

\*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, August 1, 2023**

**6:00 p.m.** Council Work Session with the Housing and Property Development Committee.

\*Work Session postponed until Tuesday, August 15, 2023, at 6:00 p.m.\*

**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. 3**

**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 Deputy City Manager Manda Cushman.

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

Councilor Bonneville, 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 July 18, 2023.

Councilor Dean, seconded by Councilor Bonneville, made a motion to accept the minutes from the Regular Council Meeting of July 18, 2023. This motion was approved, 5-0.

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

City Manager Erin Herbig noted that Council received no email 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.
2. Jim Roberts of Belfast thanked the Belfast Police Department on behalf of the Randle Collins VFW for recovering their stolen bottle trailer and discussed the need to find a new building for their operation.

## **B. Organization and Department Reports**

- John Steed provided an organizational update on behalf of Come Boating!
- Economic Development Director Thomas Kittredge gave an update on the City of Belfast Adult Softball Team's Championship win.
- Director of Code and Planning Bub Fournier notified the Council and public of upcoming Planning Board public hearings.

## **7) Communications**

Councilor Bonneville discussed the Belfast Street Party, thanking all who helped make it a successful event.

Councilor Harkness discussed the recent fire at the Wentworth Event Center, acknowledging the Belfast Fire Department and Waldo CAP.

Councilor Dean requested that a discussion on use of jake breaks in the City of Belfast be added to the next Council agenda as well as a discussion on accessibility projects for this fiscal year.

Councilor Hurley discussed the Wentworth Event Center fire and the Belfast Street Party.

Mayor Sanders discussed all that the City does, acknowledging the Council and staff for always listening to concerns and doing the best they can for the citizens of Belfast.

Councilor Mortier noted that the owner of the Moody Dog occupied commercial kitchen space in the Wentworth Event Center and encouraged citizens to support this local business by stopping by the food truck.

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

Councilor Hurley reminded the public that the Council Work Session with the Housing and Property Development Committee is rescheduled for Tuesday, August 15, 2023, at 6:00 p.m.

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

- A. Request to approve an application by Crumbs Provisions, LLC d/b/a Crumbs Provisions located at 2 Spring Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III, IV) liquor license.
- B. Request to approve an application by Bell the Cat, INC d/b/a Bell the Cat, INC located at 15 Belmont Ave., Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III, IV) and Qualified Caterer liquor license.
- C. Request to approve an application by Moonbat LLC d/b/a Marshall Wharf Brewing Company located at 36 Marshall Wharf, Belfast, Maine for a renewal Malt and Vinous Class III and IV liquor license.

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

**10) Business**

A) Request from the City Clerk to appoint Andrew Legacy of Belfast as the new Deputy City Clerk.

City Clerk Angie Crosby and City Manager Erin Herbig reviewed the request to appoint Andrew Legacy as the new Deputy City Clerk.

City Clerk Angie Crosby conducted the swearing-in ceremony.

Councilor Bonneville, seconded by Councilor Hurley, made a motion to appoint Andrew Legacy as the new Deputy City Clerk. This motion was approved, 5-0.

B) Request from the Interim Assessor to appoint Brooks Taber-Grotton of Belmont as the new Assistant Assessor.

City Manager Erin Herbig reviewed the request to appoint Brooks Taber-Grotton as the new Assistant Assessor, noting that the Assessing Department has been at Property Tax School this week.

Councilor Dean, seconded by Councilor Harkness, made a motion to appoint Brooks Taber-Grotton as the new Assistant Assessor. This motion was approved, 5-0.

C) Request from the Interim Assessor to approve the name of a new private road.

City Manager Erin Herbig reviewed the request to approve the name “Rockwater Way” for the privately owned right of way servicing two landowners at Map 36, Lots 11-A and 118-A-1.

Councilor Dean, seconded by Councilor Harkness, made a motion to approve the name “Rockwater Way” for the privately owned right of way servicing two landowners at Map 36, Lots 11-A and 118-A-1. This motion was approved, 5-0.

D) Request from the Police Chief to confirm Ashley Babcock of Bangor as a full-time Police Officer for the Belfast Police Department.

Police Chief Bobby Cormier and City Manager Erin Herbig reviewed the request to confirm Ashley Babcock as a full-time Office for the Belfast Police Department.

City Clerk Angie Crosby conducted the swearing-in ceremony.

Councilor Mortier, seconded by Councilor Hurley, made a motion to confirm Ashley Babcock as a full-time Office for the Belfast Police Department. This motion was approved, 5-0.

E) Request from the Police Chief to purchase a new Police Cruiser for \$47,800.00.

Police Chief Bobby Cormier reviewed the request noting that he was able to trade in vehicle #102 as part of this purchase, which brings the total expense down to \$39,094.00 from the Department’s Purchase of Equipment account #220-535 for the purchase of a 2023 Ford PUI Hybrid from Quirk Auto Group.

Councilor Dean, seconded by Councilor Harkness, made a motion to expend up to \$39,094.00 from the Department’s Purchase of Equipment account #220-535 for the purchase of a 2023 Ford PUI Hybrid from Quirk Auto Group. This motion was approved, 5-0.

**F)** Request from the Public Works Director to accept the bids for road salt and to award the bid to the lowest bidder.

Public Works Director Bob Richards reviewed the request to accept the bids as presented and award the bid to the lowest bidder, New England Salt Co. LLC with funding to be expended from account #410-570 Public Works Salt and Calcium.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the bids for road salt as presented and award the bid to the lowest bidder, New England Salt Co. LLC with funding to be expended from account #410-570 Public Works Salt and Calcium. This motion was approved, 5-0.

**G)** Request from the Public Works Director to accept the bids for diesel fuel and to award the bid to the lowest bidder.

Public Works Director Bob Richards reviewed the request to accept the bids for diesel fuel as presented and award the bid to the lowest bidder, Maritime Energy with funding is to be expended from account #410-567 Public Works Gas, Oil, Grease and Diesel.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bids as presented and award the bid to the lowest bidder, Maritime Energy with funding is to be expended from account #410-567 Public Works Gas, Oil, Grease and Diesel. This motion was approved, 5-0.

**H)** Request from the Cemetery Superintendent to donate four sections of the old Doak Road Fence to the Town of Waldo.

City Manager Erin Herbig reviewed the request to donate four sections of the old Doak Road Fence to the Town of Waldo.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to donate four sections of the old Doak Road Fence to the Town of Waldo free of charge. This motion was approved, 5-0.

I) Request to authorize the submission of a letter of intent to the National Oceanic and Atmospheric Administration Climate Resilience Regional Challenge for the Belfast Breakwater.

Economic Development Director Thomas Kittredge reviewed the request to authorize the submission of a letter of intent to the National Oceanic and Atmospheric Administration Climate Resilience Regional Challenge for the Belfast Breakwater.

Councilor Mortier, seconded by Councilor Bonneville, made a motion that should the Belfast Breakwater not be included in the State of Maine’s letter of intent submitted to the National Oceanic and Atmospheric Administration Climate Resilience Regional Challenge, the City of Belfast will submit its own letter of intent to this program, for the Belfast Breakwater and two additional eligible projects. This motion was approved, 5-0.

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

Councilor Harkness, seconded by Councilor Bonneville, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 8:12 p.m. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 8:28 p.m. This motion was approved, 5-0.

K) 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 Dean, seconded by Councilor Mortier, 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 8:28 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) C at 9:28 p.m. This motion was approved, 5-0.

L) Discussion and possible action regarding property located at tax Map 19, Lot 3.

No discussion or action taken.

G) Signing of Council Orders and housekeeping items.

**Council Order #6** Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to trade in vehicle #102 for \$11,885.98 and expend up to \$39,094.00 for the purchase of a 2023 Ford PUI Hybrid from Quirk Auto Group. Funding for the new vehicle is to come from the Police Department's Purchase of Equipment account #220-535. (Approved August 1, 2023)

**Council Order #7** Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$70.00 per ton delivered for road salt for FY23-24 from New England Salt Co. LLC. Funding to be expended from account #410-570 Public Works Salt and Calcium. (Approved August 1, 2023)

**Council Order #8** Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2.8545 rack price with a margin of \$.125 cents over rack price for a delivered price of \$2.9795 for FY 23-24 diesel fuel from Maritime Energy. Funding is to be expended from account #410-567 Public Works Gas, Oil, Grease and Diesel. (Approved August 1, 2023)

## 11) Open to the Public

1. Angela Hill of Belfast discussed item **10) L** on the agenda, thanking Council for their consideration.
2. Mike Mercer of Belfast discussed the fire at the Wentworth Event Center and concerns with Free Masons.

## 12) Communications

Councilor Hurley discussed the recent odor in the City and requested that the City Manager give more detail.

City Manger Erin Herbig explained in more detail what was causing the odor and what the City is doing, noting that it would take time for the smell to dissipate, but that staff is hopeful that it will clear out within the next day or so.

Councilor Dean noted that staff at the Wastewater Treatment Plant may want to look into the timing of certain operations to elevate this type of issue in the future.

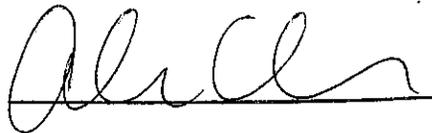
Councilor Harkness thanked the Belfast Fire Department for being courteous of citizens by not using their sirens when responding to late night fires.

### 13) Adjourn

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn at 9:28 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



AMANDA CUSHMAN, BELFAST MAINE