

\*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, June 20, 2023**

**6:00 p.m.** Request to go into Executive Session on a Legal matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Harkness, seconded by Councilor Dean, made a motion to go into Executive Session on a Legal matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E at 6:01 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Legal matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E at 6:37 p.m. This motion was approved, 5-0.

**6:30 p.m.** Budget Hearings

**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. 24**

**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.

Assistant to the City Manager Manda Cushman arrived at 7:42 p.m.

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

City Manager Erin Herbig requested to amend the agenda to add item 10) A #1 Request to expend up to \$4,000 to replace the CAT 2000 chemical controller for the City Park Pool.

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

**5) Acceptance of the minutes**

Regular Council Meeting of June 6, 2023.

Councilor Harkness, seconded by Councilor Dean, made a motion to accept the minutes from the Regular Council Meeting of June 6, 2023. This motion was approved, 5-0.

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

City Manager Erin Herbig noted that Council received 1 email and 0 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. Carol Good, Parks and Recreation Commission member, discussed the proposed committee restructuring and welcomed the new Parks and Recreation Director.
2. Jon Beal, Climate Crisis Committee member, discussed the proposed committee restructuring.
3. Glenn Montgomery, Pedestrian, Biking and Hiking Committee member, discussed the committee's goals and thanked Council.
4. Mike Mercer of Belfast discussed concerns about public parking and the RSU 71 School Budget.

**B. Organization and Department Reports**

Parks and Recreation Director Norm Poirier reviewed upcoming events within the City of Belfast.

City Manager Erin Herbig provided an update on the repair of the fence by the Boathouse and provided an update on FEMA funding for the storm damage.

**7) Communications**

Councilor Harkness clarified the proposed subdivisions access to Route 52.

Councilor Hurley discussed Juneteenth and the closing of the Hutchinson Center.

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

No comments.

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

- A. Request to approve an Incorporated Civic Organization License for the Belfast Area Chamber of Commerce for the annual Arts in the Park event on June 24 & 25, 2023, from 10:00 a.m. to 7:00 p.m. located at 34 Commercial Street, Belfast, Maine.
- B. Request to approve a catering permit for The Otis Group d/b/a Rollie's Bar & Grill for the Midcoast Board of Realtors event on June 15, 2023, from 4:00 p.m. to 8:00 p.m. located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine.

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

**10) Business**

A) Request to appoint Zachary Dozier of Searsport as the new Parks and Recreation Director for the City of Belfast.

City Manager Erin Herbig introduced Zachary Dozier of Searsport as the new Parks and Recreation Director for the City of Belfast.

Councilors discussed the hiring process, thanking the hiring committee for their time and welcomed Mr. Dozier to the City of Belfast.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Zachary Dozier of Searsport as the new Parks and Recreation Director for the City of Belfast, effective July 7, 2023. This motion was approved, 5-0.

A) #1 Request to expend up to \$4,000 to replace the CAT 2000 chemical controller for the City Park Pool.

Parks and Recreation Director Norm Poirier reviewed the request.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the City Manager and Treasurer to expend up to \$4,000 to replace the CAT 2000 chemical controller for the City

Park Pool with funding from Account #720-916 USCG Parking Lot Project. This motion was approved, 5-0.

**B) Discussion regarding addressing accessibility within the City of Belfast.**

Belfast residents Neva Allen and Aynne Ames were not present.

Councilors recommended tabling the item until the July 5<sup>th</sup> Council Meeting.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to table Discussion regarding addressing accessibility within the City of Belfast until the July 5<sup>th</sup> Regular City Council Meeting. This motion was approved, 5-0.

**C) Discussion and action on restructuring City Committees.**

City Manager Erin Herbig reviewed the proposed restructuring of City Committees and answered Council questions.

Bruce Snider, Glenn Montgomery and David Loxtercamp committee members of the Pedestrian, Biking and Hiking Committee provided feedback on the proposed restructuring and impact on their current committee.

Councilors reviewed the proposed standardization of membership process, making edits to include feedback provided by committee members.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the proposed phase one of the restructuring of City Committees, with the exception of the Harbor Walk and Rail Trail Committee and the Parks and Recreation Commission. This motion was approved, 5-0.

**D) Update from the Communications Assistant on various openings on City Committees and Boards.**

Communications Assistant Mackenzie Barnhart reviewed the openings and applications received.

Councilor Mortier, seconded by Councilor Dean, made a motion to appoint all applicants who are requesting reappointment, this includes: James Truxes, Jonathan Plengey, and David Aldrich to the Airport Advisory Committee; Zafra Whitcomb to the Broadband Committee; Joyce Fenner and Amanda

Munson to the Cemetery Board of Trustees; Gerald Brand to the Climate, Energy, and Utilities Committee; Joanne Moesswilde and John B. Turner to the Harbor Advisory Committee; Richard Swain and Dorothy Havey to the Library Board of Trustees; Bruce Snider, Bill Durkin, David Loxtercamp, and Cara Harshman to the Pedestrian, Transportation, and Accessibility Committee; Gianne Connard to the Planning Board; Bruce Osgood to the Water District Trustees; and Peter Nesin to the Zoning Board of Appeals. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to schedule interviews with all new committee applicants on July 18, 2023, starting at 5:40 p.m. for eight, ten-minute, interviews. This motion was approved, 5-0.

E) Request to authorize City staff to apply to the Municipal Partnership Initiative grant program for the Route 1 and Route 52 intersection improvement project and to commit required local matching funds.

Economic Development Director Thomas Kittredge reviewed the request to authorize City staff to apply to the Municipal Partnership Initiative grant program for the Route 1 and Route 52 intersection improvement project and to commit required local matching funds and answered Council questions.

Councilor Mortier, seconded by Councilor Hurley, made a motion to authorize the submission of an application to the MPI grant program, requesting an amount of funding of \$400,000.00; commit required matching funds for this application; and authorize the City Manager to sign any and all documents necessary for the submission of this application. This motion was approved, 5-0.

F) Request to authorize the enrollment of the City of Belfast into the Community Resilience Partnership, and to authorize City staff to apply to the Partnership for a Community Action Grant.

Economic Development Director Thomas Kittredge reviewed the request to authorize the enrollment of the City of Belfast into the Community Resilience Partnership and discussed City staff to applying to the Partnership for a Community Action Grant, noting that this could wait until the July 5<sup>th</sup> City Council Meeting as the deadline is July 7<sup>th</sup>, and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to sign the supplied resolution in support of the City of Belfast enrolling in the Community Resilience Partnership; authorize the submission of materials to the Governor's Office of Policy Innovation and the Future in order to enroll the City of Belfast in the Community Resilience Partnership. This motion was approved, 5-0.

**G)** Request by Airport Manager Kenn Ortmann to sign the Project Contract Modification #1 with Airport engineering consultant McFarland Johnson for "Procurement Assistance and Construction Services for Design, Bidding, and Construction Phase Services for Crack Seal Runway 15-33 and Other Airfield Pavements at Belfast Municipal Airport".

Airport Manager Kenn Ortmann reviewed the request to sign the Project Contract Modification #1 with Airport engineering consultant McFarland Johnson for "Procurement Assistance and Construction Services for Design, Bidding, and Construction Phase Services for Crack Seal Runway 15-33 and Other Airfield Pavements at Belfast Municipal Airport" and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to authorize the City Manager to sign Project Contract Modification #1 with airport engineering consultant McFarland Johnson, in the amount of \$10,750.00, for "Procurement Assistance and Construction Services for Design, Bidding, and Construction Phase Services for Crack Seal Runway 15-33 and Other Airfield Pavements at Belfast Municipal Airport". This motion was approved, 4-0 (Councilor Harkness stepped out of the room).

**H)** Request to remove 5 City Street trees.

City Manager Erin Herbig reviewed the five locations, 124 Congress Street, 50 Salmond Street, 1 Alto Street, 61 Wight Street, and 16 Church Street with the City Council.

Councilor Hurley, seconded by Councilor Harkness, made a motion to remove the following City street trees 50 Salmond Street (at the property owners expense), 1 Alto Street, 61 Wight Street, and 16 Church Street. This motion was approved, 5-0.

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

## **11) Communications**

Councilor Hurley discussed the Comp Plan Public Hearing, the going away celebration for Tom and Debbie Murphy and the founders of the Game Loft retirement.

Councilor Bonneville reminded the public of the 250<sup>th</sup> Anniversary of Belfast celebration to be held on Wednesday, June 21<sup>st</sup> at 4:00 p.m. at City Hall.

Mayor Sanders discussed the recent Belfast Has Pride Parade, noting that it was a great turn out.

Councilor Dean reminded the public of the American Legion BBQ on July 1<sup>st</sup> in Belfast City Park.

**12) Open to the Public**

1. Mike Mercer of Belfast discussed concerns with Curbside Belfast and newly planted City trees.

**13) Adjourn**

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn at 9:55 p.m. This motion was approved, 5-0.

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