

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 19, 2023**

6:00 p.m. Request to go into an 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 6:00 p.m. This motion was approved, 4-0.

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 6:34 p.m. This motion was approved, 4-0.

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 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 6:36 p.m. This motion was approved, 4-0.

Councilor Dean, seconded by Councilor Harkness, 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) E at 7:02 p.m. This motion was approved, 4-0.

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. 12

1) Call to order

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

Absent: Councilor Brenda Bonneville.

3) Pledge of Allegiance

4) Adoption of the agenda

Councilor Dean, seconded by Councilor Harkness, made a motion to adopt the agenda. This motion was approved, 4-0.

5) Acceptance of the minutes

Regular Council Meeting of December 5, 2023.

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

6) A. Open to the public

The City Council received six emails from the following individuals: Jean Ashland, Jamie MacMillan, Holly Faubel, Brian Athorp, Suzanne Rico and Ethan Dubrow and no postal mail, prior to noon on December 19, 2023. These comments were shared with Council before the start of the Council meeting as part of the Open to the Public.

1. Josh Goldstien of Belfast discussed concerns with the City utilizing the Tarratine Tribe Hall as a polling location and requested that Council consider having any offensive imagery removed/covered during elections.

B. Organization and Department Reports

City Manager Erin Herbig reviewed the City facility closures for Christmas Day and New Year's Day and provided an update on the relocation of the Harbor porta-potties, noting that due to the company needing to relocate them so that they could be secured to the ground the issue would no longer need to be discussed at the next Council meeting.

7) Communications

Councilor Harkness discussed the Menorah lighting event and thanked all involved in making it a success.

Councilor Dean thanked all the employees who worked through the recent storm event.

Mayor Sanders discussed the storm noting the importance of the City addressing projects like the breakwater sooner rather than later.

8) Old Business and City Committee Reports

- Consideration of Councilor Chris Bitely as a member of the Climate, Energy and Utilities Committee.

Councilor Harkness, seconded by Councilor Mortier, made a motion to appoint Councilor Chris Bitely as the Council member of the Climate, Energy and Utilities Committee. This motion was approved, 3-0 (Councilor Bitely abstained).

9) Permits, Petitions and Licenses - Consent Agenda

A. Request to approve an application by Satori Belfast, LLC d/b/a V.F.W. Satori Belfast located at 108 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III, IV) liquor license.

B. Request to approve an application by Randall-Collins VFW Post 3108 d/b/a Randall-Collins VFW Post 3108 located at 34 Field Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club with Catering (Class I) liquor license.

C. Request to approve an off-premises catering permit for The Otis Group Inc. d/b/a Rollie's for the Front Street Shipyard Christmas party on December 8, 2023 from 4:00 p.m. to 10:00 p.m. located at the United Farmers Market of Maine, 18 Spring Street, Belfast, Maine.

D. Request to approve an off-premises catering permit for The Otis Group Inc. d/b/a Rollie's for the Solarlogix Christmas party on December 22, 2023 from 4:00 p.m. to 10:00 p.m. located at the Waldo County Shrine Club, 20 Northport Ave., Belfast, Maine.

E. Request to approve an off-premises catering permit for The Otis Group Inc. d/b/a Rollie's for the YMCA Ugly Sweater fundraiser on November 30, 2023 from 5:00 p.m. to 9:00 p.m. located at the United Farmers Market of Maine, 18 Spring Street, Belfast, Maine.

F. Request to approve an off-premises catering permit for The Otis Group Inc. d/b/a Rollie's for the Chambers Afterhours networking event on December 13, 2023 from 5:00 p.m. to 9:00 p.m. located at Camden National Bank, 156 Main Street, Belfast, Maine.

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

10) Business

A) Request from the Parks and Recreation Director for authorization to utilize funds to purchase a replacement truck for the Parks and Recreation Department.

Parks and Recreation Director Zach Dozier reviewed the request for authorization to utilize funds to purchase a replacement truck for the Parks and Recreation Department.

Councilor Dean discussed the importance of vehicle maintenance to ensure we have longevity with any equipment we purchase.

Councilor Dean, seconded by Councilor Harkness, made a motion to expend up to \$54,000 from the Parks and Recreation Department's Parks and Recreation's Purchase of Equipment Account #610-535 following a transfer of \$53,000 from the Equipment Capital Reserve Account #610-537. This motion was approved, 4-0.

B) Request from the Director of Code and Planning to approve funding to clean up two properties.

Director of Code and Planning Bub Fournier reviewed the request to approve funding to clean up two properties.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize Planning and Codes staff to utilize funds up to \$14,350.00 from the Capital Improvement Project Account #720-918 to address property maintenance issues at the Belmont Ave and Park Hill properties as outlined. This motion was approved, 4-0.

C) Council Discussion on election polling locations.

Councilors discussed the reasoning they voted in support of a proposal from the City Clerk to host Wards 1-4 at the Tarratine Tribe Hall at the November 21st Council Meeting.

City Clerk Angie Crosby and City Manager Erin Herbig reviewed with the City Council what makes this location suitable compared to other locations and noted that the organization is willing to work with City staff to cover imagery during the election.

Josh Goldstein of Belfast requested noted again the request to have imagery covered during election and request that the word tribe be covered as well if possible.

D) Request from the Airport Manager for authorization to utilize funding to pay for repairs to the John Deere Z915B Zero-turn mower.

Airport Manager Kenn Ortman reviewed the request for authorization to utilize funding to pay for repairs to the John Deere Z915B Zero-turn mower.

Councilor Dean, seconded by Councilor Harkness, made a motion to authorize funds up to \$4,702.56 from the Airport Maintenance Capital Reserve Account #640-711 to pay for repairs to the John Deere Z915B Zero-turn mower. This motion was approved, 4-0.

E) Request from the Airport Manager to create a Consultant Review Committee to review responses and make a recommendation for a City Airport Consulting Contract.

Airport Manager Kenn Ortman reviewed the request to create a Consultant Review Committee to review responses and make a recommendation for a City Airport Consulting Contract and answered Council questions.

Councilor Dean offered to serve as the Council member on the Review Committee.

Councilor Harkness, seconded by Councilor Bitely, made a motion to create a Consultant Review Committee, comprised of a City Councilor, the City Manager, the Economic Development Director, a member of the Belfast Airport Advisory Committee and the Airport Manager, to review responses and make a recommendation for a City Airport Consulting Contract. This motion was approved, 4-0.

Councilor Harkness, seconded by Councilor Bitely, made a motion to appoint Councilor Dean as the City Councilor representative on the Airport Consultant Review Committee, that will review responses and make a recommendation for a City Airport Consulting Contract. This motion was approved, 3-0 (Councilor Dean abstained).

F) Request from the Airport Manager to remove trees located at the Municipal Airport.

Airport Manager Kenn Ortman reviewed the request to remove trees located at the Municipal Airport and answered Council questions.

Councilor Harkness, seconded by Councilor Dean, made a motion to authorize up to \$1,500.00 from the Airport Maintenance Account #640-594 to remove trees located at the Municipal Airport as presented. This motion was approved, 4-0.

G) Request from the City Manager to renew the Department of Corrections lease at 2 Franklin Street.

City Manager Erin Herbig reviewed the request to renew the Department of Corrections lease at 2 Franklin Street.

Councilor Harkness, seconded by Councilor Dean, made a motion to authorize the City Manager to execute the 2-year lease agreement, from March 2024 to February 2026, with the State of Maine Department of Administrative and Financial Services Bureau of General Services on behalf of the Department of Corrections as presented. This motion was approved, 4-0.

H) Signing of Council Orders and housekeeping items.

Council Order #37 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$54,000 from the Parks and Recreation Department's Parks and Recreation's Purchase of Equipment Account #610-535 following a transfer of \$53,000 from the Equipment Capital Reserve Account #610-537 to purchase a replacement truck for the Parks and Recreation Department. (Approved on December 19, 2023)

Council Order #38 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$14,350.00 from the Capital Improvement Project Account #720-918 to address property maintenance issues at the 361 Belmont Ave and 27 Park Hill properties. (Approved on December 19, 2023)

Council Order #39 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$4,702.56 from the Airport Maintenance Capital Reserve Account #640-711 to pay for repairs to the John Deere Z915B Zero-turn mower for the Municipal Airport. (Approved on December 19, 2023)

11) Open to the Public

No comments.

12) Communications

Councilor Dean wished everyone a happy holiday.

Mayor Sanders noted that the downtown looks wonderful.

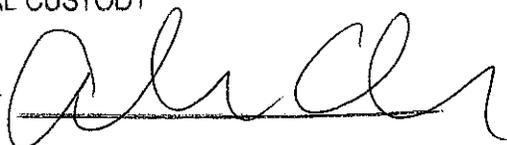
Councilor Mortier thanked Our Town Belfast for their work on beautifying the downtown for the holidays and for organizing many wonderful holiday events.

13) Adjourn

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn at 8:22 p.m. This motion was approved, 4-0.

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