

\*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, July 18, 2023**

**6:00 p.m.** Committee Interviews

**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. 2**

**1) Call to order**

**2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, and Paul Dean; City Manager Erin Herbig and Deputy City Manager Manda Cushman.

**Absent:** Councilor Michael Hurley.

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

Mayor Eric Sanders noted the request to add item **10) A #1** Request from the Friends of Belfast Parks to replace part of the walkway at Walsh Field.

Councilor Harkness, 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 July 5, 2023.

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

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

City Manager Erin Herbig noted that Council received four 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. Mike Mercer of Belfast discussed no trespass orders and requested the City Council and Mayor resign immediately.
2. Carol Good of Belfast introduced Sarah Bridwell as the new President of the Friends of Belfast Parks and discussed item 10) A #1 on the agenda and informed the public of the 15<sup>th</sup> Anniversary of the Dog Park.
3. Steve Brown of Belfast discussed concerns with the City's willingness to provide the VFW with property for a new location, siting two times in which they have been interested in a piece of land.

**B. Organization and Department Reports**

City Manager Erin Herbig noted that the City has two new hires on the Consent Agenda Emma Downing as a part-time EMT and Kaitlin Jacob as a part-time Paramedic for the Belfast Ambulance Department.

Chief of Police Bobby Cormier and Deputy Chief of Police Dean Jackson recognized Detective Damon Lefferts and Sgt. Detective Dan Fitzpatrick with Outstanding Criminal Investigation Awards.

**7) Communications**

Councilor Harkness and Mayor Sanders responded to Steve Brown's concerns and noted that the City is open and willing to work with the VFW to find an appropriate new home when the right piece of property is available.

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

- Consideration of Committee Appointments.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Kathy Given to the Airport Advisory Committee. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Gabriel Cohen and David Aguiar to the Parks and Recreation Commission. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Dean, made a motion to appoint David Aguiar to the Pedestrian, Transportation and Accessibility Committee. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to move Lewis Baker to a full member and to appoint Shannon Shimer as an alternate member of the Planning Board. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint John Cronin as an alternate member of the Zoning Board of Appeals. This motion was approved, 4-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to reappoint Paul Hamilton to the Cemetery Board of Trustees. This motion was approved, 4-0.

Councilors discussed setting up committee interviews for the remaining applicants at 6:00 pm on August 15, 2023, and thanked all those who have served on City committees.

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

- A. Request from the Fire Chief to confirm Emma Downing as a part-time EMT for the Belfast Ambulance Department.
- B. Request from the Fire Chief to confirm Kaitlin Jacob as a part-time Paramedic for the Belfast Ambulance Department.
- C. Request to approve a Facility Use Request application by the Maine Celtic Celebration Committee for use of Belfast Common, Steamboat Landing Park and Front Street between Miller and Commercial Streets for the annual Maine Celtic Celebration on July 21 through July 23, 2023.
- D. Request to approve a Special Amusement Permit for Luke Olson d/b/a Sophia for live music, DJ, Karaoke, dancing, and all live entertainment located at 84 Main Street, Belfast, Maine, indoor only.
- E. Request to approve an application by Under Main LLC d/b/a Sophia located at 84 Main Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III, IV) liquor license.
- F. Request to approve an application by Darby's Inc. d/b/a Darby's Restaurant and Pub located at 155 High Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Restaurant/Lounge (Class XI) liquor license.
- G. Request to approve a catering permit for Crusty Crab LLC d/b/a Front Street Pub for the Maine Celtic Celebration on July 21-23, 2023, from 10:00 a.m. to 6:00 p.m. located at the Belfast Commons, Belfast, Maine.
- H. Request to approve a catering permit for Crusty Crab LLC d/b/a Front Street Pub for the Holy Mackerel Tournament on July 29-30, 2023, from 8:00 a.m. to 9:00 p.m. located at the Parking Area next to Front Street Bub, Belfast, Maine.

- I. Request to approve a qualified catering organization permit for Bar Harbor Catering Company for a wedding on July 15, 2023, from 4:00 p.m. to 10:00 p.m. located at Belfast Marina, 15 Front Street, Belfast, Maine.

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

## 10) Business

A) Request from the Economic Development Director to appoint Joellyn Warren of Belfast as the new Deputy Economic Development Director.

Deputy Economic Development Director Thomas Kittredge reviewed the request to appoint Joellyn Warren of Belfast as the new Deputy Economic Development Director.

Councilor Mortier, seconded by Councilor Dean, made a motion to appoint Joellyn Warren of Belfast as the new Deputy Economic Development Director. This motion was approved, 4-0.

A) #1 Request from the Friends of Belfast Parks to replace part of the walkway at Walsh Field.

Parks and Recreation Director Zach Dozier explained the request from the Friends of Belfast Parks to replace part of the walkway at Walsh Field, noting that if approved by Council the Friends of Belfast Parks have offered to oversee and fund the project which will cost \$2,700.00 to complete and answered Council questions.

Councilors thanked the Friends of Belfast Parks for taking on this project and funding it in full and congratulated them on 15 years since the opening of the Belfast Dog Park.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept the proposal from the Friends of Belfast Parks to oversee and fund the project to replace the walkway at Walsh Field. This motion was approved, 4-0.

B) Presentation on the proposed City of Belfast Fiscal Year 2023-2024 Budget.

Finance Director Amy Bradford and City Manager Erin Herbig reviewed the proposed budget, thanking City staff, the City Council and the Mayor for their time and work to put it together.

**C) Public Hearing on the proposed City of Belfast Fiscal Year 2023-2024 Budget.**

Mayor Sanders asked for proponents and opponents.

1. Bill Dirkin of Belfast thanked the Council on behalf of the Pedestrian, Transportation and Accessibility for funding their request for a comprehensive plan project within the next fiscal year.
2. Mike Mercer of Belfast noted that he contested the RSU #71 School Budget.

Mayor Sanders declared the hearing closed.

**D) Discussion and possible vote on the proposed City of Belfast Fiscal Year 2023-2024 Budget.**

Councilors discussed the budget process, thanking the City Manager, Finance Director, Deputy City Manager and all the Department Heads for their work on this year's budget.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the Fiscal Year 2023-2024 City of Belfast Budget as presented and reviewed by the City Council. This motion was approved, 4-0.

**E) Request from the Fire Chief to accept the Stephen and Tabitha King Foundation Grant Award.**

Deputy Fire Chief Chris Kulbe reviewed the request accept the Stephen and Tabitha King Foundation Grant Award and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to accept the Stephen and Tabitha King Foundation Grant Award funds of \$15,000.00 and to authorize the Fire Department to utilize these grant funds along with an additional \$2,895.00 from the Fire Departments Jaws of Life Account #1-2100-00 to purchase a battery powered extrication tool for a total of \$17,895.00 from Harrison Schrader Enterprises. This motion was approved, 4-0.

F) Request from the Police Chief to accept \$12,188.00 in drug forfeiture money.

Chief of Police Bobby Cormier reviewed the request to accept \$12,188.00 in drug forfeiture money and answered Council questions.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the funds of \$12,188.00 and to place these funds into account GL#1-2347-00 Drug Forfeiture. This motion was approved, 4-0.

G) Request from the Harbor Master to put out an RFQ for the City of Belfast Harbor Sedimentation Project.

Harbor Master Kathy Given reviewed the request to put out an RFQ for the City of Belfast Harbor Sedimentation Project and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept this Shore and Harbor Planning Grant funding of \$50,000.00, approve matching funds of 10% or \$5,000.00 to come from the Harbor Department ENK Fund, approve allowing the City Manager to sign any necessary paperwork/contracts for this project, and approve sending out an RFQ to find a contractor for this project. This motion was approved, 4-0.

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

Councilor Dean, 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 8:09 p.m. This motion was approved, 4-0.

Councilor Harkness, 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 9:00 p.m. This motion was approved, 4-0.

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

**Council Order #3** Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to accept the Stephen and Tabitha King Foundation Grant Award funds of \$15,000.00 and to authorize the Fire Department to expend the \$15,000.00 grant funds along with an additional \$2,895.00 from the Fire Departments Jaws of Life Account #1-2100-00 to purchase a battery powered extrication tool for a total of \$17,895.00 from Harrison Schrader Enterprises. (Approved on July 18, 2023)

**Council Order #4** Signed by Councilor Harkness Ordered That:

The City Manager and the City Treasurer are authorized to accept the drug forfeiture funds of \$12,188.00 and to place these funds into account GL#1-2347-00 Drug Forfeiture. (Approved on July 18, 2023)

**Council Order #5** Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to accept the Shore and Harbor Planning Grant funding of \$50,000.00, and to authorize matching funds of up to 10% or \$5,000.00 to come from the Harbor Department ENK Fund. (Approved on July 18, 2023)

**11) Open to the Public**

1. Mike Mercer of Belfast discussed concerns with various projects and needed repairs throughout the City.

**12) Communications**

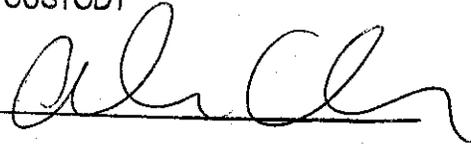
No communications.

**13) Adjourn**

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn at 9:00 p.m. This motion was approved, 4-0.

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 Cushman', written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE