

+*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, August 16, 2016
7:00 p.m.**

Public Hearing #1

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on Tuesday, August 16, 2016 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall to hear an application by Pinchy, Inc. d/b/a Three Tides located at 2 Pinchy Lane, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Lounge liquor license, interior and exterior decks.

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

Public Hearing #2

Pursuant to the Special Amusement Ordinance of the City of Belfast and the provision of Title 28-A Section 1054 MRSA a public hearing will be held in the Council Chambers of Belfast City Hall on August 16, 2016 at 7:00 p.m. or as soon as possible thereafter on an application for a Special Amusement Permit for Pinchy, Inc. d/b/a Three Tides for live entertainment, music, vocals - Karaoke, DJ and dancing at 2 Pinchy Lane, Belfast, Maine, interior and exterior decks.

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

Public Hearing #3

The Belfast City Council will hold a Public Hearing on Tuesday, August 16th, 2016, at 7:00 PM, immediately prior to its regularly-scheduled City Council meeting, in the Council Chambers of Belfast City Hall, 131 Church Street, Belfast, Maine, to report on the progress and receive questions regarding the Community Development Block Grant Business Assistance Grant that assisted OnProcess Technology. These grant funds, in the amount of \$800,000, provided funding to OnProcess Technology to be used as working capital, and to purchase telephony, computer, and other equipment. OnProcess Technology has met the grant’s requirement of creating a minimum of 50 new full-time equivalent jobs, with at least 51% of these jobs being taken by qualified low-to-moderate income individuals.

Mayor Ash asked for proponents and opponents.

1. Economic Development Director, Thomas Kittredge provided the following testimony:

In late 2014, the City of Belfast applied, for, and received, a Community Development Block Grant Business Assistant Grant, in the amount of \$800,000, which it used to assist OnProcess Technology, a reverse logistics company based in Ashland, Massachusetts to develop a new facility located within the former MBNA facility in Belfast. These funds

were used by OnProcess Technology as working capital, and to also purchase telephony, computer, and other equipment.

At the time of this public hearing, OnProcess Technology has met all of the requirements for this grant which obligate the City of Belfast.

OnProcess Technology was required to match the \$800,000 grant on at least a dollar-for-dollar basis; at the time of its final reimbursement in December 2015, OnProcess Technology had demonstrated matching funds in excess of \$1,300,000.

OnProcess Technology was required by June 30th, 2017 to create at least 50 new full-time equivalent positions, with at least 51% of those positions to be taken by low-to-moderate income individuals. The Maine Department of Economic and Community Development notified the City of Belfast on November 18th, 2015 that this requirement had been met; at that time, OnProcess Technology had created 103 new full-time equivalent positions, with 87 of those (84% of this number) having been taken by low-to-moderate income individuals. (As of August 12th, 2016, OnProcess Technology has created a total of 170 new full-time equivalent positions, with 45 of those employees residing in Belfast, and another 110 of those employees residing elsewhere in Waldo County.)

The only remaining requirement for OnProcess Technology for this grant is to retain these created jobs until June 30th, 2020; this is an obligation with the Maine Department of Economic and Community Development, and not with the City of Belfast.

2. City Manager Joseph Slocum explained how OnProcess Technology has achieved what they wanted to with this incredibly successful grant; and as a result created new jobs for the Belfast community.

Mayor Ash declared the hearing closed.

Public Hearing #4

The City of Belfast City Council, at its meeting of Tuesday, August 16, 2016, beginning at 7:00 p.m. or as soon as practical thereafter, in the Council Chambers of Belfast City Hall, which is located at 131 Church Street, shall conduct a public hearing regarding proposed amendments to the City Code of Ordinances, Chapter 86, Signs. A prime purpose of the amendments is to 'codify' the current Sign Ordinance so it is in the same format as other City Ordinances. The amendments also establish new standards to allow the display of temporary political signs in the public right-of-way, and to make limited changes to the current sign standards.

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

Regular Council Meeting No. 4

1) Call to order

2) **Present:** Mayor Walter Ash, Jr., Councilors Mary Mortier, Neal Harkness, and Michael Hurley; City Manager Joseph Slocum and Admin. Assistant to the City Manager Manda Cushman.

Absent: Councilors Eric Sanders and John Arrison.

3) Pledge of Allegiance

4) Adoption of the agenda

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

- Add item **10) K #1** Request to support a lease agreement with Waterfall Arts for a small office to be utilized for the Radio Station for \$280/month beginning September 1st.
- Add item **9) I** Facility Use Request for the Annual Passy Pete event on Monday, September 5th.
- Add item **10) P #1** Request to go into Executive Session to discuss a Real Estate matter pursuant to 1M.R.S.A. 405 (6) C.
- Add item **10) K #2** Discussion and possible selection of granite for the Cross Street Project.
- Move item **10) G** Discussion on the enforcement of speeding in the City of Belfast to item **10) B #1**.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adopt the agenda, as amended. This motion was approved, 3-0.

5) Acceptance of the minutes

Special Council Meeting of July 12, 2016 and Regular Council Meeting of August 3, 2016.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from Special Council Meeting of July 12, 2016 and Regular Council Meeting of August 3, 2016. This was approved, 3-0.

6) Open to the public

1. David Carlson, Three Tides and Marshalls Wharf Brewing thanked the Council for their consideration and support of their requests on the agenda.
2. Norm Poirier and David Crabiell updated the public on the Passy Pete and Harbor Fest events.
3. Carol Good spoke on behalf of the Friends of Belfast Parks and thanked Council for consideration of their request on tonight's agenda.

4. Emily Baer introduced herself as the new Executive Director of the Belfast Creative Coalition and gave an organization update.

5. Jim Wentworth of Belfast requested to speak to item 10) A on the agenda.

7) Communications

Councilor Hurley discussed upcoming events in Belfast including Belfast Summer Nights and Waterfall Arts 10th Anniversary Celebration and thanked the Highway Crew for all the work they have done on the Rail Trail.

Councilor Harkness informed the public about the Memorial BBQ for Jerry Savitz.

Councilor Mortier requested clarification on the meeting process for those in the audience who have not attended a meeting before.

Mayor Ash explained the meeting process and reopened ‘Open to the public’ for anyone who didn’t realized that was their opportunity to speak or request to speak during an agenda item.

1. Jim Wentworth requested to speak during agenda item 10) A.

2. Mike Chamberlain requested to speak during agenda item 10) A.

3. LeAnn Ferland requested to speak during agenda item 10) A and 10) I.

4. City Planner Wayne Marshall, noted to the Council that many members of the public are present to speak during agenda item 10) B #1 as part of the presentation.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

A. Request to approve an application by Pinchy, Inc. d/b/a Three Tides located at 2 Pinchy Lane, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Lounge liquor license, interior and exterior decks.

B. Request to approve an application for a Special Amusement Permit for Pinchy, Inc. d/b/a Three Tides for live entertainment, music, vocals - Karaoke, DJ and dancing at 2 Pinchy Lane, Belfast, Maine, interior and exterior deck.

C. Request to approve an off premises catering permit for Pinchy, Inc. d/b/a Three Tides located at 2 Pinchy Lane, Belfast, Maine at Steamboat Landing on August 19, 2016 from 6 PM to midnight.

D. Request to approve an off premises catering permit for the Otis group 18 Salmon St., Belfast me for a catering permit to be used at Belfast city dock on August 10, 2016 from 5 PM to 6 PM

E. Request to approve an off premises catering permit for the Otis group 18 Salmon St., Belfast Maine for a catering permit to be used at the Hutchinson Center on Route 3 in Belfast on August 11, 2016 from 4 PM to 7 PM.

- F. Request to approve a catered function by Trillium Events Inc. PO Box 60, Belfast, ME at the Front Street Shipyard building #5 on September 9, 2016 from 6 to 8 PM.
- G. Request David and Sarah Carlson under Pinchy Inc. doing business as Three Tides and Marshall Wharf Brewing Company to permit live music to be performed at Steamboat Landing until midnight on the evening of Friday 19th for the Harbor Festival Launch Party.
- H. Request to approve an off premises catering permit for American Legion Frank D Hazeltine Post # 43 located at 143 Church St., Belfast, ME to another portion of their premises at 143 Church St. on August 27, 2016 from noon until 11 PM.
- I. Facility Use Request for the Annual Passy Pete event on Monday, September 5th.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the consent agenda. This motion was approved, 3-0.

10) Business

A) Consideration of a recommendation to change the method and design of access to the shore at Highview Terrace.

Parks and Recreation Director Norm Poirier discussed the recommendation to change the access to the shore at Highview Terrace.

Parks and Recreation Commission Chair, Carol Good discussed the unanimous vote by the commission in support to build a straight access on City property.

Jim Wentworth, Highview Terrace resident spoke of concerns with safety and parking if the City decides to add stairs to the rangeway.

Mike Chamberlain, Highview Terrace resident spoke in support of adding stairs and requested that the Council keep the rangeway accessible to all residents.

LeAnn Ferland, Highview Terrace resident requested that the Council consider temporary closure due to safety concerns.

Councilors discussed how to make the Highview Terrace rangeway safe and accessible.

Councilor Harkness, seconded by Councilor Mortier, made a motion to authorize City staff to place a temporary safety sign up at the Highview Terrace rangeway and to table the request to install stairs until the next regular Council meeting in September. This motion was approved, 3-0.

B) Request by the Public Health Nurse Samantha Paradis for the City to serve as a sponsor for a grant application to AARP to create a designation for AARP age friendly status.

City Planner Wayne Marshall introduced Public Health Nurse Samantha Paradis who explained the request to the City Council and what it would mean to Belfast and surrounding communities to join this network.

James Bradney of Bucksport Area Senior Citizen Center explained how Belfast could use Bucksport as a model for how to implement policies and practices to help make Belfast a good place for people of all ages.

Councilor Mortier, seconded by Councilor Harkness, made a motion to support the City of Belfast joining the AARP Network of Age Friendly Communities. This motion was approved, 3-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to support the City of Belfast being an active participant in a recently established Waldo County organization, 'Aging Well in Waldo County'. This is envisioned as a county-wide effort and the mission of the organization is to mobilize local communities to identify and address the unique needs of our aging friends and neighbors, ensuring welcoming, supportive and safe community for all. This motion was approved, 3-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to issue a letter of support for a \$6,000 grant application that will be submitted to AARP through a local non-profit organization to perform an assessment of issues confronting our aging population. No funds are requested of the City at this time, however, City staff and local citizenry will be asked to participate in the program. This motion was approved, 3-0.

B) #1 Discussion on the enforcement of speeding in the City of Belfast.

City Manager Joseph Slocum introduced the discussion and requested time to investigate before reacting.

Chief of Police Mike McFadden reviewed traffic enforcement statistics and suggested utilizing the speed monitor to help the Department pinpoint specific times of day when speeding may increase along Mill Lane.

Councilors discussed options with Chief McFadden on how to reduce speed violations on Mill Lane and throughout Belfast.

Christy Hineman, Mill Lane resident requested a permanent solution to reduce speed on Mill Lane.

Holly Blais, Mill Lane resident discussed a need for a consistent deterrent.

Jacqui Lee, Mill Lane resident discussed traffic issues that are contributing to increased use of Mill Lane as an alternate route.

City Manager Joseph Slocum suggested that the Council consider hiring a traffic engineer to assess Mill Lane and bring forward recommendations, Council unanimously agreed.

C) Request from the Harbor Master, Katherine Pickering to purchase a new outboard motor for the harbor boat.

Harbor Master Katherine Pickering explained the request, reviewed the quotes she received and recommended purchasing a new outboard motor for the harbor boat from Hamlin Marine in Hamden, ME for \$19,897 with funding coming 50-50 from the harbor gas/diesel revenue account lines.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the request by the Harbor Master to purchase a new outboard motor for the harbor boat from Hamlin Marine in Hamden for \$19,897, funding to come from the harbor gas/diesel revenue account lines 1-2210-00 and 1-2200-00. This motion was approved, 3-0.

D) Presentation from Our Town Belfast and the Friends of Midcoast Maine on what we can do in regard to attracting and retaining younger people in our communities.

Executive Director of Our Town Belfast, Breanna Pinkham Bebb and Jane LaFleur representing Friends of Midcoast Maine gave a presentation on the session they held last April regarding millennials and how Belfast can attract and retain younger people.

E) Request from the Friends of Belfast Parks to consider reducing the fee for a memorial bench on the Armistice Bridge in honor of a longtime City activist and volunteer.

Councilors briefly discussed the request to consider reducing the fee for a memorial bench to honor Anita Robertson.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the request from the Friends of Belfast Parks to reduce the fee for a memorial bench on the Armistice Bridge for \$1,500 in honor of Anita Robertson. This motion was approved, 3-0.

F) Request from the Library to appoint Gemma Scott as a full-time library assistant.

No Council discussion.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the request from the Library Director to appoint Gemma Scott as a full-time library assistant. This motion was approved, 3-0.

G) Discussion on the enforcement of speeding in the City of Belfast.

Moved to **B) #1** on the agenda.

H) Request to make additional committee appointments.

Councilor Hurley, seconded by Councilor Harkness, made a motion to move Paul Hamilton from an alternate member to a regular member (5 year term) of the Cemetery Trustees beginning September 2016. This motion was approved, 3-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Declan O'Connor to fill the one year term left by Roger Pickering on the Planning Board and to appoint Jeff Gilchrist to fill a five year term on the Planning Board. This motion was approved, 3-0.

I) Request to temporarily close the Fahy Street rangeway.

Parks and Recreation Director Norm Poirier explained the request for a temporary closure due to safety.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the request by the Parks and Recreation Director Norm Poirier to temporarily close the Fahy Street rangeway and mark it with a warning sign. This motion was approved, 3-0.

J) Update from the Deputy City Planner, Sadie Lloyd, on the LED lighting project and the streetlight replacement program.

Assistant City Planner Sadie Lloyd reviewed building lighting LED retrofit the estimate of the retrofit of the 52 downtown street lights

Councilor Hurley, seconded by Councilor Harkness, made a motion to grant permission for the City Manager to spend an additional \$1,207 on building lighting LED retrofits with the amount allocated from the remaining 7 buildings electricity operating accounts and to approve funding of up to \$8,200 from the Downtown TIF to be utilized on street lighting LED retrofits. This motion was approved, 3-0.

K) Second Reading on amendments to the Belfast Sign Ordinance.

City Planner Wayne Marshall briefly explained the amendments to codify the Belfast Sign Ordinance.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the Second Reading on amendments to the Belfast Sign Ordinance. This motion was approved, 3-0.

K) #1 Request to support a lease agreement with Waterfall Arts for a small office to be utilized for the Radio Station for \$280/month beginning September 1st.

City Manager Joseph Slocum explained the request and recommended that the City authorize a 1 year lease agreement with Waterfall Arts for a small office space for the Radio Station beginning September 1st.

Councilors discussed the request and where possible funding would come from.

Councilor Harkness, seconded by Councilor Hurley, made a motion to accept the request to enter into a 1 year lease agreement with Waterfall Arts for a small office space for the Radio Station beginning September 1st. This motion was approved, 3-0.

K) #2 Discussion and possible selection of granite for the Cross Street Project.

City Planner Wayne Marshall discussed the granite options for the stone wall with Councilors.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept Mystic Mountain as the granite for the stone wall for the Cross Street Project. This motion was approved, 3-0.

L) Request the City Manager to transfer \$120,191.23 from the Wastewater Treatment's Undesignated Fund Account to its Debt Service Account 990-608.

No discussion.

Councilor Mortier, seconded by Councilor Hurley, made a motion to accept the request by the City Manager to transfer \$120,191.23 from the Wastewater Treatment's Undesignated Fund Account to its Debt Service Account (990-608). This motion was approved, 3-0.

M) Request from the City Manager to transfer up to \$14,200 from Wastewater Equipment Reserves for the purchase of pump parts in the amount of up to \$13,000 and computer replacement in the amount of \$1,189.

City Manager Joseph Slocum explained that those funds will go into a new Capital Project for Wastewater Improvements.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request from the City Manager to transfer up to \$14,200 from Wastewater Equipment Reserves for the purchase of

pump parts in the amount of up to \$13,000 and computer replacement in the amount of \$1,189. This motion was approved, 3-0.

N) Request from the City Manager to transfer \$3,636 from the Road Construction Reserves Account to Public Works Budget line 450-577, to cover the cost of the new asphalt in front of First Church.

No discussion.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request from the City Manager to transfer \$3,636 from the Road Construction Reserves Account to Public Works budget line 450-577 to cover the cost of the new asphalt in front of the First Church. This motion was approved, 3-0.

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

Councilor Mortier, seconded by Councilor Hurley, made a motion to go into Executive Session to discuss a Real Estate matter pursuant to 1 M.R.S.A Section 405 (6) C at 10:48 p.m. This motion was approved, 3-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn Executive Session to discuss a Real Estate matter pursuant to 1 M.R.S.A Section 405 (6) C at 11:07 p.m. This motion was approved, 3-0.

P) Consideration of a proposal to purchase land for a new City Public Works Facility.

City Manager Joseph Slocum explained the proposal to purchase land on Crocker Road for a new City Public Works Facility.

Councilors discussed the need to build a new facility and thanked those involved in searching out a viable option.

Councilor Mortier, seconded by Councilor Hurley, made a motion to approve the conditional contract for \$260,000 to buy the property on Crocker Rd. for a new Public Works Facility subject to due diligence items that have been outlined in the contract which include checking that deeds are accurate, that arsenic is checked for the water and that the City will explore vacancy of the property upon closing. This motion was approved, 3-0.

P) #1 Request to go into Executive Session to discuss a Real Estate matter pursuant to 1M.R.S.A. 405 (6) C.

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session to discuss a Real Estate matter pursuant to 1 M.R.S.A Section 405 (6) C at 11:22 p.m. This motion was approved, 3-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn Executive Session to discuss a Real Estate matter pursuant to 1 M.R.S.A Section 405 (6) C at 11:48 p.m. This motion was approved, 3-0.

Q) Signing of Council Orders and housekeeping items.

Council Order # 10 Signed by Councilor Hurley, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$19,897 to purchase a new outboard motor for the harbor boat from Hamlin Marine in Hamden, ME. Funds are to come from the harbor gas/diesel revenue account lines: \$9,948.50 from account 1-2210-00 and \$9,948.50 from account 1-2200-00.

Council Order # 11 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$120,191.23 from the Wastewater Treatment's Undesignated Fund Account to its Debt Service Account 990-608.

Council Order # 12 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$3,636 from the Road Construction Reserves Account to Public Works budget line 450-577 to cover the cost of the new asphalt in front of the First Church.

Council Order # 13 Signed by Councilor Mortier, Ordered That:

Amendments to the City of Belfast Ordinance, Chapter 86, Signs

Editor's Note: All language which is proposed to be added to the Ordinance is identified in **bold red font**. All language which is proposed to be deleted from the Ordinance is identified in **bolded blue strike-through font**. All language which is in **black font** is existing language in the Ordinance, Chapter 86, Signs, which is not changed by the proposed amendments. (See attached text of adopted amendments)

First Reading: July 19, 2016

Second Reading: August 16, 2016

Council Order # 14 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$14,200 from the Wastewater Equipment Reserves into a new Capital Account Wastewater Pump Station

Improvements for the purchase of pump parts in the amount of up to \$13,000 and computer replacement in the amount of \$1,189.

11) Open to the Public

No public comments.

12) Communications

No comments.

13) Adjourn

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn the meeting at 11:49 p.m. This motion was approved, 3-0.

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

ATTEST



AMANDA CUSHMAN, BELFAST MAINE