

\*These are “Action Only” minutes. Video of comments may be found on recorded discs at City Hall or at [www.cityofbelfast.org](http://www.cityofbelfast.org).\*

**City of Belfast  
Council Chambers-Belfast City Hall  
Tuesday, October 15, 2024**

**6:00 p.m.** Council Work Session with the Northport Selectboard to review the preliminary boundary survey.

**7:00 p.m.** Regular Council Meeting

**Regular Council Meeting No. 8**

**1) Call to order**

**2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Chris Bitely, 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**

City Manager Erin Herbig requested the addition of item **10) Q #1** Request to go into an Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C.

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

**5) Acceptance of the minutes**

Regular Council Meeting of October 1, 2024.

Councilor Dean, seconded by Councilor Bitely, made a motion to accept the minutes from the Regular Council Meeting of October 1, 2024. This motion was approved, 4-0.

**6) A. Open to the public**

City Manager Erin Herbig noted that the Council received three emails from Judith Wohl, Joan B., and Shawn Jacobs 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 discussed concerns with the proposed closure of labor and delivery service of the Waldo County General Hospital.
2. Belfast Poet Laureate, Maya Stein of Northport, informed the public of the Poetry Festival this weekend in Belfast and read a poem.
3. Attorney Kim Ervin Tucker of Lincolnville on behalf of her clients Jeffrey Mabee and Judith Grace discussed the Council Work Session with the Northport Selectboard to review the preliminary boundary survey.
4. Christopher Hyk of Belfast discussed the proposed Nordic Aquafarms project and concerns with continued taxpayer dollars for litigation in relation to the project.
5. Glenn Montgomery of Belfast discussed short-term rentals registration and requested information the Council consider implementing caps.
6. Karin Spitfire of Belfast inquired about whether the City has any easements with Nordic Aquafarms.
7. Tammy Porter of Belfast discussed concerns with the lack of information regarding the upcoming Election by the press.

**B. Organization and Department Reports**

No comments.

**7) Communications**

Councilor Dean informed the public of the free Flu Clinic at the Belfast Boathouse tomorrow.

Councilor Bitely discussed the recent sighting of the Northern Lights and positive impact on the community coming together to share in something beautiful.

Councilor Harkness encouraged the public to talk to the Clerk's Office if they have questions about the Election or ballot, requested that staff research City's legal rights or options regarding the hospital and report back, and noted that the 250<sup>th</sup> time capsule was buried in front of City Hall today.

Mayor Sanders requested that City staff inquire about whether the public or at least a City representative is welcome to attend the Waldo County General Hospital Board Meeting that is scheduled for November 5<sup>th</sup>, offered to attend on behalf of the City Council.

## **8) Old Business and City Committee Reports**

No comments.

## **9) Permits, Petitions and Licenses - Consent Agenda**

- A. Request to approve an off-premises catering permit for Delvino LLC d/b/a Delvino's for the Chamber of Commerce Gala on November 8, 2024, from 4:00 p.m. to 9:00 p.m. located at the United Farmers Market of Maine, 18 Spring Street, Belfast, Maine.
- B. Request to approve an off-premises catering permit for Delvino LLC d/b/a Delvino's for the Community Dog Fundraiser on October 12, 2024, from 4:00 p.m. to 9:00 p.m. located at the grassy area adjacent to, 48 Main Street, Belfast, Maine.

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

## **10) Business**

A) Presentation from Assessor Jim Murphy of Murphy Appraisal Services and Assessing Department Staff regarding the recent City-wide revaluation.

Assessor Jim Murphy of Murphy Appraisal Services and Assessor Assistant Brooks Taber-Grotton provided a presentation regarding the recent City-wide revaluation and answered Council questions.

**B)** Request from the Police Chief to confirm Andrew Parker of Baltimore, Maryland as a full-time Police Officer for the Belfast Police Department.

Agenda item tabled until the November 6<sup>th</sup> Council Meeting.

**C)** Request from the City Clerk to approve of the Election Warrant for the November 5th, 2024, Election.

City Clerk Angie Crosby reviewed the request for approval of the Election Warrant for November 5th, 2024, Election and answered Council questions.

Councilor Harkness, seconded by Councilor Dean, made a motion to approve of the Election Warrant for the November 5th, 2024, Election. This motion was approved, 4-0.

**D)** Request from the Pedestrian, Transportation, and Accessibility Committee for consideration of a Boathouse rental fee waiver.

Parks and Recreation Director Pam Salokangas reviewed the request from the Pedestrian, Transportation, and Accessibility Committee for consideration of a Boathouse rental fee waiver.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the requested fee waiver by the Pedestrian, Transportation, and Accessibility Committee to hold their second public workshop for the Active Transportation and Accessibility Plan on Wednesday, December 4th. This motion was approved, 4-0.

**E)** Request from the Maine Office of Community Development for consideration of a Boathouse rental fee waiver.

Parks and Recreation Director Pam Salokangas reviewed the request from the Maine Office of Community Development for consideration of a Boathouse rental fee waiver

Councilor Dean, seconded by Councilor Mortier, made a motion to approve the requested fee waiver by the Belfast Economic Development Department, in conjunction with the Maine Office of

Community Development to hold their presentation on Monday, October 28th. This motion was approved, 4-0.

**F)** Presentation on proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation.

Parks and Recreation Director Pam Salokangas provided a presentation on proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation.

**G)** First Reading on proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation.

Parks and Recreation Director Pam Salokangas answered Council questions regarding the proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation.

Councilors discussed proposed amendments and made recommended revisions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the First Reading of proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation with revisions made at the meeting and to schedule the Second Reading and Public Hearing for the next Regular City Council Meeting on Wednesday, November 6. This motion was approved, 4-0.

**H)** Presentation on proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design.

Director of Code and Planning Bub Fournier provided a presentation on proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design.

**I)** First Reading on proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design.

City Planner Alexandra Sykes and Director of Code and Planning Bub Fournier answered Council questions regarding the proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design.

Councilors discussed proposed amendments and made recommended revisions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the First Reading of proposed amendments to the City Code of Ordinances, Chapter 102 Zoning with revisions made at the meeting and to schedule the Second Reading and Public Hearing for the next Regular City Council Meeting on Wednesday, November 6. This motion was approved, 4-0.

**J)** Presentation on proposed amendments to the City Code of Ordinances, Chapter 102 Zoning.

Director of Code and Planning Bub Fournier provided a presentation on proposed amendments to the City Code of Ordinances, Chapter 102 Zoning.

**K)** First Reading on proposed amendments to the City Code of Ordinances, Chapter 102 Zoning.

No comments.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the First Reading of proposed amendments to the City Code of Ordinances, Chapter 102 Zoning and to schedule the Second Reading and Public Hearing for the next Regular City Council Meeting on Wednesday, November 6. This motion was approved, 4-0.

**L)** Presentation from the Director of Code and Planning regarding data collected through the Short-Term Rental Registry.

Director of Code and Planning Bub Fournier provided a presentation on data collected through the Short-Term Rental Registry and answered Council questions.

**M)** Request by the Economic Development Director to approve the submission of an application to the United States Environmental Protection Agency Brownfields Assessment Grant Program.

Economic Development Director Thomas Kittredge reviewed the request to approve the submission of an application to the United States Environmental Protection Agency Brownfields Assessment Grant Program.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the submission of an application to the USEPA Brownfields Assessment Grant Program; and authorize the City Manager to sign any and all documentation necessary for the submission of this application. This motion was approved, 4-0.

**N)** Request by the Economic Development Director to approve the submission of an application to the United States Environmental Protection Agency Brownfields Cleanup Grant Program.

Economic Development Director Thomas Kittredge reviewed the request to approve the submission of an application to the United States Environmental Protection Agency Brownfields Cleanup Grant Program.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the submission of an application to the USEPA Brownfields Cleanup Grant Program; and authorize the City Manager to sign any and all documentation necessary for the submission of this application. This motion was approved, 4-0.

**O)** Request from the Deputy Economic Development Director to accept professional services proposals and enter into a contract with a consultant to prepare a Fit-Out Plan for the former Waldo County Superior Courthouse.

Deputy Economic Development Director Joellyn Warren reviewed the request to accept professional services proposals and enter into a contract with a consultant, Harriman, to prepare a Fit-Out Plan for the former Waldo County Superior Courthouse and answered Council questions, and noted that if approved by Council she recommends that the project amount of \$400,000 be divided by \$315,000 in ARPA funds and \$85,000 in Admin Capital Projects G1-2720-01.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the RFP submissions and award the contract for professional services to Harriman of Auburn, Maine for the former Waldo

County Superior Courthouse for a project amount of \$400,000 to be divided by \$315,000 in ARPA funds and \$85,000 in Admin Capital Projects G1-2720-01. This motion was approved, 4-0.

**P)** Request from the Finance Director to authorize the transfer of perpetual care funds collected in Fiscal Year 2023-2024 in the amount of \$11,600.00 to the Cemetery Trust Fund.

No comments.

Councilor Harkness, seconded by Councilor Mortier, made a motion to authorize the transfer of the perpetual care funds collected in FY23-24 in the amount of \$11,600.00 to the Cemetery Trust Fund. This motion was approved, 4-0.

**Q)** Request from the Finance Director to expend up to \$178.60 for roof repairs to the Trap Shack.

No comments.

Councilor Harkness, seconded by Councilor Mortier, made a motion to authorize the expenditure of up to \$178.60 to Viking Lumber for the Trap Shack roof repair, with funding to come from the Heritage Park Account # G 1-2300-00. This motion was approved, 4-0.

**Q) #1** 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 Bitely, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 9:23 p.m. This motion was approved, 4-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 10:45 p.m. This motion was approved, 4-0.

**R) Signing of Council Orders and housekeeping items.**

**Council Order #19 Signed by Councilor Harkness Ordered That:**

The City Manager and the City Treasurer are authorized to transfer perpetual care funds collected in Fiscal Year 2023-2024 in the amount of \$11,600.00 to the Cemetery Trust Fund. (Approved on October 15, 2024)

**Council Order #20 Signed by Councilor Harkness Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$178.60 for the Trap Shack roof repair by Viking Lumber. Funding is to come from the Heritage Park Account # G 1-2300-00. (Approved on October 15, 2024)

**11) Open to the Public**

No comments.

**12) Communications**

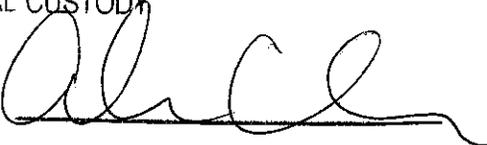
Councilor Harkness noted that former President Jimmy Carter voted early today and encouraged others to do so if need.

**13) Adjourn**

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn at 10:45 p.m. This motion was approved, 4-0.

I HEREBY CERTIFY THAT THE ABOVE  
IS A TRUE COPY OF INFORMATION  
ON THE RECORD WHICH IS IN MY  
OFFICIAL CUSTODY

TEST



AMANDA CUSHMAN, BELFAST MAINE