

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, May 16, 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 Harkness, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:03 p.m. This motion was approved, 4-0.

Councilor Dean, 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 7:08 p.m. This motion was approved, 4-0.

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.

Public Hearing #1

Pursuant to Belfast Victualer License ordinance a public hearing will be held on May 16th, 2023, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall on the following applications for a Victualer License renewal, due to expire May 31, 2024.

Theodore Rakis	d/b/a	Alexia's Pizza
Paul Dyer	d/b/a	Allplay Bowling Center LLC
Carlos Laurel	d/b/a	Bay Wrap
Douglas Johnson	d/b/a	Belfast Community Co-op
Belfast Curling Club	d/b/a	Belfast Curling Club
WDQ Inc.	d/b/a	Belfast Dairy Queen
Boiler Day INC	d/b/a	Belfast Variety
Joseph Benjamin	d/b/a	Belfast Variety Rt 52
Jojo Oliphant	d/b/a	Bell The Cat
CN Brown Company	d/b/a	Big Apple Belfast #1037
Bridget & Michael Bowen	d/b/a	Bowen's Tavern
Zai Yong Zhu	d/b/a	China One
David Crabiell	d/b/a	Chocolate Drop Candy Shop
Mac's Convenience Stores	d/b/a	Circle K #4707104

Mac’s Convenience Stores	d/b/a	Circle K #4707011
Jennifer Whitson	d/b/a	Crumb Provision’s
Courtney Sanders	d/b/a	Daily Soup
Anthony Jacovino	d/b/a	Delvino’s Grill & Pasta House
Lisa Mosher	d/b/a	Dockside Family Restaurant
Nathaniel Baer	d/b/a	Downshift Coffee LLC
Danny Costa	d/b/a	Dunkin Donuts (Belmont Ave)
Danny Costa	d/b/a	Dunkin Donuts (Starrett Drive)
Cory Chase	d/b/a	Darby’s Restaurant
Daniel Rock	d/b/a	Fon’s Kitchen
Frank D Hazeltine	d/b/a	Frank D Hazeltine American Legion Post 43
Crusty Crab	d/b/a	Front Street Pub
Hannaford Bros. Co, LLC	d/b/a	Hannaford Supermarket & Pharm #8241
Kevin Barrett	d/b/a	Jack’s Grocery
Daniel Jones	d/b/a	Laan Xang Café`
Moonbat LLC	d/b/a	Marshall Wharf Brewing Co.
Napoli PSC Series LLC	d/b/a	Mcdonalds Restaurant #2501
Michelle Berry	d/b/a	Moonbat City Baking Co.
Rosamond Peters	d/b/a	Nautilus Seafood & Grill
Unidine Corporation	d/b/a	Penobscot Shores
GEL Enterprises LLC	d/b/a	Perry’s Nut House
Connie Bragdon	d/b/a	Randall Collins VFW Post 3108
Nutjarin Sukkasemsri	d/b/a	Rice & Noodle Thai Restaurant
The Otis Group	d/b/a	Rollie’s Bar & Grill
Wind Tracy	d/b/a	Satori Belfast
Under Main LLC	d/b/a	Sophia
B & F Footlong	d/b/a	Subway #10145
Douglas Frost	d/b/a	Tarratine Tribe #13 IORM
Lexa & Nat Clifford	d/b/a	The Alden House Inn
Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Raymelle Moody-Guthrie	d/b/a	The Moody Dog
Maikirk INC.	d/b/a	Traci’s Diner
Michael Casby	d/b/a	Trillium Events, INC.
Waldo County Shrine	d/b/a	Waldo County Shrine Club
Dennis Fuller	d/b/a	Wasses Hot Dogs
Amjosa Enterprises Inc	d/b/a	Wentworth Family Qwik Stop
Ryan Cowan	d/b/a	Wild Cow Creamery
Raymond Young	d/b/a	Young’s Lobster Pond

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

Public Hearing #2

Pursuant to Belfast Bed & Breakfast License Ordinance a public hearing will be held on May 16th, 2023, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall on the following applications for a B&B Class 1 or 2 licenses to expire May 31, 2024.

Alexia & Nathaniel Clifford	d/b/a	The Alden House
Cathy Heffentrager	d/b/a	The Jeweled Turret Inn

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

Regular Council Meeting No. 22

1) Call to order

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

Absent: Councilor Brenda Bonneville and Assistant to the City Manager Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager Erin Herbig requested the following items be added to the Consent Agenda, item **9.M #1** Warrant to Call Regional School Board NO. 71 Budget Meeting 20-A M.R.S. 1485 and item **9.M #2** Request to appoint Fire Chief Patrick Richards as Waldo County Regional Communications Center Advisory Board Member for the City of Belfast.

Councilor Dean, seconded by Councilor Mortier, made a motion to adopt the agenda, as amended. This motion was approved, 4-0.

5) Acceptance of the minutes

Regular Council Meeting of May 2, 2023.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from the Regular Council Meeting of May 2, 2023. This motion was approved, 4-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received 1 email and no postal mail, prior to noon today which was shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

1. Dorothy Havey, Belfast Area Chamber of Commerce Executive Director, announced that the 2023 edition of the Belfast Chamber Guide is now published.
2. Zafra Whitcomb shared concerns about public accessibility to City Council meetings.
3. Michael Mercer shared concerns regarding public input at City Council Meetings.

B. Organization and Department Reports

City Manager Erin Herbig discussed new hires for the City of Belfast on the Consent Agenda, announced that City of Belfast non-emergency facilities will be closed on Monday, May 29th, 2023, in observance of Memorial Day, and introduced two high school interns.

Parks and Recreation Director Norm Poirier provided an update on upcoming events in Belfast.

7) Communications

Councilor Mortier informed the public of the Belfast Pride Parade to occur on Saturday, June 10th, 2023.

Councilor Hurley discussed the turnout at the Keeping Belfast Maine Beautiful event.

Councilor Harkness addressed reasoning for the WBFY Radio streaming failure during the previous Council Meeting and reminded the Council that this week is the 1-year anniversary of the hire of Police Chief Bobby Cormier.

8) Old Business and Council Committee Reports

Broadband Committee Chair Zafra Whitcomb provided an update on the work of the Broadband Committee and answered Council questions.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request from the Fire Chief to confirm John Heald as a part-time EMT for the Belfast Ambulance Department.
- B. Request from the Fire Chief to confirm Bobby Banks as a part-time EMS driver for the Belfast Ambulance Department.
- C. Request from the Fire Chief to confirm Kayden Richards as a part-time EMS driver for the Belfast Ambulance Department.
- D. Request from the Fire Chief to confirm Oli Tarbox as a part-time EMS driver for the Belfast Ambulance Department.
- E. Request to approve a Facility Use Request application by Waterfall Arts for use of Steamboat Landing Park for the annual Funny HAHA event on Saturday, August 12th from 2:00 p.m. to 4:00 p.m.
- F. Request to approve a Facility Use Request application by Our Town Belfast for use of Steamboat Landing Park for the annual Outdoor Movie Series on the following Friday evenings July 14th, July 28th, August 4th, and August 25th.
- G. Request to approve a Lunch Wagon License Permit for Douglas Hufnagel d/b/a Coffeeman located at 3 Main Street, Belfast, Maine.
- H. Request to approve a Lunch Wagon License Permit for Jennifer Stewart d/b/a JC's On-A-Roll located at 15 Front Street, Belfast, Maine.
- I. Request to approve an application by Nautilus Seafood & Grill LLC d/b/a Nautilus Seafood & Grill located at 3 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III, IV) liquor license.
- J. Request to approve an application by Rice & Noodle Thai Restaurant LLC d/b/a Rice & Noodle Thai Restaurant located at 160 Searsport Ave., Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III, IV) liquor license.
- K. Request to approve the following Belfast Victualer License renewals, due to expire May 31, 2024.

Theodore Rakis	d/b/a	Alexia's Pizza
Paul Dyer	d/b/a	Allplay Bowling Center LLC
Carlos Laurel	d/b/a	Bay Wrap
Douglas Johnson	d/b/a	Belfast Community Co-op
Belfast Curling Club	d/b/a	Belfast Curling Club
WDQ Inc.	d/b/a	Belfast Dairy Queen
Boiler Day INC	d/b/a	Belfast Variety
Joseph Benjamin	d/b/a	Belfast Variety Rt 52
Jojo Oliphant	d/b/a	Bell The Cat
CN Brown Company	d/b/a	Big Apple Belfast #1037

Bridget & Michael Bowen	d/b/a	Bowen's Tavern
Zai Yong Zhu	d/b/a	China One
David Crabiel	d/b/a	Chocolate Drop Candy Shop
Mac's Convenience Stores	d/b/a	Circle K #4707104
Mac's Convenience Stores	d/b/a	Circle K #4707011
Jennifer Whitson	d/b/a	Crumb Provision's
Courtney Sanders	d/b/a	Daily Soup
Anthony Jacovino	d/b/a	Delvino's Grill & Pasta House
Lisa Mosher	d/b/a	Dockside Family Restaurant
Nathaniel Baer	d/b/a	Downshift Coffee LLC
Danny Costa	d/b/a	Dunkin Donuts (Belmont Ave)
Danny Costa	d/b/a	Dunkin Donuts (Starrett Drive)
Cory Chase	d/b/a	Darby's Restaurant
Daniel Rock	d/b/a	Fon's Kitchen
Frank D Hazeltine	d/b/a	Frank D Hazeltine American Legion Post 43
Crusty Crab	d/b/a	Front Street Pub
Hannaford Bros. Co, LLC	d/b/a	Hannaford Supermarket & Pharm #8241
Kevin Barrett	d/b/a	Jack's Grocery
Daniel Jones	d/b/a	Laan Xang Caf�
Moonbat LLC	d/b/a	Marshall Wharf Brewing Co.
Napoli PSC Series LLC	d/b/a	Mcdonalds Restaurant #2501
Michelle Berry	d/b/a	Moonbat City Baking Co.
Rosamond Peters	d/b/a	Nautilus Seafood & Grill
Unidine Corporation	d/b/a	Penobscot Shores
GEL Enterprises LLC	d/b/a	Perry's Nut House
Connie Bragdon	d/b/a	Randall Collins VFW Post 3108
Nutjarin Sukkasemsri	d/b/a	Rice & Noodle Thai Restaurant
The Otis Group	d/b/a	Rollie's Bar & Grill
Wind Tracy	d/b/a	Satori Belfast
Under Main LLC	d/b/a	Sophia
B & F Footlong	d/b/a	Subway #10145
Douglas Frost	d/b/a	Tarratine Tribe #13 IORM
Lexa & Nat Clifford	d/b/a	The Alden House Inn
Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Raymelle Moody-Guthrie	d/b/a	The Moody Dog
Maikirk INC.	d/b/a	Traci's Diner
Michael Casby	d/b/a	Trillium Events, INC.
Waldo County Shrine	d/b/a	Waldo County Shrine Club
Dennis Fuller	d/b/a	Wasses Hot Dogs
Amjosa Enterprises Inc	d/b/a	Wentworth Family Qwik Stop
Ryan Cowan	d/b/a	Wild Cow Creamery
Raymond Young	d/b/a	Young's Lobster Pond

- L. Request to approve the following renewal Belfast Bed & Breakfast License, for a B&B Class 1 or 2 licenses, due to expire May 31, 2024.

Alexia & Nathaniel Clifford
Cathy Heffentrager

d/b/a The Alden House
d/b/a The Jeweled Turret Inn

M. Request to appoint Mackenzie Barnhart as a Deputy Clerk/Deputy Tax Collector for the City Clerk Department.

M. #1 Warrant to Call Regional School Board NO. 71 Budget Meeting 20-A M.R.S. 1485

M. #2 Request to appoint Fire Chief Patrick Richards as Waldo County Regional Communications Center Advisory Board Member for the City of Belfast.

Councilor Hurley, seconded by Councilor Mortier, made a motion to approve the Consent Agenda, as amended. This motion was approved, 4-0.

10) Business

A) Request from the Fire Chief to confirm David Walsh as a full-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request and introduced David Walsh to the Council and public.

Councilor Mortier, seconded by Councilor Hurley, made a motion to confirm David Walsh as a full-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department. This motion was approved, 4-0.

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

B) Request from the Director of Code and Planning to appoint Allison Naumann as the Administrative Assistant for the Belfast Code and Planning Department.

Director of Code and Planning Bub Fournier reviewed the request and introduced Allison Naumann to the Council and public.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Allison Naumann as the Administrative Assistant for the Belfast Code and Planning Department. This motion was approved, 4-0.

C) Request from the Director of Code and Planning to appoint Jennifer Cormier as the Coordinator for the Belfast Code and Planning Department.

Director of Code and Planning Bub Fournier reviewed the request and introduced Jennifer Cormier to the Council and public.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Jennifer Cormier as the Coordinator for the Belfast Code and Planning Department. This motion was approved, 4-0.

Interim City Clerk Angie Crosby conducted the swearing-in ceremony for both Allison Naumann and Jennifer Cormier.

D) Request to approve a one-year contract extension with Comdoctor.net, Inc. for IT Services for the City of Belfast.

City Manager Erin Herbig reviewed the request to approve a one-year contract extension with Comdoctor.net, Inc. for IT Services for the City of Belfast and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to authorize the City Manager to enter into a one-year contract extension with Comdoctor.net, Inc. to provide information technology services to the City of Belfast for the period of July 1st, 2023 to June 30th, 2024; to authorize the City Manager to sign any documents related and necessary to the execution of the contract extension with Comdoctor.net, Inc.; and authorize funding in the amount of \$7,908.20 per month to pay for Comdoctor.net, Inc. estimated service costs for the period of July 1st, 2023 to June 30th, 2024, this is a total of \$94,898.40, which will be included in the FY23-24 City budget proposal account #110-834 City Administration IT services. This motion was approved, 4-0.

E) Request to accept and award the bids for the Wight Street Infrastructure Improvement Project.

Mandy Holway P.E., Vice President, Construction Services Manager of Olver Associates Inc. reviewed the bids and answered Council questions.

Councilor Dean, seconded by Councilor Hurley, made a motion to approve accept the bids as presented and to award the bid for the Wight Street Infrastructure Improvements Project to Nitram Excavation for the scope of work including the alternate bid at a total contract amount

of \$2,126,280.00, with funding to come from account #730- Wight Street Infrastructure Improvements Project. This motion was approved, 4-0.

F) Request from the Wastewater Superintendent to transfer \$18,190.00 from the Wastewater Capital Reserve to the operating budget to purchase flowmeters and variable frequency drives for the Wastewater Treatment Plant.

Wastewater Superintendent Travis Jones reviewed the request and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve transfer \$18,190, to be allocated from the Wastewater Department's Capital Reserves Account into the Wastewater Outside Services account #990-613 to pay for the equipment and work outlined in the quotes received from M C Electric Co., Inc. and Penta Corp. for the replacement of the return sludge pump flowmeters and variable frequency drives (VFDs) at the Wastewater Treatment Plant. This motion was approved, 3-0 (Councilor Hurley left the room).

G) Presentation from the Economic Development Director and Penobscot Community Health Care Project Management and Strategy Director Richard Baker regarding the submission of an application to the Community Development Block Grant Public Service Grant Program on behalf of Penobscot Community Health Center.

Presentation by Economic Development Director Thomas Kittredge and Penobscot Community Health Care Project Manager and Strategy Director Richard Baker regarding the submission of an application to the Community Development Block Grant Public Service Grant Program on behalf of Penobscot Community Health Center.

H) Public Hearing regarding the submission of an application to the Community Development Block Grant Public Service Grant Program on behalf of Penobscot Community Health Center.

PUBLIC HEARING NOTICE

THE CITY OF BELFAST

The City of Belfast will hold a Public Hearing on Tuesday, May 16th, 2023, as part of its regularly scheduled City Council meeting, which begins at 7:00pm on that date, at Belfast City Hall, 131 Church Street, Belfast, Maine, to discuss an application being submitted to the State of

Maine CDBG program for a Public Service Program Grant. The purpose of the grant application is to provide financial assistance to the Penobscot Community Health Center to allow them to purchase furniture, fixtures, and/or equipment for a new dental clinic in Belfast. Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to attend this Public Hearing.

Comments may be submitted in writing to: Thomas Kittredge, Economic Development Director for the City of Belfast, Belfast City Hall, 131 Church Street, Belfast Maine, 04915; or via email to: economicdevelopment@cityofbelfast.org at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City of Belfast's programs or services, please contact Thomas Kittredge at (207) 338-3370, extension 116, so that accommodations can be made.

Mayor Sanders asked for proponents and opponents.

1. Zafra Whitcomb expressed concerns about the application and the limited accessibility this facility will have within the community.
2. Michael Mercer expressed opposition to the application as he believes non-citizens will utilize the facility.

Mayor Sanders declared the hearing closed.

I) Discussion and possible vote regarding the submission of an application to the Community Development Block Grant Public Service Grant Program on behalf of Penobscot Community Health Center.

Economic Development Director Thomas Kittredge answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the submission of an application to the Community Development Block Grant Public Service Program on behalf of Penobscot Community Health Center; and authorize the City Manager to sign any documents related and necessary to the submission of the application. This motion was approved, 4-0.

J) Presentation from the Economic Development Director regarding the termination of the Congress Street Affordable Housing Development and Tax Increment Financing District.

Presentation by Economic Development Director Thomas Kittredge regarding the termination of the Congress Street Affordable Housing Development and Tax Increment Financing District.

K) Public hearing regarding the termination of the Congress Street Affordable Housing Development and Tax Increment Financing District and its Development Program.

CITY OF BELFAST
NOTICE OF PUBLIC HEARING

regarding

The Termination of an Existing Affordable Housing Development and Tax Increment Financing District Known as the “Congress Street Affordable Housing Development and Tax Increment Financing District” and its Development Program:

Notice is hereby given that the Belfast City Council will hold a public hearing on Tuesday, May 16th, 2023, as part of its regularly scheduled City Council meeting, which begins at 7:00 PM. The purpose of the public hearing is to receive public comments on: 1) the termination of an existing affordable housing development and tax increment financing district called the Congress Street Affordable Housing Development and Tax Increment Financing District, consisting of one parcel located on the western side of Congress Street in Belfast, Maine with an estimated area of 4.22 acres; and 2) the termination of the existing development program therefor, all in accordance with Title 30-A, Part 2, Subpart 8, Chapter 206, Subchapter 3, Sections §5245-§5250-G of the Maine Revised Statutes, as amended.

Persons may also submit comments at any time up until 3:00 PM on Tuesday, May 16th, 2023, either in writing to: Thomas Kittredge, Economic Development Director for the City of Belfast, Belfast City Hall, 131 Church Street, Belfast, Maine, 04915; or via email to: economicdevelopment@cityofbelfast.org. All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

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

L) Discussion and consideration regarding the termination of the Congress Street Affordable Housing Development and Tax Increment Financing District.

No Council discussion.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the termination of Congress Street Affordable Housing Development and Tax Increment Financing District and the Development Program for the District; sign the supplied City Council resolution and authorize the City Clerk to certify it; and authorize the Economic Development Director to submit the signed and certified resolution to MaineHousing. This motion was approved, 4-0.

M) Presentation from the Economic Development Director regarding the designation of the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, the authorization of a Credit Enhancement Agreement with DC 115 Congress LP, and the authorization of a Credit Enhancement Agreement with DC 115A Congress LLC.

Presentation by Economic Development Director Thomas Kittredge regarding the designation of the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, the authorization of a Credit Enhancement Agreement with DC 115 Congress LP, and the authorization of a Credit Enhancement Agreement with DC 115A Congress LLC.

N) Public hearing regarding the designation of the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, the authorization of a Credit Enhancement Agreement with DC 115 Congress LP, and the authorization of a Credit Enhancement Agreement with DC 115A Congress LLC.

CITY OF BELFAST
NOTICE OF PUBLIC HEARING

regarding

The Designation of an Affordable Housing Development and Tax Increment Financing District to Be Known as the “115 Congress Street Affordable Housing Development and Tax Increment Financing District” and the Adoption of a Development Program:

Notice is hereby given that the Belfast City Council will hold a public hearing on Tuesday, May 16th, 2023, as part of its regularly scheduled City Council meeting, which begins at 7:00 PM. The purpose of the public hearing is to receive public comments on: 1) the designation of a new affordable housing development and tax increment financing district called the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, consisting of one parcel located on the western side of Congress Street in Belfast, Maine with an estimated area of 4.22 acres; and: 2) the adoption of a development program therefor, all in accordance with Title 30-A, Part 2, Subpart 8, Chapter 206, Subchapter 3, Sections §5245-§5250-G of the Maine Revised Statutes, as amended. Such development program will also include the authorizing of credit enhancement agreements with developers and owners of affordable housing projects located within the district.

A copy of the proposed development program and related materials will be on file at the Planning & Codes Department, top floor, Belfast City Hall, 131 Church Street, Belfast, Maine, and may be reviewed there during the hours of 8:00 AM and 6:00 PM, Monday through Thursday. Persons may also submit comments at any time up until 3:00 PM on Tuesday, May 16th, 2023, either in writing to: Thomas Kittredge, Economic Development Director for the City of Belfast, Belfast City Hall, 131 Church Street, Belfast, Maine, 04915; or via email to: economicdevelopment@cityofbelfast.org. All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

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

O) Discussion and consideration regarding the designation of the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, the authorization of a Credit Enhancement Agreement with DC 115 Congress LP, and the authorization of a Credit Enhancement Agreement with DC 115A Congress LLC.

Economic Development Director Thomas Kittredge answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the designation of the 115 Congress Street Affordable Housing Development and Tax Increment Financing District and the adoption of a Development Program for the District; sign the supplied City Council resolution and have it certified by the City Clerk; authorize the City Manager to sign the affordable housing development and tax increment financing district application; approve the Credit Enhancement Agreement with DC 115 Congress LP, and authorize the City Manager to sign any documents related to

or necessary for the Agreement; and approve the Credit Enhancement Agreement with DC 115A Congress LLC, and authorize the City Manager to sign any documents related to or necessary for the Agreement; and authorize the Economic Development Director to submit the signed affordable housing development and tax increment financing district application, the approved Credit Enhancement Agreements, and all related and necessary documents to MaineHousing. This motion was approved, 4-0.

P) Discussion and possible vote regarding the submission of an application to the Northern Border Regional Commission Catalyst Program and the commitment of matching funds for that application.

Economic Development Director Thomas Kittredge reviewed the request regarding the submission of an application to the Northern Border Regional Commission Catalyst Program and the commitment of matching funds for that application and answered Council questions.

City Manager Erin Herbig discussed the context for the approach to the application submission.

Councilor Mortier, seconded by Councilor Hurley, made a motion to submit an application to the Northern Border Regional Commission Catalyst Program during the current cycle (due on June 2nd); commit matching funds; authorize the City Manager to sign the supplied resolution empowering her to act on behalf of the City of Belfast as the Authorized Official; if electing to submit the application this cycle; and authorize the City Manager to sign any and all documents related and necessary to the submission of the application if electing to submit the application this cycle. This motion was approved, 4-0.

Q) Request from the Harbor Master and Economic Development Director to apply for the Maine DMR Shore and Harbor Grant for funding to administer a sedimentation study for the Breakwater Project.

Harbor Master Kathy Given and Economic Development Director Thomas Kittredge reviewed the request to apply for the Maine DMR Shore and Harbor Grant for funding to administer a sedimentation study for the Breakwater Project and answered Council questions.

Councilor Hurley, seconded by Councilor Dean, made a motion to authorize the submission of an application to the Shore and Harbor Planning Grant program for \$50,000.00, authorize matching funds in the amount of \$5,000.00, to be taken from the ENK Fund; and authorize the City Manager to sign any documents related and necessary to the submission of the application. This motion was approved, 4-0.

R) Request from the Harbor Master to apply for the 2023-2024 Harbor Management Access Grant for funding to build floats.

Harbor Master Kathy Given reviewed the request to apply for the 2023-2024 Harbor Management Access Grant for funding to build floats and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve to authorize City staff to apply for the 2023-2024 HMA grant; authorizing the cash match in the amount of \$1,000.00 to be allocated from the Harbor ENK Fund; and authorize the City Manager to sign any documents required for this application. This motion was approved, 4-0.

S) Request to accept the 2023 Project Canopy Assistance Grant.

City Manager Erin Herbig briefly reviewed the request and answered Council questions.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the Project Canopy Planting and Maintenance Grant for \$10,000 with a 50/50 match from the City, to plant new tree canopies along the City of Belfast Rail Trail and in Downtown Belfast and to authorize the City Manager to sign the agreement and general assurances with the Maine Forest Services. This motion was approved, 4-0.

T) Request from David Hurley for funding of up to \$1,000.00 to create and install a display panel next to the Harborwalk regarding the Sturgeon Mural Project.

Parks and Recreation Director Norm Poirier and David Hurley reviewed the request from David Hurley for funding of up to \$1,000.00 to create and install a display panel next to the Harborwalk regarding the Sturgeon Mural Project and answered Council questions.

Councilor Mortier discussed details of the project and the involvement of Our Town Belfast.

City Manager Erin Herbig noted that if approved by Council, it would be recommended that funding come from the Undesignated Fund Balance, as this was not budgeted for this year.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the request from David Hurley for funding of up to \$1,000.00 to create and install a display panel next to the Harborwalk regarding the Sturgeon Mural Project, with funding to come from the Undesignated Fund Balance. This motion was approved, 4-0.

U) Request from the Parks and Recreation Director to approve a new Facility Use Request by the Belfast Area Chamber of Commerce to utilize Steamboat Landing Park on Thursday, June 22, 2023, at 5:30 p.m. for a “Thank You” concert.

Parks and Recreation Director Norm Poirier reviewed the new Facility Use Request by the Belfast Area Chamber of Commerce to utilize Steamboat Landing Park on Thursday, June 22, 2023, at 5:30 p.m. for a “Thank You” concert and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to approve the new Facility Use Request by the Belfast Area Chamber of Commerce to utilize Steamboat Landing Park on Thursday, June 22, 2023, at 5:30 p.m. for a “Thank You” concert. . This motion was approved, 3-0 (Councilor Harkness left the room).

V) Discussion on Housing and Property Development Committee priorities.

The Council discussed committee priorities and membership terms unanimously agreeing to the to hold a joint Work Session with the Housing and Property Development Committee on Tuesday, July 5th at 6:00 PM to hear the priorities of the members on the committee.

W) Request to approve a CMP pole permit for one new pole located on Congress Street.

City Manager Erin Herbig briefly reviewed the request to approve a CMP pole permit for one new pole located on Congress Street.

Councilor Mortier, seconded by Councilor Dean, made a motion to approve the CMP pole permit for one new pole located on Congress Street. This motion was approved, 4-0.

Councilor Neal Harkness requested permission from the Council to allow Zafra Whitcomb to share his concerns about the agenda item.

Zafra Whitcomb expressed his concerns about the notification and communication of installing poles.

City Manager Erin Herbig explained the process of pole installation notification.

X) Request to approve a pole permit by Cipp's Power Line Construction for one new pole located on Pitcher Road.

City Manager Erin Herbig briefly reviewed the request to approve a pole permit by Cipp's Power Line Construction for one new pole located on Pitcher Road.

Councilor Mortier, seconded by Councilor Dean, made a motion to approve Cipp's Power Line Construction pole permit for one new pole located on Pitcher Road. This motion was approved, 4-0.

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

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 9:38 p.m. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 10:01 p.m. This motion was approved, 4-0.

Z) Signing of Council Orders and housekeeping items.

Council Order #74 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to accept \$1,000.00 as a contribution for the City granting sponsorship of a bench along the Harbor Walk in honor of Belfast native, Bobby Gerrish. Funding is to be placed into Park Maintenance account #610-585 for the purchase a new bench in the future. (Approved May 2, 2023)

Council Order #75 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$4,950.00 to help support the City-wide celebration of the 250th anniversary of the incorporation of the City of Belfast with various expenses. Funding is to come from the Undesignated Fund Balance. (Approved May 2, 2023)

Council Order #76 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$7,908.20 per month or a total of \$94,898.40, for one-year contract extension with Comdoctor.net, Inc. to provide information technology services to the City of Belfast for the period of July 1st, 2023, to June 30th, 2024. Funding, which will be included in the FY23-24 City budget proposal, is to come from account #110-834 City Administration IT services. (Approved May 16, 2023)

Council Order # 77 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2,126,280.00 to Nitram Excavation for the Wight Street Infrastructure Improvements Project, for the scope of work including the alternate bid. Funding is to come from account #730- Wight Street Infrastructure Improvements Project. (Approved May 16, 2023)

Council Order #78 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$18,190.00, to be allocated from the Wastewater Department's Capital Reserves Account into the Wastewater Outside Services account #990-613 to pay for the equipment and work outlined in the quotes received from M C Electric Co., Inc. and Penta Corp. for the replacement of the return sludge pump flowmeters and variable frequency drives (VFDs) at the Wastewater Treatment Plant. (Approved May 16, 2023)

Council Order #79 Signed by Councilor Hurley Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$5,000.00, as the City’s matching funds for the Shore and Harbor Planning Grant program for which the City is applying for a \$50,000.00 grant for funding to administer a sedimentation study for the Breakwater Project. Funding is to come from the Harbor ENK Fund. (Approved May 16, 2023)

Council Order #80 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,000.00, as the City’s cash match for the 2023-2024 Harbor Management Access Grant for which the City is applying for funding to build floats for an estimated total of \$17,147.32. Funding is to come from the Harbor ENK Fund. (Approved May 16, 2023)

11) Communications

Councilor Hurley provided an update on the Belfast 250th Anniversary event planning and informed the public of the afterlife celebration of Mike Roach.

12) Open to the Public

Michael Mercer expressed concerns about the cover of the Belfast Chamber of Commerce 2023 Chamber Guide.

13) Adjourn

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn at 10:02 p.m. This motion was approved, 4-0.

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