

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, March 19, 2024**

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

Councilor Bitely, seconded by Councilor Mortier, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 6:00 p.m. This motion was approved, 4-0 (Councilor Bonneville arrived at 6:01p.m.).

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 6:35 p.m. This motion was approved, 5-0.

6:35 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 Dean, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 6:36 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn the Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 6:50 p.m. This motion was approved, 5-0.

7:00 p.m. Regular Council Meeting

Public Hearing #1

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on Tuesday, March 19, 2024, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall to hear a New application by Seven Sisters Provisions, LLC d/b/a Vinolio located at 74 Main Street, Belfast, Maine for a new Malt and Vinous Other (Class III & IV Retail Shop) liquor license.

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

Regular Council Meeting No. 18

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

Councilor Harkness noted that item **10) I**, Request to go into Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C, was moved to before the start of the Regular Meeting at 6:35 p.m.

Councilor Bitely, 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 March 5, 2024, and Special City Council Meeting of March 12, 2024.

Councilor Dean, seconded by Councilor Bitely, made a motion to accept the minutes from the Regular Council Meeting of March 5, 2024, and Special City Council Meeting of March 12, 2024. This motion was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received 10 emails from Jonathan Tucker, Judy Kao, Peter Wilkinson, Alan Cohen, Meredith Bruskin, Tiffany Gurney and Zachary Schmesser 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. Michael Towey of Belfast and a recent retiree of Waldo County General Hospital discussed the recent meeting at the Shrine Club regarding the hospital and urged the City Council to consider adopting a resolution request that Waldo County General Hospital maintain their current name and to request that Maine Health provide regular updates to the City Council.

2. Maya Stein Belfast Poet Laureate requested a letter from the City of Belfast certifying that she is the Belfast Poet Laureate to submit along with her application for the 2024 Academy of American Poets Poet Laureate Fellowship Awards and she read a poem about spring.

3. Jim Roberts Operations Manager of the Randall Collins VFW reviewed the request on the agenda for a donation for flags and reviewed some of the VFW's recent accomplishments in the community.

Councilor Harkness, seconded by Councilor Mortier, made a motion to amend the Agenda to include item 10) A #1 Consideration of a request by Belfast Poet Laureate Maya Stein for a letter from the City of Belfast certifying that she is the Belfast Poet Laureate to submit along with her application for the 2024 Academy of American Poets Poet Laureate Fellowship Awards. This motion was approved, 5-0.

B. Organization and Department Reports

- Update from the City Clerk and Deputy City Clerk on the recent Presidential Primary Election.
- City Manager Erin Herbig noted that both unions have reached out to start negotiation meetings, looking for two members of the Council to serve. Mayor Sanders and Councilor Mortier agreed to continue to serve in those meetings.
- City Manager Erin Herbig noted that on tonight's Consent Agenda the City is confirming Morgan Curtis as a part-time EMT Ambulance Driver and Zachary Hariman as an on-call firefighter.

7) Communications

Councilor Mortier updated the Council on the Our Town Belfast Annual Assessment for accreditation and noted that the Executive Director will be coming before the City Council in the next couple of months with more updates.

Councilor Bonneville wished everyone a happy spring.

Councilor Dean informed the public that the Chamber of Commerce Office has moved to 33 Main Street.

Mayor Sanders requested that the City invite Waldo County General Hospital President Dennis Needham to attend an upcoming Council Meeting.

8) Old Business and City Committee Reports

Councilor Harkness discussed the recent letter sent from the Housing Committee to the Planning Board.

Councilor Bonneville gave an update on the Pedestrian, Transportation and Accessibility Committee. Jon Beal, Chair of the Climate, Energy and Utilities Committee provided a committee update.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request from the Fire Chief to confirm Morgan Curtis as a part-time EMT Ambulance Driver for the Belfast Ambulance Department.
- B.** Request from the Fire Chief to confirm Zachary Hariman as an on-call firefighter for the Belfast Fire Department.
- C.** Request to approve an application by Seven Sisters Provisions, LLC d/b/a Vinolio located at 74 Main Street, Belfast, Maine for a new Malt and Vinous Other (Class III & IV Retail Shop) liquor license.
- D.** Request to approve an application by Dockside Family Restaurant LLC d/b/a Dockside Family Restaurant located at 30 Main Street, Belfast, Maine for a renewal Malt, Spirituous, and Vinous Restaurant (Class I, II, III, IV) liquor license.
- E.** Request to approve an Incorporated Civic Organization License for Belfast Maskers “A Funny Thing Happened on the Way to Belfast” theater production located at 17 Court Street, Belfast, Maine on April 5, 2024, from 6:00 p.m. to 10:00 p.m.
- F.** Request to approve an Incorporated Civic Organization License for Belfast Maskers “A Funny Thing Happened on the Way to Belfast” theater production located at 17 Court Street, Belfast, Maine on April 6, 2024, from 6:30 p.m. to 9:30 p.m.
- G.** Request to approve an Incorporated Civic Organization License for Belfast Maskers One Act plays located at 17 Court Street, Belfast, Maine on April 19, 20 and 21, 2024, from 2:00 p.m. to 9:30 p.m.

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

10) Business

- A)** Request to appoint Tiffany Howard of Belfast as the Library Assistant for the City of Belfast Free Library.

Library Director Steve Norman reviewed the request to appoint Tiffany Howard as the Library Assistant for the City of Belfast.

Councilor Bitely, seconded by Councilor Mortier, made a motion to appoint Tiffany Howard of Belfast as the Library Assistant for the City of Belfast Free Library. This motion was approved, 5-0.

A) #1 Consideration of a request by Belfast Poet Laureate Maya Stein for a letter from the City of Belfast certifying that she is the Belfast Poet Laureate to submit along with her application for the 2024 Academy of American Poets Poet Laureate Fellowship Awards.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to accept the Belfast Poet Laureate Maya Stein for a letter from the City of Belfast certifying that she is the Belfast Poet Laureate to submit along with her application for the 2024 Academy of American Poets Poet Laureate Fellowship Awards.. This motion was approved, 5-0.

B) Request from Randall Collins VFW for a contribution to their flag fundraising efforts.

Councilors discussed having this request included as a budget request.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize up to \$250.00 as a contribution to the VFW flag fundraising efforts with funding from Account #650-726 Miscellaneous City Promotionals. This motion was approved, 5-0.

C) Request from the Transfer Station Manager to host a Hazardous Waste Day in April.

Transfer Station Manager Lottie Rolfe reviewed the request to host a Hazardous Waste Day in April at the Belfast Transfer Station and answered Council questions.

Councilors discussed having two separate rates for residents and non-residents and suggested having volunteers such as the Belfast Bay Watershed or the Climate, Energy and Utilities Committee assist during the event to check for proof of residency.

Councilor Bonneville, seconded by Councilor Dean, made a motion to amend the original motion to include having two rates for residents (\$30) and non-residents (\$35) subject to approval from Environmental Projects Inc. This motion was approved, 3-2 (Councilor Harkness and Bitely opposed).

Councilor Bitely, seconded by Councilor Harkness, made a motion to expend up to \$1,800.00 from the Trans/Tipping/Disposal account # 440-575 to hire Environmental Projects Inc. to help facilitate a Hazardous Waste Day on April 20, 2024, at the Belfast Transfer Station, with two rates for residents (\$30) and non-residents (\$35) subject to approval from Environmental Projects Inc. This motion was approved, 4-1 (Councilor Harkness opposed).

D) Request from Chief Cormier and Chief Richards to expend up to \$4,084.63 for On-Solve Code Red Emergency Alert System.

Chief Cormier reviewed the request to purchase On-Solve Code Red Emergency Alert System for the City of Belfast and answered Council questions.

Councilor Dean, seconded by Councilor Harkness, made a motion to expend up to \$4,084.63 from account # E720- 931 Capital Reserve Line, which was designated for emergency alert software, to purchase On-Solve Code Red Emergency Alert System for the City of Belfast. This motion was approved, 5-0.

E) Request by the Economic Development Director to authorize the submission of a grant application to the Staffing for Adequate Fire and Emergency Response Program.

Economic Development Director Thomas Kittredge reviewed the request to authorize the submission of a grant application to the Staffing for Adequate Fire and Emergency Response Program.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to authorize the submission of a grant application to the Staffing for Adequate Fire and Emergency Response program; and to authorize the City Manager to sign all documents necessary for the submission of this grant application. This motion was approved, 5-0.

F) Request by the Deputy Economic Development Director to authorize the submission of a grant application to the Community Resilience Program Community Action Grant Program.

Deputy Economic Development Director Joellyn Warren reviewed the request to authorize the submission of a grant application to the Community Resilience Program Community Action Grant Program.

Councilor Mortier, seconded by Councilor Bitely, made a motion to approve the submittal of a grant application to Maine’s Community Resilience Program Community Action Grant Program issued by Governor’s Office of Policy Innovation and the Future Community Resilience Partnership for \$50,000 to complete a Community Climate Vulnerability Assessment and Cost Benefit Analysis and authorize the City Manager to sign any all paperwork related to and necessary for the submission of this request. This motion was approved, 5-0.

G) Request by the Deputy Economic Development Director to authorize the submission of a Letter of Intent (LOI) to the State of Maine’s Coastal Program and Municipal Planning Assistance Program.

Deputy Economic Development Director Joellyn Warren reviewed the request to authorize the submission of a Letter of Intent (LOI) to the State of Maine’s Coastal Program and Municipal Planning Assistance Program.

Councilor Mortier, seconded by Councilor Dean, made a motion to approve the submittal of a Letter of Intent State of Maine’s Coastal Program and Municipal Planning Assistance Program, FY 2025 Coastal Community Grant/Shore and Harbor Planning Grant Programs “CCG/SHG LOI” for \$50,000 to complete a Community Climate Vulnerability Assessment and cost benefit analysis and authorize the City Manager to sign any all paperwork related to and necessary for the submission of this request. This motion was approved, 5-0.

H) Request to approve a CMP pole permit for three new poles and one anchor located on Congress Street.

City Manager Erin Herbig briefly reviewed the request by CMP to approve a pole permit for three new poles and one anchor located on Congress Street.

Councilor Dean, seconded by Councilor Mortier, made a motion to approve a CMP pole permit for three new poles and one anchor located on Congress Street. This motion was approved, 5-0.

I) Request to go into Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C.

Item moved to before the Regular Agenda items at 6:35 p.m.

G) Signing of Council Orders and housekeeping items.

Council Order #52 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$250.00 as a contribution to the VFW flag fundraising efforts. Funding is to come from account #650-726 Miscellaneous City Promotionals. (Approved on March 19, 2024)

Council Order #53 Signed by Councilor Bitely Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,800.00 to hire Environmental Projects Inc. to help facilitate a Hazardous Waste Day on April 20, 2024, at the Belfast Transfer Station. Funding is to come from the Trans/Tipping/Disposal account # 440-575. (Approved on March 19, 2024)

Council Order #54 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$4,084.63 to purchase On-Solve Code Red Emergency Alert System for the City of Belfast. Funding is to come from account # E720- 931 Capital Reserve Line, which was designated for emergency alert software. (Approved on March 19, 2024)

11) Open to the Public

Jon Beal of Belfast discussed in the future reaching out to the County to coordinate a Hazard Waste Day.

12) Communications

Councilor Dean thanked Jon Beal for the suggestion of partnering with the County for a Hazard Waste Day.

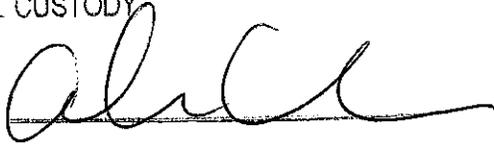
Councilor Dean mentioned the need for Council to be thinking about the Harbor Master's Office due to the impact from recent storms.

13) Adjourn

Councilor Dean, seconded by Councilor Bitely, made a motion to adjourn at 8:32 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 black ink, appearing to read 'Amanda Cushman', written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE