

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, January 16, 2024**

6:45 p.m. Request to go into an Executive Session on an Economic Development Matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Dean, seconded by Councilor Harkness, made a motion to go into Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 6:45 p.m. This motion was approved, 5-0.

Councilor Dean, seconded by Councilor Harkness, made a motion to adjourn the Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 6:58 p.m. This motion was approved, 5-0.

7:00 p.m. Regular Council Meeting

Regular Council Meeting No. 14

1) Call to order

2) Present: Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Chris Bitely, 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 following amendments to the agenda:

10) B #1 Request from the Public Works Director to appoint Matthew Banfi of Northport as a full-time Truck Driver/Laborer for the Belfast Public Works Department.

10) B #2 Discussion regarding the Keep the Faith Fund and support for Belfast businesses and their employees that have been impacted by storm damage.

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

5) Acceptance of the minutes

Regular Council Meeting of January 2, 2024.

Councilor Dean, seconded by Councilor Bonneville, made a motion to accept the minutes from the Regular Council Meeting of January 2, 2024. 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. If received these are shared with the Council before the start of the Council meeting to be included as part of the Open to the Public.

No public comments.

B. Organization and Department Reports

The Director of Code and Planning Bub Fournier reminded the public of the Planning Board Meeting next Wednesday, January 24th at 6:00 p.m. regarding ordinance amendments.

City Manager Erin Herbig noted that the Council has a Work Session with the Climate, Energy and Utilities Committee and the Harbor Committee on Tuesday, January 30th at 6:00 p.m.

7) Communications

Councilor Harkness thanked all for a united reaction to the storms.

Mayor Sanders discussed the reactivated Belfast Keep the Faith Fund for businesses impacted by the storm, and encouraged anyone who is able and willing to donate to do so.

Councilor Bitely thanked administrative staff and Our Town Belfast for their work on getting the Belfast Keep the Faith Fund reactivated so quickly.

8) Old Business and City Committee Reports

Councilor Bonneville provided an update on behalf of the Pedestrian, Transportation and Accessibility Committee.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a Lunch Wagon License permit application by Paul Naron d/b/a United Farmers Market “Market Café” located at the following three locations: 7 Front Street, 15 Front Street, and 18 Spring Street (Miller Street entrance), Belfast, Maine, license to expire on December 31, 2024.

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 Police Chief to confirm Braden Moulton of Knox as a full-time Police Officer.

Chief of Police Bobby Cormier reviewed the request to confirm Braden Moulton as a full-time Officer for the Belfast Police Department and introduced Mr. Moulton to the community.

City Clerk Angie Crosby conducted the swearing-in ceremony.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to confirm Braden Moulton as a full-time Officer for the Belfast Police Department. This motion was approved, 5-0.

- B) Request from the Wastewater Superintendent to appoint Odin Scappaticci of Liberty as a full-time Wastewater Operator I.

Wastewater Superintendent Travis Jones reviewed the request to appoint Odin Scappaticci as a full-time Wastewater Operator I for the City of Belfast Wastewater Treatment Department and introduced Mr. Scappaticci to the community.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Odin Scappaticci as a full-time Wastewater Operator I for the City of Belfast Wastewater Treatment Department. This motion was approved, 5-0.

- B) #1 Request from the Public Works Director to appoint Matthew Banfi of Northport as a full-time Truck Driver/Laborer for the Belfast Public Works Department.

City Manager Erin Herbig briefly reviewed the request and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to appoint Matthew Banfi of Northport as a full-time Truck Driver/Laborer for the Belfast Public Works Department. This motion was approved, 5-0.

B) #2 Discussion regarding the Keep the Faith Fund and support for Belfast businesses and their employees that have been impacted by storm damage.

City Manager Erin Herbig briefly reviewed the application process for the Keep the Faith Fund for Belfast businesses and their employees that have been impacted by storm damage and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to authorize the application process for the Keep the Faith Fund for Belfast businesses and their employees that have been impacted by storm damage, as presented. This motion was approved, 5-0.

C) Further discussion regarding the City’s participation in the submission of a Building Resilient Infrastructure and Communities (BRIC) grant application.

Deputy Economic Development Director Joellyn Warren reviewed the request regarding the City’s participation in the submission of a BRIC grant application and answered Council questions.

Councilor Harkness, seconded by Councilor Bitely, made a motion to authorize City staff to file a BRIC grant application to FEMA for \$37,500 to hire a consultant to support the creation of a Belfast Hazard Mitigation Plan and provide it’s required portion of match in the form of in-kind staff time on behalf of the City of Belfast. This motion was approved, 5-0.

D) Request by the Economic Development Director to have the City Council authorize the submission of an application to the Emergency Medical Services Stabilization Program.

Economic Development Director Thomas Kittredge reviewed the request to have the City Council authorize the submission of an application to the Emergency Medical Services Stabilization Program.

Councilor Mortier, seconded by Councilor Dean, made a motion to authorize the submission of an application to the Emergency Medical Services Stabilization Program for the maximum grant amount of \$73,548.06; and authorize the City Manager to sign any documents related to and necessary for the submission of this application. This motion was approved, 5-0.

E) Request by the Economic Development Director to have the City Council authorize the execution of a proposal from Gartley & Dorsky Engineering and Surveying to generate a Facilities Assessment Report and Site Fit Plans for 273 Main Street.

Economic Development Director Thomas Kittredge reviewed the request to have the City Council authorize the execution of a proposal from Gartley & Dorsky Engineering and Surveying to generate a Facilities Assessment Report and Site Fit Plans for 273 Main Street and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to authorize the execution of a proposal from Gartley & Dorsky Engineering and Surveying to generate a Facilities Assessment Report and Site Fit Plans; authorize the City Manager to sign any documents related to and necessary for the execution of this proposal; and commit \$33,000.00 in funds from City Public Works Site Search Evaluation Account #730-636 to pay for these proposed services. This motion was approved, 5-0.

F) Request by the Economic Development Director to have the City Council adopt a target area survey for an area consisting of the portion of Congress Street between Grove Street and Booth Drive and the entirety of Salmond Street.

Economic Development Director Thomas Kittredge reviewed the request to have the City Council adopt a target area survey for an area consisting of the portion of Congress Street between Grove Street and Booth Drive and the entirety of Salmond Street and answered Council questions.

Councilor Dean, seconded by Councilor Bitely, made a motion to adopt the survey and associated beneficiary profile that was conducted for the target area of the portion of Congress Street between Grove Street and Booth Drive and the entirety of Salmond Street and sign the certification form. This motion was approved, 5-0.

G) Discussion regarding restructuring the Parks and Recreation Commission and the Harbor Walk and Rail Trail Committee.

City Manager Erin Herbig discussed the restructuring of City Committees, noting that if the Council wanted to restructure the Parks and Recreation Commission and the Harbor Walk and Rail Trail Committee it would require an Ordinance Amendment.

Councilors discussed restructuring the Parks and Recreation Commission and the Harbor Walk and Rail Trail Committee requested to bring the item back for further discussion at the February

6th regular City Council Meeting and to invite the Committees to attend the meeting and be part of the discussion.

David Aguiar, Parks and Recreation Commission member requested that the Commission be a part of the discussion.

H) Signing of Council Orders and housekeeping items.

Council Order #41 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$33,000.00 for Gartley & Dorsky Engineering and Surveying to generate a Facilities Assessment Report and Site Fit Plans. Funding is to come from City Public Works Site Search Evaluation Account #730-636 to pay for these proposed services. (Approved on January 16, 2024)

11) Open to the Public

No public comments.

12) Communications

No communications.

13) Adjourn

Councilor Bonneville, seconded by Councilor Dean, made a motion to adjourn at 8:31 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