

\*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, November 21, 2023**

**6:30 p.m.** Request to go into an Executive Session on a Legal matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to go into Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E at 6:30 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn the Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E at 7:01p.m. This motion was approved, 5-0.

**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 held on November 21st, 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.

Belfast Theatre Arts Company, INC. d/b/a The Colonial Theatre

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

**Regular Council Meeting No. 10**

- 1) Call to order**
- 2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Chris Bitely and Paul Dean; City Manager Erin Herbig and Deputy City Manager Manda Cushman.
- 3) Pledge of Allegiance**

**4) Adoption of the agenda**

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

**5) Acceptance of the minutes**

Regular Council Meeting of November 8, 2023.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from the Regular Council Meeting of November 8, 2023. This motion was approved, 5-0.

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

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

1. Amanda Cunningham, Executive Director of Our Town Belfast reviewed upcoming holiday events.
2. Mike Hickcox of Belfast thanked the Belfast Police Department for their assistance.
3. Alice Hickcox of Belfast thanked the City of Belfast for their work on improving the intersection and pedestrian access at High Street and Church Street.

**B. Organization and Department Reports**

City Manager Erin Herbig reviewed the City facility closures for Thanksgiving and informed the public of the road closures for the Annual Tree lighting.

**7) Communications**

The Mayor and Councilors welcomed newly elected Councilor Bitely.

Councilor Harkness requested that the City have extra security for the Annual Menorah Lighting on December 7<sup>th</sup>.

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

No comments.

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

- A. Request to approve a New Victualer License, due to expire May 31, 2024, on the following applications:
- Belfast Theatre Arts Company, INC.      d/b/a      The Colonial Theatre
- B. Request to approve an application by Dos Gatos Gastropub, LLC d/b/a Dos Gatos Gastropub located at 84 Main Street, Belfast, Maine for a new Malt, Spirituous and Vinous Restaurant (Class I, II, III, IV) liquor license.
- C. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Bingo) for Tarratine Tribe #13 I.O.R.M & AUX located at 153 Main Street, Belfast, Maine. This approval is granted from January 1, 2024, through December 31, 2024.
- D. Request to approve an off-premises catering permit for Delvino LLC d/b/a Delvino’s Grill & Pasta House for the Chamber of Commerce Awards Dinner on November 3, 2023, from 4:00 p.m. to 10:00 p.m. located at the United Farmers Market, 18 Spring Street, Belfast, Maine.

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

**10) Business**

- A) Discussion with the City Clerk on election polling locations.

City Manager Erin Herbig, Clerk Angie Crosby and Deputy City Clerk Andrew Legacy discussed with the City Council the recommendation to host Wards 1-4 at the Tarratine Tribe Hall and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to adopt the proposal to host Wards 1-4 at the Tarratine Tribe Hall beginning in March 2024. This motion was approved, 5-0.

- B) Request from the Cornerspring Montessori School to install reduced speed limit signage on lower Congress Street.

Cornerspring Montessori School Board of Trustee Members Jennifer Albee and Paul Brown and Director of Code and Planning Bub Fournier reviewed the proposal to install reduced speed limit signage on lower Congress Street and answered Council questions.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adopt the request from the Cornerspring Montessori School to install reduced speed limit signage on lower Congress Street, as presented. This motion was approved, 5-0.

**C) Council discussion regarding the Right of Way and a turnaround area on Priscilla Lane.**

City Planner Jon Boynton and Director of Code and Planning Bub Fournier discussed with the City Council the Right of Way and a turnaround area on Priscilla Lane and answered Council questions.

City Manager Erin Herbig discussed timeline and current City paving budget.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adopt the Sandersons proposal, should the subdivision be approved by the Planning Board, to have the City Council approve the widening of the Right of Way of Priscilla Lane and for the City to construct the turnaround area as presented. This motion was approved, 5-0.

**D) Discussion on Council appointment to City Committees.**

City Manager Erin Herbig reviewed the proposal regarding Council representation on specific City Committees.

Councilor Harkness expressed interest in serving on the Housing and Property Development Committee.

Councilor Bonneville expressed interest in serving on the Pedestrian, Transportation and Accessibility Committee, as they now meet on the 2<sup>nd</sup> Monday of the month at 6:00 p.m. at the library.

Councilor Bitely noted that he will be attending the Climate, Energy and Utilities Committee meeting to determine if it will be a good fit and will report back.

Councilor Dean, seconded by Councilor Harkness, made a motion to appoint Councilor Harkness as the Council representative to the Housing and Property Development Committee and Councilor Bonneville as the Council representative to the Pedestrian, Transportation and Accessibility Committee. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to appoint Mike Hurley as a member of the Housing and Property Development Committee and as a member to the Harbor Walk and Rail Trail Committee. This motion was approved, 5-0.

E) Signing of Council Orders and housekeeping items.

**11) Open to the Public**

No comment.

**12) Communications**

Councilor Dean reminded the public of the sand shed at Public Works and to check their fire detectors.

Councilor Bonneville wished everyone a happy Thanksgiving.

Councilor Bitely thanked the Mayor and Council for their support and looks forward to working together.

Mayor Sanders reminded everyone to think of those in need this holiday and thanked organizations like Waldo CAP and the Soup Kitchen for helping those in our community who need it.

**13) Adjourn**

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn at 8:05 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