

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, October 1, 2024**

6:30 p.m. Request to go into an Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A.

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

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn the Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A at 7:04 p.m. This motion was approved, 5-0.

7:00 p.m. Regular Council Meeting

Regular Council Meeting No. 7

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

5) Acceptance of the minutes

Regular Council Meeting of September 17, 2024.

Councilor Dean, seconded by Councilor Bitely, made a motion to accept the minutes from the Regular Council Meeting of September 17, 2024. This motion was approved, 4-0 (Councilor Harkness abstained).

6) A. Open to the public

City Manager Erin Herbig noted that Council received two emails from Joie Reynolds and Dave Karsten 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. Carol Herwig of Belfast discussed work being done for a City Tree Inventory, noting that the group will be requesting to present it at an upcoming Council Meeting when completed and recommended that the City Council appoint a certified arborist as it's Tree Warden.
2. Glenn Montgomery of Belfast discussed short term rentals registration and requested information collected by the City through that process.
3. Bob England, RSU #71 Superintendent, made an introduction to the City Council and discussed working with the City on various items.
4. Zafra Whitcomb of Belfast discussed new housing development on Congress Street and requested that the City Council consider adding speed tables.

B. Organization and Department Reports

- Presentation from the Midcoast Villager Publisher, Kathleen Capetta and Co-Publisher, Will Bleakley.
- City Manager Erin Herbig reminded the Council and public that they will be conducting a Work Session with the town of Northport on Tuesday, October 15th at 6PM regarding the boundary survey work and noted that the first Council Meeting in November is Election Day and inquired if the Council would like to move the Council Meeting. Councilors unanimously agreed to move the first Council Meeting in November to Wednesday, November 6th.

7) Communications

Councilor Bonneville discussed the loss of Belfast citizen Susan Tobey White and discussed the need to have a larger conversation about housing that includes short term rentals, summer residents, ect.

Councilor Harkness that those who organized last nights Candidates Forum at the Boathouse and requested a presentation from the Code and Planning Department regarding the short-term permitting be placed on the October 15th Council Meeting.

Councilor Dean reminded the public of the upcoming flu clinics at the Boathouse, acknowledged part-time hires on tonight's Consent Agenda, and reminded the public of the Pedestrian, Transportation and Accessibility survey.

8) Old Business and City Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request from the Fire Chief to confirm Tristan Lewis as a Part-time EMT for the Belfast Ambulance Department.
- B. Request from the Fire Chief to confirm Canaan Jordan as a Part-time EMT for the Belfast Ambulance Department.
- C. Request from the Fire Chief to confirm Taber Twitchell as a Part-time EMT and firefighter for the Belfast Fire and Ambulance Department.
- D. Request to approve a Letter of Approval for Game of Chance (Poker) for Randall-Collins VFW Auxiliary Post 3108 located at 34 Field Street, Belfast, Maine. This approval is granted for a Texas Hold'em Tournament on October 20, 2024, starting at 1:00 p.m.
- E. Request to approve an application by Crusty Crab LLC d/b/a The Front Street Pub located at 37 Front Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Restaurant/Lounge (Class XI) liquor license.
- F. Request to approve an Incorporated Civic Organization License for Maine Aquaculture Innovation Center for the World's Best Mussel Recipe Contest event located at the Belfast Yacht Club, 15 Front Street, Belfast, Maine on October 5, 2024, from 4:00 p.m. to 7:00 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) Presentation on the 2024-2025 General Assistance Ordinance and State Derived Maximum Benefits for General Assistance Requests.

General Assistance Administrator Kristi Osgood gave a presentation on the 2024-2025 General Assistance Ordinance and State Derived Maximum Benefits for General Assistance Requests.

B) Public Hearing on the 2024-2025 General Assistance Ordinance and State Derived Maximum Benefits for General Assistance Requests.

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

C) Second Reading on the 2024-2025 General Assistance Ordinance and State Derived Maximum Benefits for General Assistance Requests.

Councilor Dean, seconded by Councilor Harkness, made a motion to approve the Second Reading on the 2024-2025 General Assistance Ordinance and State Derived Maximum Benefits for General Assistance Requests, as presented. This motion was approved, 5-0.

D) Discussion and potential action regarding the 2024-2025 Winter Curbside Belfast Program.

Director of Code and Planning Bub Fournier reviewed the 2024-2025 Winter Curbside Program and answered Council questions.

Councilor Mortier requested one amendment be made to design requirements to include the word “live” before vegetation.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the 2024-2025 Winter Curbside Belfast Program Permit Application, Design Requirements and Code Considerations, as presented and amended at the meeting to include the word “live” before vegetation. This motion was approved, 5-0.

E) Request from the Director of Planning and Codes to purchase new Lenovo m50s computer for the Code Enforcement Officer.

Director of Code and Planning Bub Fournier reviewed the request to purchase new Lenovo m50s computer for the Code Enforcement Officer.

Councilor Harkness, seconded by Councilor Mortier, made a motion to authorize payment for a new computer for the Code Enforcement Officer's workspace for \$769.00 with funding to come from account #670-603 Office Equipment Reserve. This motion was approved, 5-0.

F) Request from the Deputy Economic Development Director to submit a technical assistance request to the State of Maine's Governor's Office of Policy Innovation and the Future (GOPIF) Energy Efficiency for Rural Communities Technical Assistance Program (EEPRC) for energy audits at two City-owned facilities.

Deputy Economic Development Director Joellyn Warren reviewed the request to submit a technical assistance request to the State of Maine's Governor's Office of Policy Innovation and the Future (GOPIF) Energy Efficiency for Rural Communities Technical Assistance Program (EEPRC) for energy audits at two City-owned facilities and answered Council questions.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to approve the submission request for technical assistance to the Energy Efficiency for Rural Communities Technical Assistance Program (EEPRC) for the City Hall and the former Superior County Courthouse; and to authorize the City Manager to sign all paperwork related to and necessary for the submission of this request. This motion was approved, 5-0.

G) Request from the Deputy Economic Development Director to accept Requests for Proposals and enter into a contract with GEI Consultants, Inc. to conduct and prepare a Belfast Vulnerability Assessment for the City of Belfast.

Deputy Economic Development Director Joellyn Warren reviewed the request to accept Requests for Proposals and enter into a contract with GEI Consultants, Inc. to conduct and prepare a Belfast Vulnerability Assessment for the City of Belfast and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept GEI Consultants, Inc. to perform a vulnerability assessment for the City of Belfast and enter into a contract with the consultant for professional services. This motion was approved, 5-0.

H) Request to accept a donation of \$500.00 from Atlantic Challenge USA.

City Manager Erin Herbig reviewed the request to accept a donation of \$500.00 from Atlantic Challenge USA.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the \$500.00 donation from the Atlantic Challenge USA placing the funding into Account G 1-2085-00 Boathouse Security Deposit, to be utilized for the purchase of table racks and tables for the Boathouse. This motion was approved, 5-0.

I) Public Hearing on a Condemnation Order regarding 74 High Street Map 37 Lot 151.

Mayor Sanders asked for proponents and opponents.

1. Zafra Whitcomb of Belfast noted that he is typically not in favor of the use of eminent domain, but noted his support the Council's consideration of the Condemnation Order regarding 74 High Street Map 37 Lot 151 as he feels that the City and tax payers have already spent too much time and money.

Mayor Sanders declared the hearing closed.

J) Council consideration of a Condemnation Order regarding 74 High Street Map 37 Lot 151.

City Attorney Kristin Collins reviewed the Condemnation Order regarding 74 High Street Map 37 Lot 151, reading the draft order and legislative findings into the record and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adopt the legislative findings read into the Council's record in relation to a Condemnation Order to be issued to take by

eminent domain the real property located at 74 High Street and shown on the City's tax maps at Map 37, Lot 151, and to adopt and approve the Condemnation Order for said property as presented to [and amended by] the City Council following public hearing held on September 17, 2024 through October 1, 2024. This motion was approved, 5-0.

K) 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 Harkness, seconded by Councilor Bonneville, 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 8:20 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, 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 9:22 p.m. This motion was approved, 5-0.

L) Signing of Council Orders and housekeeping items.

Council Order #15 Signed by Councilor Bitely Ordered That:

The City Manager and the City Treasurer are authorized to expend up to an additional \$2,500 for the cost of professional assistance as needed to conduct the perambulation process. With funding to come from account #110-512 Legal Services. (Approved September 17, 2024)

Council Order #16 Signed by Councilor Dean Ordered That:

**Amendments to the MMA Model General Assistance Ordinance
October 1, 2024 - September 30, 2025**

First Reading: September 17, 2024

Second Reading: October 1, 2024

Our existing General Assistance Ordinance that was written by Maine Municipal Association more than 17 years ago and amended over time based upon changes in State law is replaced with a newly updated Ordinance drafted as a Statewide Model by the Maine Municipal Association. The new model fully complies with all State and Federal regulations.

The Council has also adopted the overall maximum for housing that the State has set for the City of Belfast to allow the General Assistance Administrator more flexibility in assisting her clients.

Attached is a copy of the adopted General Assistance Ordinances.

(Approved October 1, 2024)

Council Order #17 Signed by Councilor Harkness Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$769.00 to purchase new Lenovo m50s computer for the Code Enforcement Officer. With funding to come from account #670-603 Office Equipment Reserve. (Approved October 1, 2024)

Council Order #18 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to accept a donation of \$500.00 from the Atlantic Challenge USA placing the funding into Account G 1-2085-00 Boathouse Security Deposit, to be utilized for the purchase of table racks and tables for the Boathouse. (Approved October 1, 2024)

11) Open to the Public

1. Bob England, RSU #1 Superintendent, discussed the recent Atlantic Challenge event and noted that the school district looks forward to working with the City, local organizations and community members on more events in the future.

12) Communications

Councilor Bonneville discussed the Atlantic Challenge and the experience of having a one of the families stay at her short-term rental.

13) Adjourn

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn at 9:22 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 

AMANDA CUSHMAN, BELFAST MAINE