notice to the public, including direct email and letter notice to abutting property owners regarding the December 1 hearing, and to let folks know that the hearing is an opportune time to raise questions or concerns. Also, City staff will make itself available to meet with any affected party to discuss their respective concerns in advance of the hearing. I note that Mandy Olver and I have met with most abutting property owners as well as several persons who work in the area to discuss their concerns while we were preparing the project design that is being presented to you at this meeting.

So --- by the end of the November 17 meeting, we would like to obtain Council consensus on the acceptability of this plan, subject to any revisions that you may identify, as the plan that will be submitted for Council review and public hearing at your meeting of December 1. A vote to do such at this meeting means that you will be moving the plan forward to the next step, public hearing. Following the December 1 hearing, we will ask you to be prepared to approve the plan, subject to any revisions you identify to address concerns raised at the hearing. If for any reason you feel you need more time to review the plan and comments offered at the December 1 hearing, we are requesting that you be prepared to meet as soon as possible, perhaps on December 3, to continue your review of the plan and to vote on the plan that will be submitted to EDA for review.

No New Underground Power - Potential Change in Project Approach

One potential change in the approach and improvements that we are now recommending involves not locating all electrical/phone/cable utilities that cross Front Street, from the inland side to the water side, underground, as was identified in our grant application to the EDA. Initially, in looking at how to foster Front Street serving as a boat corridor, we thought it would be important to locate all utility crossings on Front Street underground. The overhead poles would remain on the inland side, but all power to the water side of the street would be located underground. We have further spoken with all parties that regularly move boats on Front Street in preparing the project design, and there does not appear to be any great need to create underground services along the length of Front Street. Not constructing underground services has several significant advantages, including:

- It eliminates a significant project cost;
- It eliminates engineering issues associated with installing underground service in concert with other infrastructure (sewer, water, stormdrains);
- It eliminates needing to find 'appropriate' spaces in which to safely and efficiently locate transformers on the ground;
- It eliminates the need to work with private property owners to change their current overhead service to an underground service and to pay some costs associated with the new service.

In short, at your November 17 meeting, we will be asking the Council to vote to abandon the idea of creating underground utility services. I would note that the project improvements, as now proposed, does involve relocating or replacing nearly every existing pole on Front Street to accomplish the currently proposed improvements. It appears that CMP will pay the cost to relocate and replace many of the existing poles, however, the City likely will need to pay CMP's costs to relocate poles from Main Street to the Wastewater Treatment Plant. Most of these poles are quite new, and the relocation of these poles is needed to accomplish the parking and road layout that the City is proposing.

Project Funding

The City, in cooperation with the Belfast Water District, is now preparing plans to reconstruct Front Street and all public utilities. The estimated cost of this major public project is \$3.8 million that is being funded through three sources:

- A \$1.9 million federal Economic Development Administration (EDA) grant;
- Belfast Water District contributing about \$600,000 to replace the existing water line; loan through the State Drinking Water Fund (DWF); and
- City borrowing about \$1.3 million and repaying the loan through revenues generated by the Downtown Waterfront Tax Increment Financing District.

I note that the \$3.8 million amount clearly is a cost estimate based solely on concept plans and that final costs will not be known until the City receives competitive bids to construct the project. Also, Mandy Olver will prepare updated construction cost estimates for Council and public review prior to the project proceeding to bid.

Project Work

This project mostly involves upgrading existing infrastructure, including the following:

- The City intends to replace and upgrade the existing sewer line, an improvement which is identified in the City Sewer Master Plan.
- The City plans to use storm sewers to control drainage on all of Front Street, which means replacing open drainage swales and tying storm drains into one of the three culverts that direct stormwater to the River/Bay.
- The Water District plans to replace an antiquated water line with a new water line. I note that the Water District has just finished constructing improvements on a companion project on Front Street, between Miller Street and Main Street, and that their current project and the upcoming Front Street project will provide a much needed loop for their water service.
- The City plans to reconstruct the road base and pavement, including constructing the section of Front Street between the Front Street Shipyard storage yard and Peirce Street to a standard which can support a 200 ton trailer.
- The City plans to reconstruct the Front Street - Peirce Street intersection by eliminating the existing rock retaining wall on Front Street that borders the property the City purchased from Dan Clarke and Judy Kaber. The intent is to create an intersection that is safer and better accommodates vehicles and pedestrians. The City also intends to construct a small public parking lot on the former Clarke/Kaber property to provide additional parking for the Armistice Bridge and Harbor Walk and perhaps for the Passy Rail Trail.
- The City plans to reorganize the Front Street - Main Street intersection so it better serves pedestrians and vehicles, particularly public safety. This includes a proposal to establish a 4 way stop at the intersection.
- The City intends to change the lay-out of public parking along Front Street. The proposed lay-out results in providing about 54 on-street parking spaces, most of which are located between the Main Street intersection and the Wastewater Treatment Plant.
- The City intends to construct new sidewalk and pedestrian improvements on Front Street. A key improvement is constructing a sidewalk on the northerly (water) side of Front Street from the Main Street intersection to the Belfast Yards property. Also, a paved pedestrian use area adjacent to the road will be identified by a pavement stripe along much of the street.
- The City is working with CMP to relocate existing utility poles to facilitate the construction of the above identified project improvements. Initially, we proposed to continue using overhead utilities on the inland (southerly) side of Front Street and to eliminate all overhead utilities that cross the inland side of Front Street to the water (northerly) side of the street, but we now believe that this work and cost are not needed to support this area serving as a boat corridor.

Project Schedule

As previously discussed with the Council, the schedule for designing and constructing this project is very tight. Our goal is to complete most project work in 2016. An overall schedule is as follows:

- December 1, 2015 Public Hearing on proposed project

- December 7, 2015 Submit preliminary bid package, including plans and bid specifications to EDA to review (minimum 30 day EDA review)
- Mid-January, 2016 Request EDA approval of ability to proceed to bid (minimum 30 day EDA review)
- Mid-February, 2016 Advertise for Construction Bids
- Mid-March 2016 Award Construction Bid and seek EDA approval of selected firm
- May 1, 2016 Start project construction
- November, 2016 Complete most project construction
- Spring 2017 Final paving and clean-up work

Olver Associates, the engineering firm that the City is using to complete project design, with the assistance of Dirigo Engineering regarding design of the water system improvements, also will be performing project inspection services during project construction.

Belfast Yards (Maskers) area.

As discussed with the Council at your October 13 Work Session, this plan and the Front Street Reconstruction project does not identify any specific improvements for the City owned Belfast Yards area. While the City has completed demolition of the two buildings on the property, there is some remaining work associated with removing contaminated soils. Further, our intent is to use this property as a lay-down area for the reconstruction project. As such, the construction of public improvements on this property should not occur until post completion of the reconstruction project. Our recommendation is to begin the public planning process for the reuse of this area after project construction commences in the spring of 2016 (likely post the Council budgeting process), with the intent of achieving a decision on the reuse of the property by the end of 2016. The Council could then proceed with implementing your preferred reuse option in 2017.

I look forward to our discussion at your November 17 meeting.

MEMORANDUM

TO: Wayne Marshall

FROM: Mandy Olver

DATE: November 13, 2015

RE: Front Street Infrastructure Reconstruction Concept Planning

We are writing to provide an updated concept site plan for the Front Street Infrastructure Reconstruction project. Since the Council workshop on October 13, we have been working with City staff input to improve the concept plan and address questions and concerns raised by Council members. We've also met with Central Maine Power on-site to discuss relocation and replacement of utility poles. The result is the updated concept plan enclosed. The following changes have been made since the previously presented plan:

1. Additional detail has been provided at the intersection of Main and Front Streets. The western corner of the intersection has been pushed back to create a more truck friendly turn from Front Street up Main Street. Pedestrian gathering areas have been added at the entrance to each crosswalk as have the proposed connections to the public restroom walkway.
2. The sidewalk and the travel way in the vicinity of the Purple Baboon and Ross building have been widened slightly to improve plowing access for Public Works on the sidewalk and truck passage in the road.
3. We have reoriented the walkway from the Washington Street parking lot down to Front Street to better align the crosswalk across Front Street with the pathway and allow the addition of more diagonal parking spaces.
4. Parking spaces have been added in the location vacated by the reoriented path from Washington Street. By relocating five utility poles between Main Street and along the front of the treatment facility, we are able to maximize use of potential parking areas. As a result we have been able to increase the number of diagonal spaces on that side of the road from 19 to 27.

5. By relocating the hydrant and some drainage features, three more parking spaces have been added in the area in between the treatment facility and the Walker/Vail property.
6. We have widened the pedestrian striping between proposed Shipyard building six and the Pierce Street intersection to eight feet wide. Although the road is 30 feet wide (as was proposed in the city's EDA grant application to accommodate boats), striping is intended to make the road feel like it is 22 feet wide with the intention of slowing traffic. This will have the effect of narrowing the road for vehicles while widening the pedestrian space, while still meeting the spirit of the grant and facilitating large boat movements. Also, we are recommending that the pedestrian striping continue along the northerly (water) side of Front Street from Building 4 to end of Building 3 on the Shipyard property, rather than on the southerly (inland) side in this area as a way to keep traffic away from the buildings which immediately abut the road.
7. A connecting walkway has been added at the crosswalk from the proposed parking lot on the Clark property and Pierce Street to the Harbor Walk area.
8. A stairway has been added from the new parking area at the corner of Bridge and Pierce down to the Pierce Street sidewalk.
9. In this updated plan, the overall number of formal parking spaces has been increased from 43 to 54. There are still numerous informal parking locations, such as next to the Front Street Pub or along the side of road that can be used for evening and weekend, and/or special event parking which are not counted in these numbers.

10.D

Memo

To: **Mayor Walter Ash Jr. and Honorable Members of Belfast City Council**
CC: Joseph Slocum
From: Manda Cushman, Administrative Assistant to the City Manager
Date: 11/12/2015
Re: Project Canopy Grant Application

Project Canopy, a cooperative partnership between the Department of Agriculture, Conservation, and Forestry's Maine Forest Service and GrowSmart Maine provides both planning/education and planting/maintenance assistance grants to state, county, and municipal governments, educational institutions, and non-profit organizations for developing and implementing community forestry projects and programs.

As a community we have been fortunate to received multiple grants through this program, and have added canopies over the last 10 years to our Grove Cemetery, our prominent downtown Bayview Street, and a restoration of a vegetative buffer along the Municipal Airport; just to name a few. The most recent being an \$8,000 Planting and Maintenance Grant awarded in February 2015 which the City is going to implement in the Spring of 2016 with the planting of 21 downtown trees.

Our goal with this project, if awarded, would be to continue to plant trees in visible locations throughout the downtown and neighborhoods were they will make a direct and positive impact on the community and visitors. These trees will help beautify our business district and residential areas and at various locations where over the last 4 years the City has lost many large older trees.

The planting and maintenance grants have a maximum award of \$8,000 and require a 50-percent cost-share with cash or in-kind services. Grant applications are due by 5:00 p.m., Friday, December 4, 2015.

At this time I am asking for Council authority to apply for a 2015 Project Canopy Assistance Grant.

Thank you,
Manda Cushman

10.E

Request by the Economic Development Director to have the City Council approve bids received and select the lowest bidder to conduct soil remediation work at the City-owned parcel located at 45 Front Street.

In October 2015, the City completed a portion of the cleanup of the City-owned parcel located at 45 Front Street (known as the Maskers' Property), namely the abatement and demolition of the two buildings (Maskers' Theater, and the 'Storage Building') that were located upon it.

In the course of the cleanup operation, the contractor discovered an area (approximately 150 cubic yards) of petroleum/tar-impacted soils underneath the center of the Maskers' Theater. This was likely caused by a former railroad car that was parked along the Belfast and Moosehead Lake Railroad tracks adjacent to the northern side of the building. The tank car released an unknown amount of this petroleum-based tar from a leaking valve, sometime in the 1950s or the 1960s. Reportedly, this substance migrated beneath the Maskers' Theater, which impeded its full cleanup. The petroleum/tar-like substance appears to have remained in surficial soils beneath the building since that time. This substance only poses a health risk from direct contact; the area has been covered with clean fill and geotextile fabric to prevent direct contact for the time being, and the entire footprint of the Maskers' Theater has been cordoned off.

City staff and Ransom Consulting have recommended that this particular area of contamination be addressed at the earliest possible opportunity (as opposed to waiting until the rest of the soil contamination is addressed at some point in the future prior to redevelopment of the site).

On October 29th, 2015, Ransom Consulting solicited bids from 5 firms to excavate and properly dispose of the petroleum/tar-impacted soils, to backfill the excavated area, and to compact the entire areas of the former Maskers' Theater and the 'Storage Building.' On November 5th, 2015, two bids for this work were received, ranging from a low bid of \$28,925.00 to a high bid of \$32,575.00. Ransom Consulting reviewed the bids and verified the mathematics of each bid submission.

The apparent low bidder for the project was TMC Services of South Portland, Maine, with a bid of \$28,925.00. TMC Services is an environmental contractor with experience throughout Maine in soil remediation and backfill/compaction. Based on their review of the bids and prior work experience, Ransom Consulting recommends that the City of Belfast award the project to TMC Services. If approved, TMC Services would be expecting to begin mobilization on Friday, November 20th, to begin soil excavation on Monday, November 23rd, to complete backfill and compaction activities on Wednesday, November 25th, and to demobilize equipment from the site on Wednesday, December 2nd.

The City is expecting to receive grant funding in the amount of \$45,000 through the Maine Department of Economic and Community Development's Brownfields Revolving Loan Fund which would cover the cost of this work, plus a contingency, plus the necessary engineering design, coordination, waste characterization, confirmatory soil sampling, remediation oversight, and closure reporting.



November 10, 2015

Project 111.06134.202

Mr. Thomas Kittredge, Economic Development Director
City of Belfast
131 Church Street
Belfast, ME 04915

RE: Bid Results and Recommendation Letter
Remediation of Tar-Impacted Soils & Backfill/Compaction of Clean Soils
Masker's Theater & Thompson's Wharf
45 Front Street
Belfast, Maine

Dear Mr. Kittredge:

On November 5, 2015 at 4:00 p.m., bids were received and opened for the remediation of tar-impacted soils and backfill/compaction of clean soils at the Masker's Theater & Thompson's Wharf site located at 45 Front Street in Belfast, Maine. Two bids were received, ranging from a low bid of \$28,925.00 to a high bid of \$32,575.00. Ransom Consulting, Inc. (Ransom) has reviewed the bids and has verified the mathematics of each bid submission. A summary of the submitted bid results for this project is attached.

The apparent low bidder for cleanup of tar-impacted soils at the former Masker's Theater & Thompson's Wharf site is TMC Services, Inc., dba TMC Environmental (TMC) of South Portland, Maine with a bid of **\$28,925.00**. Based on our initial research and prior work experiences, TMC is an environmental contractor with experience throughout Maine in soil remediation and backfill/compaction. TMC has personnel available with 40-hour Occupational Safety and Health Administration (OSHA) Hazardous Waste Operations (HAZWOPER) training.

Based on our review of the bids and prior work experience, we recommend that the City of Belfast award the Masker's Theater & Thompson's Wharf project to TMC. If you have any questions or comments, please feel free to contact Peter Sherr or Aaron Martin at 207-772-2891.

A handwritten signature in black ink that reads "Aaron Martin".

Aaron R. Martin, C.G.
Project Manager/Environmental Scientist

A handwritten signature in black ink that reads "P. J. Sherr".

Peter J. Sherr, P.E.
Principal/Senior Project Manager

400 Commercial Street, Suite 404, Portland, Maine 04101, Tel (207) 772-2891
Pease International Tradeport, 112 Corporate Drive, Portsmouth, New Hampshire 03801, Tel (603) 436-1490, Fax (603) 436-6037
12 Kent Way, Suite 100, Byfield, Massachusetts 01922, Tel (978) 465-1822
2127 Hamilton Avenue, Hamilton, New Jersey 08619, Tel (609) 584-0090
60 Valley Street, Building F, Suite 106, Providence, Rhode Island 02909, Tel (401) 433-2160

www.ransomenv.com



Masker's Theater & Thompson's Wharf: Remediation of Tar-Impacted Soils
 Bid Tabulation

Prepared for: The City of Belfast
 Date: November 5, 2015
 Project Number 111.06134.202
 By: Aaron Martin, CG
 Project Manager: Peter Sherr, PE

Base Bid

Item No.	Item Description	Unit	TMC	EPI	Clean Harbors	McGee	Lynch
			Item Cost	Item Cost	Item Cost	Item Cost	Item Cost
1	Mobilization & Demobilization	LS	\$2,500.00	\$1,000.00	No Bid	No Bid	No Bid
2	Excavation, Transport, and Disposal of Tar-Impacted Soil	225 Tons	\$23,625.00	\$28,575.00	No Bid	No Bid	No Bid
3	Compaction of Former Building Footprints, Excluding Tar-Impacted Soil Excavation Area (approximately 4,500 square feet)	LS	\$2,800.00	\$3,000.00	No Bid	No Bid	No Bid
Base Bid Total:			\$28,925.00	\$32,575.00	No Bid	No Bid	No Bid

Yellow Highlight = Apparent Low Bidder

10.F



e-mail: cityhall@cityofbelfast.org

CITY OF BELFAST, MAINE
131 Church Street

Tel: (207) 338-3370
Fax: (207) 338-6222

November 10, 2015

Memo to: Joe Slocum

From: Rickie LeSan *RL*

Attached is a Council Order with a list of individuals who purchased lots and perpetual care in FY 2014-2015 and the funds need to be transferred to the Cemetery Trust Account.



City of Belfast

CITY COUNCIL

November 17th, 2015

Councilman.....

Order No.....

ORDERED THAT

the following Trust Funds received during the FY 2014-2015 for the care of cemetery lots are listed below be accepted by the City of Belfast, the principal to be safely invested and the income only therefore, to be used for the maintenance and repair of said lots:

<u>Name</u>	<u>Lot</u>	<u>Range</u>	<u>Section</u>	<u>Amount</u>
John Gray & Donna Fish	107	T	1975	350.00
Steve & Joanna Curtis	11 WH	H	1975	400.00
Scott Hawthorne	14-31	N	1975	1,000.00
Owen Smith	30 EH	O	1975	400.00
Arthur Buzzell/ME DHHS	108	T	1975	350.00
Leon & Margene Annis	106	T	1975	350.00
Eden Buron	4	T	1975	350.00
Patricia Heinz	5 & 6 SH	M	1975	600.00
Lyndon & Cathy Morgan	8 & 9 NH	H	1975	600.00
John & Patricia Worth	105	T	1975	350.00
Sandra, Larry & Greg Larrabee	11	M	1975	400.00
Dianne Mekelburg	26	B	1975	500.00
Richard Pomery	6 EH	D	1975	400.00
William & Susan Woehler	3 & 4 SH	S	1975	600.00
Estate of George Squibb	104	T	1975	350.00
				<u>\$7,000.00</u>

Signature

Date