

\*These are "Action Only" minutes. Video of comments may be found on recorded discs at City Hall or at [www.cityofbelfast.org](http://www.cityofbelfast.org).\*

**City of Belfast  
Council Chambers-Belfast City Hall  
Tuesday, April 18, 2023**

**6:00 p.m.** Request to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A.

Councilor Mortier seconded by Councilor Dean, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:00 p.m. This motion was approved, 4-0 (Councilor Neal Harkness left the room).

Councilor Harkness, seconded by Councilor Hurley, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:56 p.m. This motion was approved, 5-0.

**7:00 p.m.** Regular Council Meeting

**All City Council Meetings and City Committee Meetings will be conducted in-person at Belfast City Hall, effective May 3, 2022.**

**Regular Council Meeting No. 20**

**1) Call to order**

**2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Michael Hurley and Paul Dean; City Manager Erin Herbig and Communications Assistant Mackenzie Barnhart.

**Absent:** Assistant to the City Manager Manda Cushman.

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

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

**5) Acceptance of the minutes**

Regular Council Meeting of April 4, 2023.

Councilor Dean, seconded by Councilor Bonneville, made a motion to accept the minutes from the Regular Council Meeting of April 4, 2023. This motion was approved, 5-0.

**6) A. Open to the public**

City Manager Erin Herbig noted that the Council received 2 emails and no postal mail, prior to noon today which were shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

1. Tim Weitowitz discussed an event being held at the Boathouse on June 22<sup>nd</sup> to celebrate municipal employees.
2. Michael Mercer discussed concerns with RSU 71.

**B. Organization and Department Reports**

No comments.

**7) Communications**

Councilor Dean discussed the importance of emergency responders and their processes.

Councilor Hurley discussed the Keeping Belfast Beautiful event on May 13<sup>th</sup>, requesting volunteers to assist with the event and discussed the recent school shooting.

Mayor Sanders discussed the recent passing of Luetta Pankonin”Scotch.”

**8) Old Business and Council Committee Reports**

No comments.

**9) Permits, Petitions and Licenses - Consent Agenda**

- A. Request to approve a Facility Use Request Application by the Sons of the American Legion Post 43 to utilize Belfast City Park pavilion and surrounding area for the annual Community Chicken BBQ and silent auction on Saturday, August 12, 2023.
- B. Request to approve a Facility Use Request Application by Debbie Murphy to utilize High Street from Market to Main Streets for the 14<sup>th</sup> Annual Belfast Street Party on Monday, August 7, 2023, from 5:00 to 9:30 p.m.
- C. Request to approve a Facility Use Request Application by Come Boating to utilize the area in and around the shed and boat trailer parking lot at the Harbor for the annual Nautical Yard Sale and Launch Day event on Saturday, May 27, 2023, from 9:00 a.m. to 2:00 p.m.
- D. Request to approve a Facility Use Request Application by Duncan Moore to utilize Heritage Park for the annual Bike the US for MS event on the evening of Sunday, May 28, 2023, for 20 participating cyclists to stay overnight.
- E. Request to approve a parade application by the Belfast Area High School Gender and Sexuality Alliance Club for the annual Belfast Pride Parade on Saturday, June 10, 2023, starting at Belfast Area High School at 11:00 a.m. and ending at Heritage Park.
- F. Request to approve an automobile graveyard/junkyard permit for Lorraine Gibbs and Bert Bailey d/b/a Gibbs Auto Sales located at 50 Back Belmont Road, Belfast, ME.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to approve the Consent Agenda. This motion was approved, 5-0.

## 10) Business

A) Request from the Police Chief to confirm Romel Corpuz as a part-time Reserve Officer for the Belfast Police Department.

Police Chief Bobby Cormier reviewed and introduced his recommendation to confirm Romel Corpuz as a part-time Reserve Officer for the Belfast Police Department.

Councilors welcomed Mr. Corpuz to the City of Belfast.

Councilor Brenda Bonneville, seconded by Councilor Neal Harkness, made a motion to confirm Romel Corpuz as a part-time Reserve Officer for the Belfast Police Department. This motion was approved, 5-0.

Interim City Clerk Angie Crosby conducted the swearing-in ceremony.

**B) Request to authorize the City Manager to extend the contract with a Human Resources Administrator through May 31, 2023.**

City Manager Erin Herbig reviewed the request to extend the contract with a Human Resources Administrator through May 31, 2023, and answered Council questions.

Councilor Hurley, seconded by Councilor Dean, made a motion to authorize the City Manager to extend the contract with a Human Resources Administrator through May 31, 2023. This motion was approved, 5-0.

**C) Request from the Belfast Community Co-Op to waive \$11,885.00 in building permit fees associated with their renovation project.**

General Manager Doug Johnson of the Belfast Community Co-Op reviewed the request to waive \$11,885.00 in building permit fees associated with their renovation project and answered Council questions.

Councilor Dean, seconded by Councilor Hurley, made a motion to waive \$11,885.00 in building permit fees for the Belfast Community Co-Op renovation project. This motion was approved, 5-0.

Councilors discussed the decision to waive permit fees and support the Belfast Community Co-Op renovation project.

**D) Request from the Belfast Free Library and the Parks and Recreation Department to install a story walk in Belfast City Park.**

Parks and Recreation Director Norm Poirier and Children's Librarian Stephanie Holman reviewed the request to install a story walk in Belfast City Park and answered Council questions.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to install a 16-piece story walk in Belfast City Park as presented. This motion was approved, 5-0.

**E)** Request to approve a new Facility Use Request Application for Belfast Signing Day in Steamboat Landing Park on Sunday, June 4, 2023, from 10:00 a.m. to 2:00 p.m.

Parks and Recreation Director Norm Poirier reviewed the new Facility Use Request Application for Belfast Signing Day in Steamboat Landing Park on Sunday, June 4, 2023, from 10:00 a.m. to 2:00 p.m. and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the new Facility Use Request Application for Belfast Signing Day in Steamboat Landing Park on Sunday, June 4, 2023, from 10:00 a.m. to 2:00 p.m. This motion was approved, 5-0.

**F)** Request by the Director of Code and Planning to authorize the City Engineer to redesign the intersection of Church Street and Northport Avenue.

Director of Code and Planning Bub Fournier reviewed the request to authorize the City Engineer to redesign the intersection of Church Street and Northport Avenue and answered Council questions.

Councilor Harkness, seconded by Councilor Mortier, made a motion to expend up to \$4,000.00 to hire the City Engineer to generate a design for pedestrian and vehicular improvements at the intersection of Church Street and Northport Avenue based on the rough design by the Pedestrian, Biking and Hiking committee and supported by Code and Planning staff with funding to come from the Sidewalk Improvement/Maintenance account #420-573. This motion was approved, 5-0.

**G)** Request by the Deputy Economic Development Director to submit a letter of interest to Northern Border Regional Commission for partial funding for the Congress/Salmond Streets project.

Deputy Economic Development Director Greg Connors reviewed the request to submit a letter of interest to Northern Border Regional Commission for partial funding for the Congress/Salmond Streets project and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize City staff to submit a letter of interest to NBRC for their consideration of inviting the City of Belfast to apply to the 2023 Catalyst Program for the Congress Street and Salmond Street improvement project and authorize

the City Manager to sign any and all documents necessary for the submission of the letter of interest. This motion was approved, 5-0.

Councilor Michael Hurley thanked Deputy Economic Development Director Greg Connors for his work on the project.

**H)** Request from the Economic Development Director to approve the April 1, 2022 - March 31, 2023, Annual Reports for Congress Street, School Street, and Wight Street Affordable Housing Development and Tax Increment Financing Districts.

Economic Development Director Thomas Kittredge reviewed the request to approve the April 1, 2022 - March 31, 2023, Annual Reports for Congress Street, School Street, and Wight Street Affordable Housing Development and Tax Increment Financing Districts and answered Council questions.

Councilor Dean, seconded by Councilor Hurley, made a motion to approve the Annual Report for Tax Year April 1, 2022-March 31, 2023 for the Congress Street Affordable Housing Development and Tax Increment Financing District; approve the Annual Report for Tax Year April 1, 2022-March 31, 2023 for the School Street Affordable Housing Development and Tax Increment Financing District; approve the Annual Report for Tax Year April 1, 2022-March 31, 2023 for the Wight Street Affordable Housing Development and Tax Increment Financing District; and authorize the Economic Development Director to submit these approved reports to MaineHousing. This motion was approved, 5-0.

**I)** Discussion and consideration on restructuring City Committees.

City Manager Erin Herbig reviewed the committee and staff survey results and answered Council questions.

Councilors discussed committee feedback deciding to continue the discussion further at an upcoming Council Meeting.

**J)** Discussion on a possible City-wide celebration of the 250<sup>th</sup> anniversary of the incorporation of the City of Belfast and City funding support.

Councilors discussed a possible City-wide celebration of the 250th anniversary of the incorporation of the City of Belfast, deciding to continue the discussion at the next City Council Meeting.

**K)** Request to go into Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E at 9:18 p.m. This motion was approved, 5-0.

Councilor Harkness seconded by Councilor Mortier, made a motion to adjourn the Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E at 9:59 p.m. This motion was approved 5-0.

**L)** Signing of Council Orders and housekeeping items.

## **11) Communications**

Councilor Hurley reminded the Council and public of the Belfast Area Chamber of Commerce Business After Hours April 19<sup>th</sup> and the Pride Parade to occur on June 10<sup>th</sup>.

Councilor Dean informed the public of the Sons of the American Legion Post 43 Community Chicken BBQ and silent auction.

## **12) Open to the Public**

1. Michael Mercer discussed the 3-minute open to the public precedent and COVID-19.

## **13) Adjourn**

Councilor Bonneville, seconded by Councilor Hurley, made a motion to adjourn at 10:00 p.m. This motion was approved, 5-0.

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

ATTEST

A handwritten signature in cursive script, appearing to read 'Amanda', written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE