

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
Tuesday, December 5, 2023**

6:30 p.m. Request to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Mortier, 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 6:30 p.m. This motion was approved, 4-0 (Councilor Dean absent for vote).

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 7:03 p.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.

Regular Council Meeting No. 11

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

Mayor Eric Sanders noted the request from Councilor Bonneville to add item **10) I #1** Council discussion on harbor port-a-potties.

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

5) Acceptance of the minutes

Regular Council Meeting of November 21, 2023.

Councilor Dean requested confirmation that the minutes being approved included the minor revision that was brought to the Council’s attention prior to the meeting. The revision was confirmed by the City Manager.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from the Regular Council Meeting of November 21, 2023. This motion was approved, 5-0.

6) A. Open to the public

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

1. Laura Baker of Belfast expressed concerns with the recent decision by the City Council to have Wards 1-4 vote at the Tarratine Tribe and requested that Council reconsider.
2. Christopher Hyke of Belfast discussed concerns with the proposed 30% increase from the Water District.

B. Organization and Department Reports

Director of Code and Planning Bub Fournier provided an update on the upcoming Planning Board Ordinance Amendment workshop next Wednesday, December 13th at 6:00 p.m.

7) Communications

Councilor Harkness informed the public of the Annual Menorah Lighting starting at 3:30 p.m. on Thursday, December 7th and requested that a discussion addressing why the Council moved the voting locations to the Tarratine Tribe be added to the December 19th Council Meeting.

Councilor Bonneville discussed the recent visit to BCOPE and encouraged the Council to visit and learn more about this wonderful program.

Councilor Bitely noted that the first storm was on Monday and thanked City staff who work through the night to ensure the roads are cleared for travel.

8) Old Business and City Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an application by Frank D. Hazeltine American Legion Post #43 d/b/a V.F.W. American Legion located at 134 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club with Catering (Class I) liquor license.
- B. Request to approve an application for a Special Amusement Permit by Frank D. Hazeltine American Legion Post #43 d/b/a V.F.W. American Legion for live entertainment, music, vocals – Karaoke, DJ and dancing located at 134 Church Street, Belfast, Maine, interior only.
- C. Request to approve an off-premises catering permit for Bell the Cat, INC d/b/a Bell the Cat for the Waldo County Counsel Christmas event on December 1, 2023 from 5:00 p.m. to 7:00 p.m. located at the County Copy Center, 15 Main Street, Belfast, Maine.
- D. Request to approve an Incorporated Civic Organization License for Come Boating! for the Hot Sugar Shindig New Year’s Eve Fundraiser event located at the American Legion Post #43, 143 Church Street, Belfast, Maine on December 31, 2023, from 7:00 p.m. to 11:30 p.m.

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

10) Business

- A) Request to promote Officer Jonathan Guba as Sergeant for the Belfast Police Department.

Police Chief Bobby Cormier reviewed the request to promote Officer Jonathan Guba as Sergeant for the Belfast Police Department.

City Manager Erin Herbig acknowledged the growth of Officer Guba during his time with the City of Belfast.

Mayor and Councilors congratulated Officer Guba on his promotion to Sergeant.

Deputy City Clerk Andrew Legacy conducted the swearing-in ceremony.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to promote Officer Jonathan Guba to the rank of Sergeant for the Belfast Police Department. This motion was approved, 5-0.

- B) Request from the Public Works Director to appoint Gary Vannah as a full-time Truck Driver/Laborer for the Belfast Public Works Department.

City Manager Erin Herbig briefly reviewed the request to appoint Gary Vannah as a full-time Truck Driver/Laborer for the Belfast Public Works Department noting that they were unable to attend tonight's Council meeting as they had been working overtime due to the storm.

Councilor Harkness, seconded by Councilor Mortier, made a motion to confirm Gary Vannah as full-time Truck Driver/Laborer for the Belfast Public Works Department. This motion was approved, 5-0.

C) Request from the Fire Chief to confirm Caleb Heald as a full-time Firefighter/EMT for the Belfast Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request to confirm Caleb Heald as a full-time Firefighter/EMT for the Belfast Fire and Ambulance Department.

City Manager Erin Herbig acknowledged the dedication Mr. Heald has shown to the Department.

Deputy City Clerk Andrew Legacy conducted the swearing-in ceremony.

Mayor and Councilors congratulated Mr. Heald on becoming a full-time member of the Department.

Councilor Dean, seconded by Councilor Mortier, made a motion to confirm Caleb Heald as a full-time Firefighter/EMT for the Belfast Fire and Ambulance Department. This motion was approved, 5-0.

D) Request from the Fire Chief to confirm Mackenzie Teed as a part-time EMT/Firefighter for the Belfast Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request to confirm Mackenzie Teed as a part-time EMT/Firefighter for the Belfast Fire and Ambulance Department.

Councilor Harkness, seconded by Councilor Mortier, made a motion to confirm Mackenzie Teed as a part-time EMT/Firefighter for the Belfast Fire and Ambulance Department. This motion was approved, 5-0.

E) Request from the Fire Chief to confirm Matthew Wade as a part-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request to confirm Matthew Wade as a part-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department.

Councilor Harkness, seconded by Councilor Mortier, made a motion to confirm Matthew Wade as a part-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department. This motion was approved, 5-0.

F) Request to join a county-wide grant request for funds to hire a consultant to create a Waldo County Hazard Mitigation Plan.

Deputy Economic Development Director Joellyn Warren reviewed the request to join a county-wide grant request for funds to hire a consultant to create a Waldo County Hazard Mitigation Plan and answered Council questions.

City Manager Erin Herbig discussed the importance of this opportunity and what it will mean for the City of Belfast, she recommended that as part of this process the Council conduct a Work Session at 6:00 p.m. on Tuesday, January 30th with the Harbor Advisory Committee, the Climate, Energy and Utilities Committee and the Economic Development Department.

The Council agreed to have the Work Session on January 30th at 6:00 p.m.

Councilor Dean requested that as part of the process fridge magnets are produced for the public, Director Warren noted that she would pass along that request.

Councilor Dean, seconded by Councilor Bonneville, made a motion to participate in and support the submission of a BRIC grant application to FEMA by the Waldo County Commissioners and provide it's required portion of match in the form of in-kind staff time to develop a Waldo County Hazard Mitigation Plan. This motion was approved, 5-0.

G) Request from Waldo Community Action Partners for City approval to submit a grant to Maine Housing.

City Manager Erin Herbig briefly reviewed the request from Waldo Community Action Partners for City approval to submit a grant to Maine Housing.

Councilor Dean, seconded by Councilor Harkness, made a motion to approve the request from Waldo CAP for City approval to submit a grant to Maine Housing retro actively to November 30, 2023. This motion was approved, 5-0.

H) Request to approve the Fiscal Year 2024-2025 City of Belfast Wage and Salary Scale.

City Manager Erin Herbig reviewed the proposed Fiscal Year 2024-2025 City of Belfast Wage and Salary Scale.

Councilor Dean, seconded by Councilor Mortier, made a motion to approve the Fiscal Year 2024-2025 City of Belfast Wage and Salary Scale proposal that includes this adjustment from \$13.80 to \$14.15 per hour, a cost of living increase of 2.4 percent, to go into effect on July 1, 2024. This motion was approved, 5-0.

I) Request to approve the Calendar Year 2024 City of Belfast Observed Holiday Schedule.

City Manager Erin Herbig reviewed the proposed Calendar Year 2024 City of Belfast Observed Holiday Schedules.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the Calendar Year 2024 City of Belfast Observed Holiday Schedule(s) as presented. This motion was approved, 5-0.

I) #1 Council discussion on harbor port-a-potties.

Councilor Bonneville reviewed the request brought forward by a citizen and discussed a proposed alternative location.

Councilors discussed the concerns brought forward and the proposed location requesting that City staff get more information from Moore's Septic and to bring back the discussion at the January 2nd Council Meeting.

J) Signing of Council Orders and housekeeping items.

11) Open to the Public

No comments.

12) Communications

No comments.

13) Adjourn

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn at 8:02 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

A handwritten signature in cursive script, appearing to read 'Amanda Cushman', written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE