

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
Wednesday, November 8, 2023**

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

Councilor Hurley, seconded by Councilor Bonneville, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:01 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:45 p.m. This motion was approved, 5-0.

6:45 p.m. Climate, Energy and Utility Committee Student Member Interview

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 held on November 8, 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 New Victualer License, due to expire May 31, 2024.

The Only Doughnut of Maine LLC d/b/a The Only Doughnut/Sherian Swindell

Councilor Hurley asked for proponents and opponents and hearing none declared the hearing closed.

Regular Council Meeting No. 9

1) Call to order

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

Absent: Mayor Eric Sanders (arrived at 8:12 p.m.)

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager Erin Herbig noted the following requested amendments:

- Remove item, 10) C. Request to enter into a lease agreement with the Belfast Co-Op for use of a section of Belfast Yards.
- Replace item 10) C. with a request from the Colonial Theatre to have two parking spaces blocked off on Saturday, November 18th from 1-5PM for its Re-Open House event.

Councilor Hurley noted that he would recommend making a motion to table 7) Communications until Mayor Sanders arrives.

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

5) Acceptance of the minutes

Regular Council Meeting of October 17, 2023.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from the Regular Council Meeting of October 17, 2023. This motion was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received one 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. Chris Bitely of Belfast introduced himself to the public as he was elected to service as Ward 4 Councilor.

2. Kyle Walton and Alice Seeger representing the Colonial Theatre discussed the plans for the Open House on Saturday, November 18th and invited the Council and the public to attend.

B. Organization and Department Reports

City Manager Erin Herbig reviewed City facility Veteran's Day Closures.

7) Communications

Councilor Harkness, seconded by Councilor Hurley, made a motion to table Communications. This motion was approved, 5-0.

8) Old Business and City Committee Reports

- Consideration of a Committee Appointment to the Climate, Energy and Utilities Committee.

Councilor Dean, seconded by Councilor Mortier, made a motion to appoint Maeve Littlefield as student member of the Climate, Energy and Utilities Committee. This motion was approved, 5-0.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request to approve an application by Belfast Curling Club d/b/a Belfast Curling Club located at 211 Belmont Ave., Belfast, Maine for a renewal Malt, Spirituous and Vinous Other (Curling Club) liquor license.
- B.** Request to approve an application by Belfast Theatre Arts Company d/b/a Colonial/ Hawthorne Theatre Arts Collaborative located at 163 High Street, Belfast, Maine for a new Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.
- C.** Request to approve an application for a Special Amusement Permit by Jim Boulier d/b/a Belfast Curling Club for live entertainment, music, vocals – Karaoke, DJ and dancing located at 211 Belmont Ave., Belfast, Maine, interior and exterior.
- D.** Request to approve an off-premises catering permit for Bell the Cat Inc. d/b/a Bell the Cat Inc. for a Come Boating event on October 20, 2023 from 6:00 p.m. to 9:00 p.m. located at the Belfast Boathouse, 34 Commercial Street, Belfast, Maine.
- E.** Request to approve an Itinerant Vendor's Permit for David Atherton d/b/a Eagle Spirit Health LLC located at 84 Moosehead Trail Hwy., Brooks, Maine offering holistic spray for muscle cramps.
- F.** Request to approve a New Victualer License, due to expire May 31, 2024, on the following applications:

The Only Doughnut of Maine, LLC d/b/a The Only Doughnut/Sherian Swindell

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

10) Business

A) Request to appoint Steve Wilson, Bub Fournier, and Jennifer Cormier as Code Enforcement Officers for the City of Belfast Code and Planning Department.

Director of Code and Planning Bub Fournier reviewed the request to appoint Steve Wilson, Bub Fournier, and Jennifer Cormier as Code Enforcement Officers for the City of Belfast Code and Planning Department.

Councilor Dean, seconded by Councilor Harkness, made a motion to reappoint Code Enforcement Officers Steve Wilson and Bub Fournier and appoint Code and Planning Coordinator Jennifer Cormier as a Code Enforcement Officer for the City of Belfast. This motion was approved, 5-0.

B) Request from the Director of Code and Planning to update the City of Belfast Code and Planning Fee Schedule to incorporate February 2023 building valuation data.

Director of Code and Planning Bub Fournier reviewed the request to update the City of Belfast Code and Planning Fee Schedule to incorporate February 2023 building valuation data and answered Council questions.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to direct City staff to incorporate the February 2023 Building Valuation Data Tables into the fee schedule effective immediately. This motion was approved, 5-0.

C) Request from the Colonial Theatre to have two parking spaces blocked off on Saturday, November 18th from 1-5PM for its Re-Open House event.

Kyle Walton Executive Director of the Colonial Theatre noted that if approved, they would like to request assistance from the Belfast Public Works Department to block off those two spaces.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to approve the request from the Colonial Theatre to have two parking spaces blocked off on Saturday, November 18th from 1-

5PM for its Re-Open House event, with assistance from the Belfast Public Works Department. This motion was approved, 5-0.

D) Request from the Economic Development Director to renew the monitoring services for the City of Belfast Solar Array located on Crocker Road in order to continue to be able to sell solar renewable energy certificates.

Economic Development Director Thomas Kittredge reviewed the request to renew the monitoring services for the City of Belfast Solar Array located on Crocker Road in order to continue to be able to sell solar renewable energy certificates and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to renew the monitoring service for the solar array located on Crocker Road with Also Energy/Locus for a period of five years, September 12, 2023, through September 12, 2028, at a cost of \$7,180, to be expended from the Energy Savings Account #820-938. This motion was approved, 5-0.

E) Request from the Wastewater Superintendent to approve Sewer Abatements for MCI Belfast MHP, LLC located at 104 Swan Lake Ave. for \$4,993.20 and \$10,789.40.

Wastewater Superintendent Travis Jones reviewed the request to approve Sewer Abatements for MCI Belfast MHP, LLC located at 104 Swan Lake Ave. for \$4,993.20 and \$10,789.40 and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to authorize the two abatements for MCI Belfast MHP, LLC located at 104 Swan Lake Ave. in Belfast for account #1321 Chickadee Circle totaling \$4,993.20 and for account #1323 Cardinal Circle totaling \$10,789.40 with the understanding that they would not be eligible for another abatement for the next three years and the agreed to outside meter is installed for the property. This motion was approved, 5-0.

F) Request from the Wastewater Superintendent to transfer up to \$75,000.00 from the Department's Capital Reserve Account to their operating budget to purchase a new truck for the Wastewater Department.

Wastewater Superintendent Travis Jones reviewed the request to transfer up to \$75,000.00 from the Department's Capital Reserve Account to their operating budget to purchase a new truck for the Wastewater Department and answered Council questions.

Councilor Dean, seconded by Councilor Harkness, made a motion to transfer up to \$75,000.00 from the Department's Capital Reserve Account #990-537, into the Department's Equipment and Parts Account # 990-611 for the purchase of a new truck for the Wastewater Department. This motion was approved, 5-0.

G) Request to remove a City tree located at 299 High Street as part of the City's Phase One CSO Reduction Project.

Wastewater Superintendent Travis Jones reviewed the request to remove a City tree located at 299 High Street as part of the City's Phase One CSO Reduction Project and answered Council questions.

Councilor Harkness, seconded by Councilor Dean, made a motion to authorize the removal of the City tree located at 299 High Street as part of the City's Phase One CSO Reduction Project. This motion was approved, 5-0.

H) Request from the property owner to remove a City tree located at 75 Cedar Street.

City Manager Erin Herbig briefly reviewed the request to from the property owner to remove a City tree located at 75 Cedar Street.

Councilors discussed the health and safety of the tree.

Councilor Harkness, seconded by Councilor Dean, made a motion to authorize the removal of the City tree located at 75 Cedar Street. This motion was approved, 5-0.

D) Request to authorize the Finance Director to transfer the perpetual care funds collected in Fiscal Year 2022-2023 in the amount of \$13,000 to the Cemetery Trust Fund.

City Manager Erin Herbig reviewed the request to transfer the perpetual care funds collected in Fiscal Year 2022-2023 in the amount of \$13,000 to the Cemetery Trust Fund.

Councilor Mortier, seconded by Councilor Dean, made a motion to authorize the transfer of the perpetual care funds collected in FY22-23 in the amount of \$13,000 to the Cemetery Trust Fund. This motion was approved, 5-0.

J) Request to authorize payment of \$954.83 to the Belfast Water District for the installation of a new waterline and meter at the west end of the Belfast Footbridge.

City Manager Erin Herbig reviewed the request to authorize payment of \$954.83 to the Belfast Water District for the installation of a new waterline and meter at the west end of the Belfast Footbridge and answered Council questions.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to authorize the payment of \$954.83 to the Belfast Water District from the Harbor Walk Construction Account #730-770 for the new water line and meter as part of this project. This motion was approved, 5-0.

K) Request to approve a CMP pole permit for one new pole located on Belmont Avenue.

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

Councilor Dean, seconded by Councilor Mortier, made a motion to approve a CMP pole permit for one new pole located on Belmont Avenue. This motion was approved, 5-0.

L) Signing of Council Orders and housekeeping items.

Council Order #28 Signed by Councilor Hurley Ordered That:

The City Manager and the City Treasurer are authorized to accept the \$25.00 donation and to place it into the Police Revenue Account. (Approved October 17, 2023)

Council Order #29 Signed by Councilor Hurley Ordered That:

The City Manager and the City Treasurer are authorized to accept the \$300.00 donation and to place it into the Police Revenue Account. (Approved October 17, 2023)

Council Order #30 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend an additional \$103.00 for the purchase of memorial benches, totaling \$4,103.00. With funding to come from the Harbor Walk account # 730-770. (Approved October 17, 2023)

Council Order #31 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$140,000.00 as the downpayment for the purchase of the former Waldo County Superior Court Building from the County of Waldo. Funding is to come from the Undesignated Fund Balance. (Approved October 17, 2023)

Council Order #32 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$7,180.00 for monitoring service for the solar array located on Crocker Road with Also Energy/Locus for a period of five years, September 12,2023 through September 12,2028. Funding to come from the Energy Savings Account #820-938. (Approved November 8, 2023)

Council Order #33 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to abate up to \$15,782.60 for MCI Belfast MHP, LLC located at 104 Swan Lake Ave. for two Sewer Abatements for the following accounts: #1321 Chickadee Circle totaling \$4,993.20 and #1323 Cardinal Circle totaling \$10,789.40. (Approved November 8, 2023)

Council Order #34 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$75,000.00 from the Wastewater Treatment Department's Capital Reserve Account #990-537, into the Department's Equipment and Parts Account # 990-611 for the purchase of a new truck for the Wastewater Department. (Approved November 8, 2023)

Council Order #35 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to transfer the perpetual care funds collected in FY22-23 in the amount of \$13,000 to the Cemetery Trust Fund. (Approved November 8, 2023)

Council Order #36 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$954.83 to the Belfast Water District for the installation of a new waterline and meter at the west end of the Belfast Footbridge. Funding is to come from the Harbor Walk Construction Account #730-770. (Approved November 8, 2023)

11) Open to the Public

No comments.

12) Communications

Councilor Harkness congratulated Mayor Sanders and Councilor Bonneville on their reappointment and congratulated Chris Bitely on being elected to the Ward 4 Councilor position, discussed the recent passing of Baird Whitlock of Belfast, and discussed the City of Belfast being a welcoming place for all.

Councilor Bonneville congratulated both Mayor Sanders and Chris Bitely on the election.

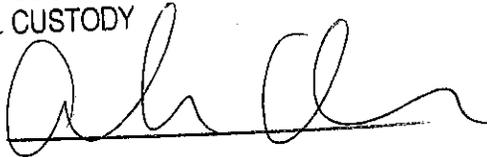
Councilor Hurley noted that the swearing-in ceremony for elected officials for the City of Belfast will be held on Monday, November 13th at 10:00 a.m. at City Hall, he discussed the plan for the 250th Anniversary Time Capsule and discussed his service to the City for 23 years and how much the City has done in that time, not just by the elected officials but by staff, organizations, businesses, volunteers and residents.

Mayor Sanders thanked Councilor for his service and for being an inspiration to himself and many others.

13) Adjourn

Councilor Harkness, seconded by Councilor Hurley, made a motion to adjourn at 8:28 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