



# CITY OF BELFAST

131 Church Street  
Belfast, Maine 04915

**Erin Herbig**  
City Manager

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**Tel:** (207) 338-3370 ext. 110

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## **MANAGER'S REPORT**

Belfast City Council Meeting  
Tuesday, November 19, 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.

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

**TO: Mayor Eric Sanders and Honorable Members of Belfast City Council**

**FROM:** Erin Herbig, City Manager

**DATE:** Thursday, November 14, 2024

### **Agenda Items:**

**10-A Request to appoint Sarah Chapman of Hope as the new Deputy City Clerk/Deputy Tax Collector.**

The City of Belfast advertised the position of Deputy City Clerk/Deputy Tax Collector beginning on August 28<sup>th</sup>. Applications were due on September 25<sup>th</sup>. The City received 18 applications.

On September 30<sup>th</sup> and October 1<sup>st</sup>, the Deputy City Clerk/Deputy Tax Collector Hiring Committee held first round of interviews with five well qualified candidates, narrowing it down to two candidates for second round interviews. The Deputy City Clerk/Deputy Tax Collector Hiring Committee was composed of HR Administrator Nancy Driscoll, City Clerk Angie Crosby and me.

Second Round interviews were held Thursday, October 3<sup>rd</sup>. The hiring committee unanimously selected the final candidate and recommends the City Council appoint Sarah Chapman of Hope as our new Deputy City Clerk/Deputy Tax Collector for the City of Belfast.

Ms. Chapman worked as a Postmaster for the United States Postal Service for six years where she refined her ability to balance and complete many projects on tight deadlines. More recently, she has worked as the Deputy Clerk, Tax Collector and Registrar for the Town of Hope where she continued to hone her organizational skills and interpersonal communication in a municipal government setting.

This position is a vital aspect of the City Clerk's team and is responsible for the preparation and maintenance of official documents; supervision of elections; issuance of various licenses and permits; recording various documents; and preparation of reports. I am confident Ms. Chapman, if confirmed, will serve our community and the department well.

Please see the attached cover letter, resume, advertisement, and job description (10-A) providing further detail. Ms. Chapman and I will be available at the Council Meeting to answer any questions.

**10-B Request to authorize a Memorandum of Understanding with the Town of Northport regarding the Municipal Boundary.**

On October 15, 2024, the City Council held a Joint Work Session with the Northport Selectboard to review the preliminary boundary survey by independent land surveyor Robert Yarumian.

At the November 6<sup>th</sup> Regular Meeting, the City Council adopted a resolution accepting the final boundary survey between Northport and Belfast by independent land surveyor Robert Yarumian. The Northport Selectboard adopted a very similar resolution regarding the survey at their meeting on November 12<sup>th</sup>, 2024.

At this time, a draft memorandum of understanding between the communities is proposed in order to reiterate that this survey was not undertaken to resolve a boundary dispute, the City intends to record a copy of the boundary survey and report in the Waldo County Registry of Deeds, and the Town does not object to the City recording these documents in the Registry.

If approved by the City Council, City staff recommend that a motion is made to authorize the City Manager to execute a memorandum of understanding with Town of Northport.

Please see the attached draft memorandum of understanding (10-B). I will be at the meeting to present an update on the process and to answer any questions.

**10-C Request from the Parks and Recreation Director to authorize funding up to \$8,000 to conduct tree work at Belfast City Park.**

In May 2024, the Parks and Recreation Director completed a walk-through of Belfast City Park with Aleta McKeage and Carol Herwig.

During the FY24-25 budget process, Parks and Recreation Director Pam Salokangas requested \$7,000 in funding for tree work that would be scheduled for the fall. Following the budget, Director Salokangas contacted several tree companies to set-up walk-throughs of the park to review the priorities. Didier Bonner-Ganter from ForTree, Inc., was the only tree specialist who was able to schedule time to do a walk-through and provide a follow-up quote.

If approved by the City Council, the Parks and Recreation Director recommends a motion is made to expend up to \$8,000.00 to hire ForTree, Inc. to remove four trees at Belfast City Park, with \$7,000.00 to be allocated from the Parks and Recreation Capital Reserve Account # 610-587 and \$1,000.00 to be allocated from the Parks Maintenance Account # 610-585.

The Parks and Recreation Capital Reserve Account # 610-587 has a current balance of \$47,370 and the Parks Maintenance Account # 610-585 has a current balance of \$14,839.

Please see the attached memo and proposal (10-C) from Parks and Recreation Director Pam Salokangas detailing the request. Director Salokangas will be at the meeting to present and answer any questions.

#### **10-D Review of 2024 City Rangeway Assessment and discussion on future maintenance.**

The City of Belfast has eleven rangeways along the east and west shores of Penobscot Bay. The early history of the rangeways dates back to the 1700s and presently continues to provide the community with publicly accessible routes to the shore.

Historically, every eight years the City has performed an assessment of the rangeways. The last assessments were conducted in 2009 and 2017. This year, the Planning and Codes Department performed a cursory assessment of the current conditions of the rangeways.

A majority of the rangeways are in fair condition; four of the eleven in good condition, and two are in poor condition. The overall condition of each Rangeway was determined by a collective look at six assessment categories in relation to how they have been maintained and/or the intactness of their character defining features.

This assessment performed throughout the summer of 2024 aims to prompt a discussion regarding rangeways and to provide Parks and Recreation Department and the City Council a foundation to further develop a framework for continued stewardship of one of Belfast's unique assets. Planning and Codes staff and I plan to meet with the Parks, Trails and Recreation Committee on Thursday, November 14th prior to the City Council meeting and will provide a verbal update.

City staff requests that the City Council take this time to discuss stewardship and direct Parks and Recreation Department on how to proceed forward in developing a maintenance plan and prioritization matrix to ensure the continued stewardship of these rangeways.

Please see the attached memo (10-D) from City Planner Alexandra Sykes explaining the request in further detail. Planner Sykes, Director of Planning and Codes Bub Fournier, and Parks and Recreation Director Pam Salokangas will be at the meeting to present and answer any questions.

#### **10-E Request from the Planning and Codes Director to update the City's Permit Fee Schedule.**

The City Council has supported updating the City's Planning and Code Fee Schedule annually for the past four years. In June of 2020, the Council approved an extensive overhaul of the fee schedule to include incorporation of the International Code Council's Building Valuation Data Tables for estimating new construction value.

Fees for building permits are based on building value which is a model that is suggested in both the residential one- and two-family building code and commercial building code. At this time, the Planning and Codes Department recommends the incorporation of the February 2024 data into the fee schedule to accurately assess fees as well as provide the City with accurate building valuation data for construction in the community.

After analyzing the tables generated in February 2024 and working with many contractors and property owners who are engaged in all types of projects, the Planning and Codes Department determined that the incorporation is reasonable. Additional proposed changes to the fee schedule for 2024 include clarifying flood plain permitting and the additional inspection fee option for plumbing permits.

If approved by the City Council, Director Planning and Codes Bub Fournier requests that a motion is made to direct City staff to incorporate the February 2024 Building Valuation Data Tables into the fee schedule effective immediately along with the other recommended changes as presented.

Please see the attached memo (10-E) from the Director of Planning and Codes Bub Fournier providing further detail. Director Fournier will present and answer any questions.

#### **10-F Consideration of a request to remove one City Street Tree.**

Councilor Mary Mortier has been contacted by a homeowner regarding a tree removal request for 19 Elm Street. This tree was reviewed by the City Council at the June 18, 2024, Regular Council Meeting. At that time, the Council voted not to remove the tree. The homeowner remains concerned about the tree and requested that it be brought back before the City Council for consideration given new information.

Below the tree has been referenced to the 2021 City of Belfast Street Tree Inventory, which provides conditions of City Street trees based on an informal scale of 1-5; with 1 generally indicating the lowest level of health and a 5 representing a tree with no outward appearance of decline, although there are some discrepancies, within the Tree Inventory.

19 Elm Street: The tree continues losing limbs. A large fissure has developed since the last review by the City Council. The homeowner is now more concerned about the tree falling on the house.

Per the City Tree Ordinance these trees have been tagged, notifying the public of the requested removal and contact information for the City Manager's Office to report any questions or concerns regarding the request. As required, they must be posted at least two weeks before being brought before the City Council for discussion and consideration. As of Thursday, November 14th, the City Manager's Office has not received any comments. I will update at the meeting with any comments that come in before the meeting on Tuesday.

Please see the attached photo of the tree and excerpt from the 2021 City of Belfast Street Tree Inventory (10-F). I will be at the meeting to answer any questions you may have regarding this tree.

**10-G Request to authorize funding up to \$ 3,385.00 to address fire sprinkler system deficiencies at the Belfast Police Department.**

During a recent inspection by Maine Fire, it was determined that the Belfast Police Department fire sprinkler system has deficiencies. The accelerator failed to operate and needs to be replaced. Repairing these deficiencies is important to the proper operation of the fire sprinkler systems. Both Maine Fire and City of Belfast Facility Maintenance Director Norman Gilmore recommend moving forward with this repair in a timely manner due to safety concerns.

Maine Fire provided a quote for the work which includes labor and materials for \$3,385.00. If approved by the City Council, City staff recommend that a motion is made to appropriate funding of \$3,385.00 for the fire sprinkler deficiency project at 2 Franklin Street, transferring

these funds from the Undesignated Fund Balance into the City Building Maintenance, Repairs and Misc. Account #140-520, as this is an unexpected expense that was not budgeted for.

Please see the attached proposal (10-G) for correction of the deficiencies on the fire sprinkler system at the Belfast Police Department. I will be at the meeting to answer any questions you may have regarding this matter.

### **10-H Council discussion and consideration of Municipal Divestment.**

Local members of the Boycott, Divest, and Sanctions (BDS) Movement reached out to Mayor Sanders urging the City Council to consider municipal divestment from any publicly traded companies that are described by BDS as “part of Isreal’s prolonged military occupation, apartheid, and genocide”.

City Finance Director Amy Bradford reached out to the City’s financial institutions to determine if the City currently invests in any of the companies listed in the document provided by the advocacy group. One financial institution had the City of Belfast’s money invested in two companies cited. Bank representatives have communicated that they can remove the money immediately from those two companies should the City Council authorize them to do so.

If approved by the City Council, City staff recommend a motion to direct the City Finance Director to work with the City’s financial institutions to divest the City of Belfast from any of the publicly traded corporations on the list provided by local BDS Movement representatives.

Additionally, the group supplied a draft resolution calling for divestment. If supported by the City Council, the Mayor should read the resolution and propose a motion for adoption.

Please see the attached memo (10-H) from Finance Director Amy Bradford for further details along with information provided by Mayor Sanders regarding municipal divestment and the Boycott, Divest, and Sanctions Movement. I will be present to present and answer any questions.

### **10-I Signing Council Orders**

On Friday, November 8<sup>th</sup> the Belfast Area Chamber of Commerce held their Annual Chamber Awards Gala. Each year at the event, Chamber membership and members of the community acknowledge businesses and individuals under various award categories for their dedication and contributions to our community.

One of these awards is Citizen of the Year. This award recognizes a person who has made an outstanding positive impact in Waldo County, either through a single event or on a continuous basis. Nominees were from any occupation, including business, education, services, medical, government, a charitable organization, or they could be a resident.

I am proud to acknowledge this year's Citizen of the Year recipient, the City of Belfast's very own Harbor Master Kathy Given.

Harbor Master Given has worked for the City of Belfast for twenty-seven years. Our harbor is often referred to as a hidden gem and this is in large part due to Harbor Master Given's stewardship.

Over the last year Harbor Master Given has had to pivot her focus as several severe coastal winter storms have wreaked havoc on our harbor and shoreline. She has worked hard to ensure the safety and restoration of our harbor in time for our busy spring and summer seasons that are intrinsic to our local economy.

Congratulations Harbor Master Given. The City of Belfast is incredibly fortunate to have you at the helm of our harbor.

**City of Belfast  
Consent Agenda  
Tuesday, November 19, 2024  
Meeting #10**

The following items are proposed as our Consent Agenda. As in the past the items are voted on in one blanket motion to the affirmative. One Councilor makes a motion to approve the items as stated, and then another Councilor will second that motion and the whole Council votes. If a Councilor requests an item be removed from the consent agenda, they do so during the adoption of the agenda. If a member of the public requests that an item be removed from the consent agenda, they can do so in the open to the public section. Suggested motions are listed and supporting material is enclosed.

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

**A. Request to approve the following Victualer License renewals, due to expire May 31, 2025:**

**WineSnak LLC                      d/b/a Pulling Corks**

Motion to approve the following Victualer License renewals, due to expire May 31, 2025:

WineSnak LLC                      d/b/a Pulling Corks

**B. Request to approve an application by WineSnak LLC d/b/a Pulling Corks located at 31 Pendleton Street, Belfast, Maine for a new Malt and Vinous liquor license.**

Motion to approve an application by WineSnak LLC d/b/a Pulling Corks located at 31 Pendleton Street, Belfast, Maine for a new Malt and Vinous liquor license.

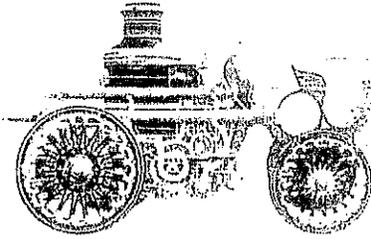
**C. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Bingo and Sealed Tickets) for Tarratine Tribe #13 I.O.R.M & AUX located at 153 Main Street, Belfast, Maine. This approval is granted from January 1, 2025, through December 31, 2025.**

Motion to approve a twelve-month Blanket Letter of Approval for Game of Chance (Bingo and Sealed Tickets) for Tarratine Tribe #13 I.O.R.M & AUX located at 153 Main Street, Belfast, Maine. This approval is granted from January 1, 2025, through December 31, 2025.

**D. Request from the Fire Chief to confirm Daniel Quintilla as a Part-time EMT/Firefighter for the Belfast Fire and Ambulance Department.**

Motion to confirm Daniel Quintilla as a Part-time EMT/Firefighter for the Belfast Fire and Ambulance Department.

9.D



*Belfast Fire & Ambulance Department*  
*131 Church Street • Belfast, Maine 04015*  
*Phone 338-3302*

November 12, 2024

Honorable Mayor Sanders

Belfast City Councilors

City Mgr. Herbig

Re; Part time EMT/ Firefighter Daniel Quintilla

I submit for your confirmation the name of Daniel Quintilla for the position of part time EMT/ Firefighter. Daniel is a State of Maine licensed EMT and certified Firefighter. He currently works for St. George EMS and is a member of the Rockland Fire and EMS call division, enrolled in the Advanced EMT class presently and will have that completed in a couple months. Daniel comes to Belfast seeking more experience within EMS. I believe he will make a great addition to our team and serve the City of Belfast and its citizens well.

If you have any questions, please feel free to reach out.

Patrick Richards

Fire Chief/Ambulance Director

10.A



**City of Belfast  
Employment Opportunity  
Deputy City Clerk/Deputy Tax Collector**

The City of Belfast, population 7,000, is looking for a Deputy City Clerk/Deputy Tax Collector.

The position reports directly to the City Clerk and is responsible for the preparation and maintenance of official documents; supervision of elections; issuance of various licenses and permits; recording various documents; and preparation of reports. The salary range for this position is \$41,349 to \$48,168 in addition to a competitive benefits package. The schedule for this position is a 4-day work week, Monday through Thursday.

Applicants must have a minimum of a high school diploma or have a GED, training in office practices, record keeping, exceptional organizational, and customer service skills. Municipal experience and Notary Public preferred. Certification as a municipal clerk/tax collector or ability to obtain certification within a reasonable length of time. The job description may be found online on the City's website at [cityofbelfast.org](http://cityofbelfast.org).

All applications are to be submitted in confidence and should include a letter of introduction, a completed Belfast Employment Application form (found on web site under Job Openings) and a resume which must be turned into the Human Resource Administrator, Nancy Driscoll, at 131 Church Street or mailed no later than 6:00 PM on Wednesday, September 25, 2024.

Applications should be in a sealed envelope and addressed to:

City of Belfast  
Deputy City Clerk/Deputy Tax Collector Search  
C/O HR Administrator  
131 Church Street  
Belfast, Maine 04915

The City of Belfast is an equal opportunity employer.



**CITY OF BELFAST  
DEPUTY CITY CLERK/DEPUTY TAX COLLECTOR**

**Nature of Work:**

At the direction of the City Clerk, assist in all matters of Clerks' duties and Tax Collectors' duties as outlined in the Maine State Statutes, City Ordinances, and the City Charter. (Assume duties of the Clerk/ Tax Collector in his/her absence)

**Essential Duties and Responsibilities:**

Provide excellent Customer Service to the public, city staff and co-workers.

Provide administrative support to City Clerk and Tax Collector that requires proficiency in; cash receipting; data input; office practices, filing, and knowledge of office machines.

Perform end-of-day cash ups with accuracy and proficiency.

Courteously answer telephones, take messages, or transfer calls to other departments located within City Hall as well as assisting inquiries that are non-city related.

Issue annual Hunting - Fishing - Dog Licenses.

Preserve, file, make certified copies (birth, marriage, and death records), issuance of marriage intentions/licenses; genealogy research, file search, maintain monthly vital records for annual reports, and order appropriate supplies.

Issue Licenses and Permits as outlined in the City Ordinances and Charter.

Such as: Annual Victualer, Special Amusements, Coin Operated, Taxi, Bed & Breakfast, Pawn Shops, Parade, Itinerant Vendors, Junkyards, Lunch Wagons, Off-premises Catering, Bingo, Certificates of Mercantile, Liquor license applications and other licenses of expiration date.

Organize and maintain all inventory needed to run elections.

Extensive voter registration computer entry, along with filing.

Regularly monitor office supplies and storage areas.

Perform duties and tasks as assigned by the City Clerk.

Annual property tax billing; and bi-annual sewer billing processing and mailing.  
Bookkeeping of accounts is used for both City Clerk and Tax Collector functions.  
Researching mortgage holders from the Registry of Deeds on all unpaid tax accounts.  
Sending certified letters to both landowner on record and mortgage holders, for unpaid tax/sewer accounts.  
Assisting customers in registering vehicles, boats, ATVs, and snowmobiles.  
Assisting customers with questions or issues with any information pertaining to City business.  
Filing all documents required by State Law.  
Processing all payments due to the City of Belfast for all departments.

**Skills, Knowledge, and Abilities:**

Knowledge of Vital Records Administration through training.  
Maintain an accounting system suitable for municipal accounting and professional auditors.  
The knowledge or, after adequate training, be able to assist in the election process. Ability to deal courteously and effectively with the public daily.  
Ability to work in a fast-paced atmosphere with many interruptions and changes.  
Ability to prepare accurate and complete reports of tax collections on a daily, weekly and monthly basis.  
Maintain a positive and professional working relationship with the public and co-workers.  
Willingness to accept work as directed.  
Take initiative to learn aspects of jobs performed in Clerk's office, and the Tax Collectors office (ability to cross train mandatory).  
Ability to adapt and accept change on a regular basis, as well as accepting constructive criticism from Supervisors.  
Considerable knowledge of State Statutes, City Charter, and City Ordinances.  
Ability to utilize various types of electronic and manual programs used for recording.  
Information directed by various agencies, offices, or related units.

**Employment Requirements:**

Minimum Qualifications: High School Diploma or equivalent with above average office experience (typing, grammar, and computer proficiency)

Desirable experience: Municipal preferred but will consider work experience. Notary Public preferred.

September 3, 2024

To Human Resource Manager:

My name is Sarah Chapman, I am writing to you today to express my sincere interest in the position of Deputy Clerk/Deputy Tax Collector currently available with the City of Belfast.

Drawn to diverse communities, I thrive through interaction with people of varied experience and perspectives. My work with non-profits, in both rural and urban areas, has helped me develop a patient and balanced approach in situations that require such characteristics. I believe that consistent support and reliable communication are essential to the health of an organization. I know it is as important to listen as it is to clearly communicate with co-workers, volunteers, and community members.

Much of my work in the last decade has involved building community relationships and finding new ways to extend the mission and presence of the organizations I represent. I worked as an events coordinator previously for the Maine Craft Association during the first year of the organization's Portland Fine Craft show, and organized many events and trainings when I was a Marketing Manager for the Girl Scouts of Maine. My work as a Postmaster with the United States Postal Service required a great deal of organizational strength and ability to balance and complete many projects on tight deadlines. Additionally, while working as a supervisor with the United States Postal Service in New Jersey, I received extensive training in address management, working closely with the Addressing and 911 Coordinators for the towns served by my office. My current work with the Town of Hope as a Deputy Town Clerk, Tax Collector, and Registrar has enabled me to further hone my organizational skills and interpersonal communication.

Thank you for your consideration. Please find included my resume. I am happy to answer any questions that may arise concerning my experience and education, and to supply any other materials or documentation necessary. Thank you.

Sincerely,



Sarah B. Chapman

**Sarah B. Chapman**

**Hope, ME 04847**

## **Relevant Work Experience**

**Town of Hope, Deputy Town Clerk, Hope, ME August 2023 - present**  
**United States Postal Service, Postmaster, Camden Post Office, Camden, ME July 2021 – May 2023**  
**United States Postal Service, Acting Postmaster, Lincroft Post Office, Lincroft, NJ October 2020- July 2021**  
**United States Postal Service, Safety Specialist, South Jersey District, Bellmawr, NJ December 2019 – July 2021**  
**United States Postal Service, Customer Care Supervisor, Lakewood, NJ 2019**  
**United States Postal Service, Customer Care Supervisor, Manasquan, NJ 2018-2019**  
**United States Postal Service, City Carrier, Lakewood, NJ 2017-2018**  
**Ocean County College, Adjunct Assistant Instructor: English, Toms River, NJ 2015-2017**  
**Maine Craft Association, Participant & Volunteer Coordinator for Portland Fine Craft Show, Portland, ME Summer 2015**  
**Private Clients Proofreader & Editor Portland, OR; Maine; Point Pleasant Bch, NJ 2007-2017**  
**RSU 3, Long-term Substitute Teacher: Literacy, Walker School, Liberty, ME 2014**  
**Davistown Museum, Assistant Curator Liberty, ME 2013-2014**  
**Girl Scouts of Maine, Membership Manager, South Portland, ME 2010-2013**

## **Professional Skills**

### **Municipal Government**

- Supported the Town Clerk with vital records, tax collection, Bureau of Motor Vehicle registrations, Inland Fisheries registration (MOSES), and elections.
- Attended trainings related to becoming a Town Clerk/Deputy Clerk, BMV trainings, 21-A trainings, MOSES training, TRIO training, Vital Records training, and Lien training.
- Organized and composed the Town Report for the 2023-2024 fiscal year.
- Created various letters to support the work of the Code Enforcement officer, Animal Control officer, and Assessors' agents (including letters to Veterans' Widows and reminders to town residents about registering their dogs).
- Assisted the 911 coordinator with administrative responsibilities related to new addresses.

### **Management & Recruitment**

- Officer in charge of training, recruitment, retail and delivery operations for USPS office with seventeen to twenty direct reports. Community outreach and relations.

- Front line supervisor in Postal Service offices with more than thirty employees. Responsible for training, support, daily operations of city carrier postal routes. Safety reporting, address management and growth management.
- Worked in partnership with five teams of administrative volunteers to develop strategies for support, retention, and training of new volunteers and girl members through GSME
- Designed and implemented programs for girl membership in accordance with the designs developed through GSUSA.
- Managed and supported adult and girl volunteers in Central Maine (rural and urban populations). Responsible to 1200 volunteers and members.
- Recruited and placed girls in various programs through GSME
- Recruited and trained new volunteers to organize Troops for girls through the Girl Scout program.

### **Community Outreach & Communication**

- Public face of the Postal Service as Postmaster of Camden during a difficult period following inadequate management and a lengthy construction project that eventually led to closure of the office. Communication regarding stages of closure.
- Address management within a rapidly growing community in central New Jersey for the USPS. Oversaw the addition of more than 2000 addresses in a year period. Worked directly with construction firms, property managers, and homeowners.
- Volunteer support and communication for the first Portland Fine Craft Show in 2015, including providing all directions for the event (driving directions, parking for the day of the event, booth assignment) as well as social media promotion for the event.

### **Writing & Research**

- Safety and OSHA compliance audits and reporting
- More than a decade of proofreading and editing experience: fiction, non-fiction, web-based, advertising, grants, business plans.
- Research (academic, non-profit, and private sector), web-based and database and archival.
- Blogger (personal narrative and mental health advocacy)
- Crafted proposals for a small GIS firm
- Grant writing experience
- Composed news articles, press releases, and advertising copy.
- Graduate thesis concerning historical constructions of gender (literature and history)

### **Certification & Honors**

- **Notary Public and Marriage Officiant**
- **Spot Award recipient (USPS) Service to others within the Postal Service.**
- **Toinette Menashe MALS Scholarship Recipient: 2006 (Reed)**
- **Dean's List: 1997, 1998. (University of Puget Sound)**
- **English Honors Society member (University of Puget Sound)**

### **Education**

Reed College: **Master of Arts in Liberal Studies (GPA 3.4) 2004-2006**

University of Puget Sound: **B.A. English Literature (GPA 3.4) 1996-2000**

# City of Belfast

## Employment Application

In compliance with Federal and State Equal Employment Opportunity laws, qualified applicants are considered for all positions applied for without regard to race, color, religion, sex, national origin, age, marital status or the presence of non-job-related medical condition or handicap. Due to Maine Laws, applications are not confidential.

(Answer all questions—please type or print in ink)

Date of Application: September 3, 2024

Position(s) applied for: Deputy City Clerk/ Deputy Tax Collector

Referral Source:  Advertisement  Friend  Relative  
 Job Service  Other Maine Municipal website

Name: Chapman Sarah Beth  
Last First Middle

Residence Address: \_\_\_\_\_  
Street City State Zip Code Mailing

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Are you known to schools/references by some other name? No

If so, what name: \_\_\_\_\_

Have you filed an application or been employed here before? Yes

If yes, date(s): Spring 2024 applied for a position as the office Administrative Assistant in the City Manager's office.

(2)

Give name, address, and phone number of three references not related to you:

Chelsea Summers

Nick VanDaley

Pamela Jordan

Employment Experience:

List each job held. Start with your present or last job. Include military service assignments and volunteer activities.

1. Employer Town of Hope 2. Employer United States Postal Service

From August 2023 to present

From March 2017 to May 2023

Address 441 Camden Road Hope ME

Address New Jersey and Maine several locations.

Type of Work Deputy Clerk/Deputy Treasurer/Deputy Registrar

Type of Work City Carrier, Safety Specialist, Postmaster

Reason for Leaving Currently employed

Reason for Leaving Quality of Life

If you need additional space, please continue on a separate sheet of paper and attach.

Summarize special skills and qualifications acquired from employment or other experiences.

Over a year of experience as a Deputy Town Clerk. More than eight years as a manager or supervisor in marketing and retail environments.

Notary Public, Marriage Officiant. I have had extensive training in the duties required for a Deputy Clerk.

Education:

Level	Name	Location	Years Completed
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Elementary	<u>Tack Elementary</u>	<u>Portland, ME</u>	<u>4 5 6 7 8</u>
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High School	<u>Portland High School</u>	<u>Portland, ME</u>	<u>9 10 11 12</u>
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Undergraduate	<u>Univ. of Puget Sound</u>	<u>Tacoma, WA</u>	<u>1 2 3 4 BA English Lit.</u>
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Graduate	<u>Reed College</u>	<u>Portland, OR</u>	<u>1 2 3 4 2.5 years Masters in Liberal Studies</u>
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(3)

Diploma: Academic Vocational

Degree(s) Bachelor of Arts in English Literature (2000) Masters of Arts in Liberal Studies (2006)

Describe course of study, specialized training, apprenticeship, skills, and extra-curricular activities: English Literature, History, religious studies.

**AGREEMENT:**

I certify that the answers provided by me herein are true and complete to the best of my knowledge.

I authorize you to make such investigation and inquiries of my personal employment, and other related materials that may be necessary in arriving at an employment decision. I hereby release employers, schools, and person from all liability in responding to inquiries in connection with my application.

I understand that person(s) soliciting this application may base their selection of applicants to interview or hire on qualifications listed in the Administrative Personnel Code of the City of Belfast, and that I am not entitled to an interview simply by virtue of having applied for the position.

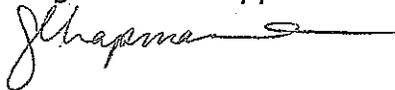
In the event of employment, I understand that false or misleading information provided in application or interview(s) may result in my discharge. I understand also that I am required to abide by all the rules and regulations of the City.

Date: September 3, 2024

Sarah B Chapman

Digitally signed by Sarah B Chapman  
Date: 2024.09.03 10:20:53 -0400

Signature of Applicant



**MEMORANDUM OF UNDERSTANDING**

The Town of Northport (Town) and the City of Belfast (City) agree as follows regarding the survey of the municipal boundary between the Town and City performed by Robert A. Yarumian II, PLS, dated October 30, 2024:

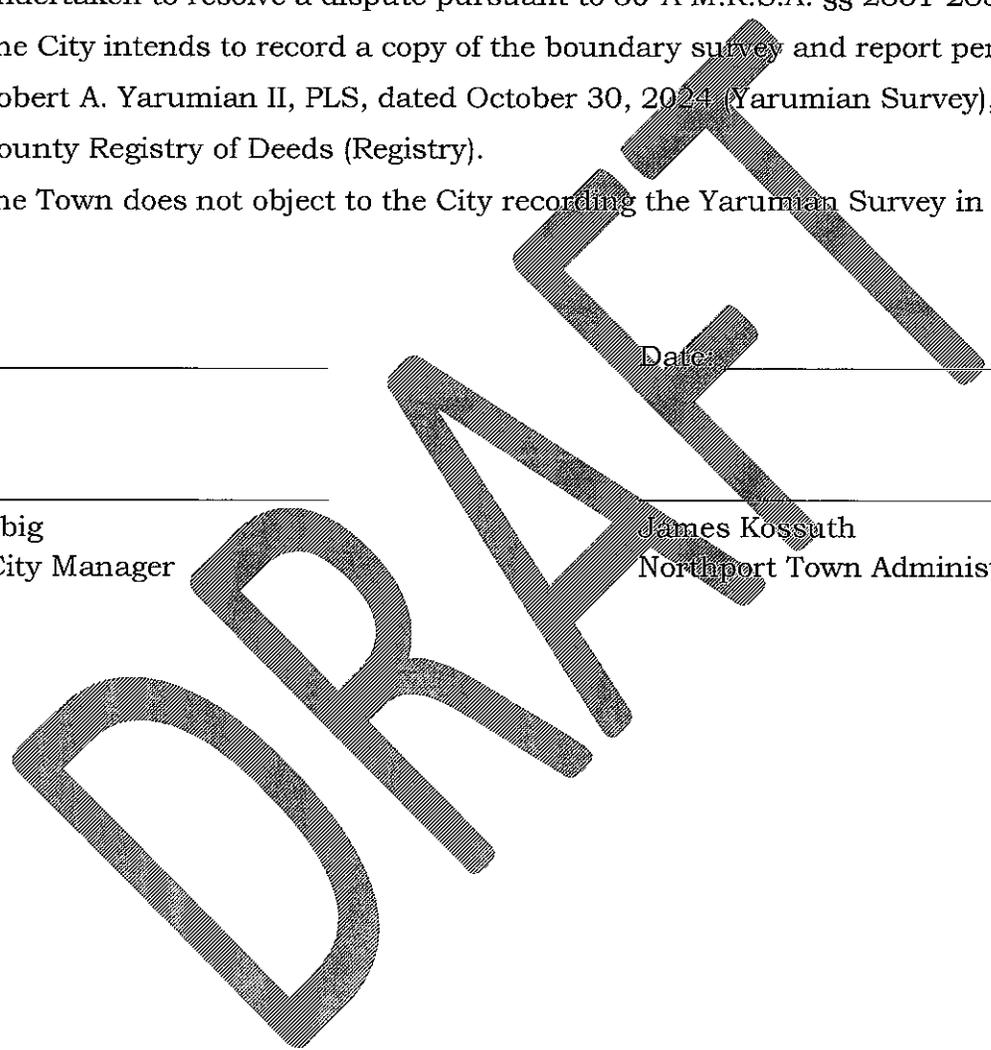
1. There is no dispute between the Town and the City regarding the location of the municipal boundary between the two municipalities, and this survey was not undertaken to resolve a dispute pursuant to 30-A M.R.S.A. §§ 2851-2852.
2. The City intends to record a copy of the boundary survey and report performed by Robert A. Yarumian II, PLS, dated October 30, 2024 (Yarumian Survey), in the Waldo County Registry of Deeds (Registry).
3. The Town does not object to the City recording the Yarumian Survey in the Registry.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Erin Herbig  
Belfast City Manager

\_\_\_\_\_  
James Kossuth  
Northport Town Administrator



10.C



# CITY OF BELFAST

131 Church Street  
Belfast, Maine 04915

**Pamela J. Salokangas, CPRP, CPSI**  
Parks & Recreation Director

**Email:** parksandrec@cityofbelfast.org  
**Phone:** (207) 338-3370, ext. 127

## MEMORANDUM

**TO:** Erin Herbig, City Manager  
**FROM:** Pam Salokangas, Parks and Recreation Director  
**DATE:** November 12, 2024  
**RE:** Belfast City Park Tree Work

In May 2024, I completed a walk-through of Belfast City Park with Aleta McKeage, a well-known tree expert and the developer of the City Park Arboretum, Map, and Activities Guide, and Carol Herwig, a Certified Arborist. Upon my first tour of the park in late March 2024, I noticed a significant amount of tree damage from storms as well as aging and dying trees. I invited these experts to walk the entire park with me and we completed a tree inventory that included 1) limbing and shaping (removing dangling branches), and 2) trees that needed to be removed immediately due to unsafe conditions.

Later in April, I requested a reasonable amount of funding in the FY25 budget for tree work that would be scheduled for the fall months--\$7,000 total. In late summer, I contacted several tree companies to set-up walk-throughs of the park so that we could review the priorities—removal of trees (ranked between immediate removal to phase 2 removal) and limbing/pruning/shaping of trees (also ranked from dangerous widow-maker branches to lopsided storm damage to general pruning). I contacted Littlefield Tree Service, Benner’s Tree Service, and ForTree, Inc. I didn’t receive a response from Littlefield, and Benner’s Tree Service was very busy this summer; we tried multiple times over six weeks to schedule a walk through. Unfortunately, we were never able to meet and tour in person. Didier Bonner-Ganter from ForTree, Inc., was the only tree specialist who was able to schedule time to do a walk-through and evaluate the trees that Aleta, Carol and I initially identified as needing care, and the only company who was able to provide a follow-up quote.

During the walk-through with ForTree, Inc., we inspected the Level 1 (high priority) trees for the work noted above—limbing/shaping and tree removal. Nine (9) trees were earmarked for Level 1 needs to include four (4) tree removals and five (5) trees requiring heavy pruning, balancing, and removing damaged/dangling branches. The initial price to complete the work and to include site clean-up came to \$14,000, well over what was budgeted for FY25. This quote did not include any stump grinding.





# CITY OF BELFAST

131 Church Street  
Belfast, Maine 04915

Memo to City Manager Herbig  
November 12, 2024  
Page 2

Therefore, I asked for a revised quote to reduce the scope to just four (4) tree removals and site clean-up, which brought the price down to \$8,000. In discussion with City Manager Herbig, I went back to my budget to find the additional \$1,000 from the budget to cover the difference over the budgeted amount as this work is very much needed.

We're requesting that City Council support this quote provided by ForTree, Inc. with the reduced scope priced at \$8,000.

Additionally, our plan is to determine if there are other methods for handling the other Level 1 needs—the limbing and pruning/shaping—with other City departments or outside partners. We will also request additional tree care funding in the FY26 and FY27 budgets as it may take two more years to complete the work for both the damaged trees and the trees that are at the end of their life span. I will also be working with Aleta and Carol again to formulate a plan for tree replacements and for updating the Belfast City Park's Arboretum's master map/list.

Attached to this memo is the ForTree, Inc. proposal with the four (4) trees marked for removal.



# forTREE Inc.

TREE CARE SPECIALIST  
(207) 691-3056

Estimate for Tree Work

November 2024

**Prepared for -**  
**City of Belfast, Parks and Recreation Department**  
**Attn: Pamela Salokangas**  
131 Church Street  
Belfast, ME 04915

**Prepared by -**  
**ForTree Inc.**  
PO Box 124  
Searsmont, Maine 04973  
(207) 691-3056  
Email: treescapes@icloud.com

President – Didier Bonner-Ganter  
*ISA Certified Arborist*  
*Maine Licensed Arborist*  
*Maine Licensed Forester*

Estimate for the City of Belfast – Belfast City Park

- Removal of trees listed below within the City Park and identified on satellite photo:
  - Horse chestnut
  - White birch
  - Cottonwood
  - White pine
- Clean up all material (haul and/or chip material)

Cost estimate: \$8,000.00



10.D



CITY OF BELFAST, MAINE 04915  
131 Church Street

PLANNING AND CODES DEPARTMENT

Phone: (207) 338-3370 ext. 125

Fax: (207) 338-2419

Email:

[planningandcodes@cityofbelfast.org](mailto:planningandcodes@cityofbelfast.org)

**MEMORANDUM**

Date: November 12<sup>th</sup>, 2024  
To: Mayor, City Council and City Manager  
From: Alexandra E. Sykes - City Planner  
CC: Pamela Salokangas – Parks and Recreation Director ; Bub Fournier – Director  
Planning and Codes  
Re: City of Belfast Rangeways – Inventory and Stewardship Discussion

---

**BACKGROUND INFORMATION**

The City of Belfast has 11 Rangeways along the East and West Shores of Penobscot Bay; 7 Rangeways on the Westside Shore and 4 Rangeways on the Eastside Shore. The early history of the Rangeways dates back to the 1700s as these pieces of land were to be maintained as ‘town ways’ and were characterized as long, narrow tracts, about 33-feet wide that guaranteed access to every resident to the vital shorefront resources. The Rangeways were further established as a part of Belfast’s cultural fabric since 1995 (led by the Discovery Grant Committee) and continue to provide the community with publicly accessible routes to the shore.

Historically, approximately every 8 years the City has performed an assessment and/or documentation of the Rangeways (2009 and 2017). In kind with the assessment timeline, the City Manager asked the Planning and Codes Department on behalf of Parks and Recreation to perform a cursory assessment of the current conditions of the 11 Rangeways. The aim of this assessment was to look at the previous reports and align the assessment with the previously noted conditions; this included looking at 6 distinct categories (Parking, Monumentation, Signage, Vegetation, Amenities, and Access to Shore) and providing a culminating condition of each Rangeway. Upon review of the previous recommendation reports in relation to the existing field conditions of the Rangeways, some of the recommendations have been already implemented at select Rangeways.

I am enclosing a visual photographic inventory of the conditions assessed across all 11 Rangeways, a quantitative graphic, and preliminary recommendations (overall and specific to each Rangeway). In summary, the assessment conclusions are as follows:

- **Parking** – The parking conditions at each Rangeway vary from designated parking areas, partially in the Right of Way parking areas, and on-street parking areas. Each type of parking area

and associated signage range in presence and visibility. Overall, the majority of the parking is split between either being ‘dedicated with signage’ or ‘partial without signage’.

- **Monumentation** - When speaking about monumentation, the typical visible language established to designate the Rangeway is in the form of split stones at the head of each Rangeway; half of the Rangeways have monumentation and the other half do not, with one having partial monumentation.
- **Signage** – Rangeways historically have been identified in one of two ways with either a blue sign with ‘Public Access – Rangeway Name’ or a green sign with ‘City of Belfast Public Way’. The majority of the Rangeways have a blue sign and the remainder have a green sign; there are no Rangeways that do not have signage.
- **Vegetation** – The vegetation type and maintenance vary across the Rangeways, ranging from maintained pathways, to partially maintained, and overgrown impassible pathways. Historically, the Rangeways have been either maintained by the City and/or abutting property owners. The majority of the Rangeways are maintained or partially maintained (some overgrown – unkept vegetation); 3 of the 11 Rangeways are overgrown fully for more than three-quarters of their paths length.
- **Amenities** – Each Rangeway has a combination of path and public features such as a boardwalk, steps, and/or bench for public use. Amongst the 11 Rangeways, there is an equal amount of Rangeways that have pathways only and steps (stone or wood construction); a bench and boardwalk feature is rare and present at only 2 of the 11 Rangeways.
- **Access to Shore** – All Rangeways provide access to the shore, however, the condition of the path to the shore and the type of transition from path to shore vary across all Rangeways. There are 5 of 11 Rangeways that have clear identifiable points of access to the shore, 4 of the 11 Rangeways have cliff like conditions at the end of their paths, and 2 of the 11 Rangeways have obstructed access points (impassible by foot due to obstruction).

Regarding the overall conditions of the Rangeways, the majority of the Rangeways are in Fair condition; 4 of the 11 in Good condition, and 2 of the 11 are in Poor condition. The overall condition of each Rangeway was determined by a collective look at all 6 assessment categories in relation to how they have been maintained and/or the intactness of their character defining features. In general, throughout the assessment there have been no strong trends that distinctly define Eastside vs. Westside Rangeway characteristics; each shore’s Rangeways bear similarities across all 6 categories.

This assessment performed throughout the summer of 2024 hopes to be able to prompt a discussion regarding the Rangeways and hopes to provide Parks and Recreation Department and the City Council a foundation to further develop a framework for continued stewardship of one of Belfast’s unique assets. Planning and Codes Staff plans to meet with the Parks, Trails and Recreation Committee on Thursday, November 14<sup>th</sup> prior to the City Council meeting and hopes to be able to provide a verbal update regarding the discussion had.

## **REQUESTED COUNCIL ACTIONS**

I ask the City Council to discuss stewardship of the Rangeways and direct Parks and Recreation Department on how to proceed forward in developing a maintenance plan and prioritization matrix to ensure the continued stewardship of one of Belfast’s unique assets.

# CITY OF BELFAST RANGEWAYS



## CITY OF BELFAST RANGEWAYS ASSESSMENT (SUMMER 2024)

- 01** VISUAL CONDITION TYPOLOGY
- 02** VISUAL INVENTORY \_WESTSIDE + EASTSIDE
- 03** VISUAL INVENTORY SUMMARY GRAPHIC
- 04** OVERALL CONDITIONS + RECOMMENDATIONS
- 05** OVERALL CONDITIONS - VISUAL MAP

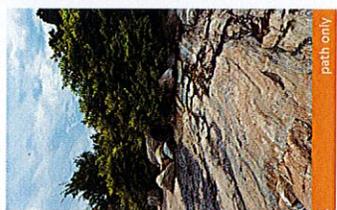


01 CITY OF BELFAST RANGEWAYS - VISUAL CONDITION TYPOLOGY

	1a	1b	2	3a	3b	VEGETATION	1	2	3a	3b		1	2	3
PARKING	 1a on street - with sign	 1b on street - without sign	 2 partial - without sign	 3a dedicated - with sign	 3b dedicated - without sign	VEGETATION	 1 overgrown	 2 partially maintained	 3 maintained					
MONUMENTATION	 1 none	 2 partial	 3 present			AMENITIES	 1 path only	 2 boardwalk	 3a steps - wooden or stone	 3b bench				
SIGNAGE	 1 none	 2 green sign - ROW	 3 plus sign - ramp			ACCESS TO SHORE	 1 obstructed	 2 steep - caution	 3 clear access					

02 CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY \_ WESTSIDE SHORE

- CRITERIA**
- Parking**  
 (1a) On Street - with sign  
 (1b) On Street without sign  
 (2) Partial - without sign  
 (3a) Dedicated - with sign  
 (3b) Dedicated - without sign
- Monumentation**  
 (1) None  
 (2) Partial  
 (3) Present
- Signage**  
 (1) None  
 (2) Green Sign - ROW  
 (3) Blue Sign - Name
- Vegetation (Path)**  
 (1) Overgrown  
 (2) Partially Maintained  
 (3) Maintained
- Amenities**  
 (1) Path Only  
 (2) Boardwalk  
 (3a) Steps - Wooden or Stone  
 (3b) Bench
- Access to Shore**  
 (1) Obstructed  
 (2) Steep - Caution  
 (3) Clear Access

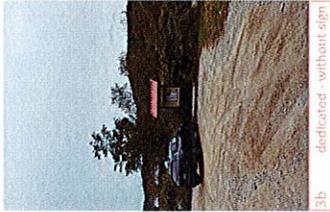
	PARKING	MONUMENTATION	SIGNAGE	VEGETATION	AMENITIES	ACCESS TO SHORE
ALLYN STREET	 3a dedicated - with sign	 3 present	 3 blue sign - name	 3 maintained	 1 path only	 3 clear access
CONDON STREET	 2 partial - without sign	 1 none <i>Pre-Work Completed</i>	 3 blue sign - name	 3 maintained	 1 path only	 3 clear access
FAHY STREET	 1b on street - without sign	 2 partial	 3 blue sign - name	 1 overgrown	 3a steps - wooden or stone	 1 obstructed

02 CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY \_ WESTSIDE SHORE cont.

	PARKING	MONUMENTATION	SIGNAGE	VEGETATION	AMENITIES	ACCESS TO SHORE
HUNTRESS AVENUE	 2 partial - without sign	 1 none	 3 blue sign - name	 2 partially maintained	 1 path only	 2 steep - caution
MAYO STREET	 2 partial - without sign	 3 present	 3 blue sign - name	 3 maintained	 3a steps - wooden or stone	 3 clear access
RACE STREET	 3b dedicated - without sign	 1 none	 3 blue sign - name	 2 partially maintained	 3b bench	 2 steep - caution

- CRITERIA**
- Parking**  
 1a On Street - with sign  
 1b On Street - without sign  
 2 Partial - without sign  
 3a Dedicated - with sign  
 3b Dedicated - without sign
- Monumentation**  
 1 None  
 2 Partial  
 3 Present
- Signage**  
 1 None  
 2 Green Sign - ROW  
 3 Blue Sign - Name
- Vegetation (Path)**  
 1 Overgrown  
 2 Partially Maintained  
 3 Maintained
- Amenities**  
 1 Path Only  
 2 Boardwalk  
 3a Steps - Wooden or Stone  
 3b Bench
- Access to Shore**  
 1 Obstructed  
 2 Steep - Caution  
 3 Clear Access

02 CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY \_ WESTSIDE SHORE cont.

	PARKING	MONUMENTATION	SIGNAGE	VEGETATION	AMENITIES	ACCESS TO SHORE
UPPER BRIDGE WEST	 3b dedicated - with sign	 3 present	 2 green sign - ROW	 2 partially maintained	 1 path only	 2 steep - caution

**CRITERIA**

- Parking**
- 1a On Street - with sign
  - 1b On Street without sign
  - 2 Partial - without sign
  - 3a Dedicated - with sign
  - 3b Dedicated - without sign

- Monumentation**
- 1 None
  - 2 Partial
  - 3 Present

- Signage**
- 1 None
  - 2 Green Sign - ROW
  - 3 Blue Sign - Name

- Vegetation (Path)**
- 1 Overgrown
  - 2 Partially Maintained
  - 3 Maintained

- Amenities**
- 1 Path Only
  - 2 Boardwalk
  - 3a Steps - Wooden or Stone
  - 3b Bench

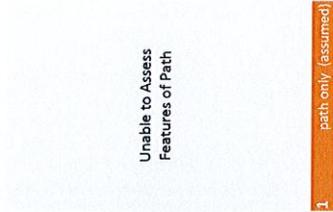
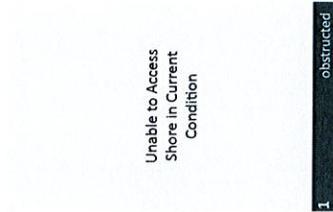
- Access to Shore**
- 1 Obstructed
  - 2 Steep - Caution
  - 3 Clear Access

CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY \_ EASTSIDE SHORE\*

	PARKING	MONUMENTATION	SIGNAGE	VEGETATION	AMENITIES	ACCESS TO SHORE
UPPER BRIDGE EAST	 3a dedicated - with sign	 3 present	 2 green sign - ROW	 3 maintained	 3a step - wooden or stone	 3 clear access



02 CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY \_EASTSIDE SHORE\* cont.

	PARKING	MONUMENTATION	SIGNAGE	VEGETATION	AMENITIES	ACCESS TO SHORE
HIGHVIEW TERRACE	 1a on street - with sign	 1 none	 3 blue sign - name	 2 partially maintained	 3a steps - wooden or stone	 2 steep - caution
PARISH STROUT FARM	 2b partial - without sign	 1 none	 2 green sign - ROW	 1 overgrown	 1 path only (assumed)	 1 Unable to Assess Shore in Current Condition
STEPHENSON LANE	 3a dedicated with sign	 3 present	 3 blue sign - name	 1 overgrown	 2 boardwalk	 3 clear access

CRITERIA

- Parking**
  - 1a On Street - with sign
  - 1b On Street without sign
  - 2 Partial - without sign
  - 3a Dedicated - with sign
  - 3b Dedicated - without sign
- Monumentation**
  - 1 None
  - 2 Partial
  - 3 Present
- Signage**
  - 1 None
  - 2 Green Sign - ROW
  - 3 Blue Sign - Name
- Vegetation (Path)**
  - 1 Overgrown
  - 2 Partially Maintained
  - 3 Maintained
- Amenities**
  - 1 Path Only
  - 2 Boardwalk
  - 3a Steps - Wooden or Stone
  - 3b Bench
- Access to Shore**
  - 1 Obstructed
  - 2 Steep - Caution
  - 3 Clear Access



03 CITY OF BELFAST RANGEWAYS - VISUAL INVENTORY SUMMARY GRAPHIC

11 RANGEWAYS | 7 WESTSIDE SHORE - 4 EASTSIDE SHORE\*

1 - 1 - 4 - 3 - 2	5 - 1 - 5	0 - 8 - 3	3 - 4 - 4	5 - 1 - 4 - 1	2 - 4 - 5	2 - 5 - 4
HIGHVIEW TERRACE*	PARISH STROUT FARM*	UPPER BRIDGE EAST*	PARISH STROUT FARM*	UPPER BRIDGE WEST	PARISH STROUT FARM**	PARISH STROUT FARM*
FAHY STREET	HIGHVIEW TERRACE*	UPPER BRIDGE WEST	STEPHENSON LANE*	HUNTRESS AVENUE	FAHY STREET	FAHY STREET
MAYO STREET	RACE STREET	PARISH STROUT FARM*	FAHY STREET	CONDON STREET	HIGHVIEW TERRACE*	STEPHENSON LANE*
PARISH STROUT FARM*	HUNTRESS AVENUE	FAHY STREET	HIGHVIEW TERRACE*	ALLYN STREET	UPPER BRIDGE WEST	HIGHVIEW TERRACE*
HUNTRESS AVENUE	CONDON STREET	ALLYN STREET	UPPER BRIDGE WEST	PARISH STROUT FARM**	RACE STREET	UPPER BRIDGE WEST
CONDON STREET	FAHY STREET	ALLYN STREET	RACE STREET	STEPHENSON LANE*	HUNTRESS AVENUE	RACE STREET
STEPHENSON LANE*	ALLYN STREET	STEPHENSON LANE*	HUNTRESS AVENUE	HIGHVIEW TERRACE*	STEPHENSON LANE*	HUNTRESS AVENUE
UPPER BRIDGE EAST*	UPPER BRIDGE EAST*	HIGHVIEW TERRACE*	UPPER BRIDGE EAST*	UPPER BRIDGE EAST*	UPPER BRIDGE EAST*	CONDON STREET
ALLYN STREET	UPPER BRIDGE WEST	RACE STREET	MAYO STREET	MAYO STREET	MAYO STREET	ALLYN STREET
UPPER BRIDGE WEST	MAYO STREET	HUNTRESS AVENUE	CONDON STREET	FAHY STREET	CONDON STREET	MAYO STREET
RACE STREET	STEPHENSON LANE*	CONDON STREET	ALLYN STREET	RACE STREET	ALLYN STREET	UPPER BRIDGE EAST*

(NAME) + NUMBER OF RANGEWAYS

CRITERIA

CONDITION

ACCESS TO SHORE

AMENITIES

VEGETATION

SIGNAGE

MONUMENTATION

PARKING

TEXT WESTSIDE SHORE RANGEWAYS - TEXT\* EASTSIDE SHORE RANGEWAYS - TEXT\*\* ASSUMED- UNABLE TO ASSESS

LEGEND

- PARKING**
- 1a On Street - with sign
  - 1b On Street without sign
  - 2 Partial - without sign
  - 3a Dedicated - with sign
  - 3b Dedicated - without sign

- SIGNAGE**
- 1 None
  - 2 Green Sign - ROW
  - 3 Blue Sign - Name

- AMENITIES**
- 1 Path Only
  - 2 Boardwalk
  - 3a Steps - Wooden/ Stone
  - 3b Bench

- CONDITION**
- 1 Poor
  - 2 Fair
  - 3 Good

- MONUMENTATION**
- 1 None
  - 2 Partial
  - 3 Present

- VEGETATION**
- 1 Overgrown
  - 2 Partially Maintained
  - 3 Maintained

- ACCESS TO SHORE**
- 1 Obstructed
  - 2 Steep - Caution
  - 3 Clear Access



# 04 CITY OF BELFAST RANGEWAYS - OVERALL CONDITIONS + RECOMMENDATIONS

## GENERAL RECOMMENDATIONS

### Prioritization Planning

- Gather and access all recommendations for Rangeways
- Prepare preliminary cost estimate for all recommendations
- Determine Priority Rangeway Projects (Consider: Cost, Urgency, and Proximity)
- Develop 1, 3, and 5 year plan to address agreed up recommendations
- Consider available resources for Rangeways (yearly budget allocations and staff)

### Maintenance Protocol

- Develop annual or bi-annual Rangeway maintenance schedule
- Discuss level of consistency between each rangeway desired (Consider: path type, signage, parking, and monumentation)
- Discuss developing a proactive 'storm watch - erosion monitoring' plan for major storms
- Consider community led initiatives (ie Keep Belfast Beautiful)

CONDON STREET	GOOD	<ol style="list-style-type: none"> <li>1. Maintain cleared vegetation</li> <li>2. Consider parking signage</li> <li>3. Monitor concrete stormwater output</li> <li>4. Monitor riprap during major storms</li> <li>5. Consult previously completed Engineering reports (2018)</li> </ol>	UPPER BRIDGE EAST*	GOOD	<ol style="list-style-type: none"> <li>1. Maintain cleared vegetation</li> <li>2. Consider parking signage</li> <li>3. Green sign present (vs. blue)</li> <li>4. Stone step stabilization @ shore</li> <li>5. Monitor riprap during major storms</li> </ol>	UPPER BRIDGE WEST*	FAIR	<ol style="list-style-type: none"> <li>1. Minor vegetation clearing</li> <li>2. Consider parking signage</li> <li>3. Green sign present (vs. blue)</li> <li>4. Install 'caution steep cliff' sign</li> <li>5. Monitor erosion of shore</li> <li>6. Discuss permanent railing down cliff</li> <li>7. Stone stabilization at shore transition</li> </ol>	PARISH STROUT FARM*	POOR	<ol style="list-style-type: none"> <li>1. Major vegetation clearing - currently impassable</li> <li>2. Create definition of pedestrian pathway</li> <li>3. Green sign present (vs. blue)</li> <li>4. Install monumentation</li> <li>5. Establish parking arrangement with abutting property owners</li> </ol>
ALYN STREET	GOOD	<ol style="list-style-type: none"> <li>1. Maintain cleared vegetation</li> <li>2. Stabilize stones at end of path near shore</li> <li>3. Monitor concrete stormwater output</li> <li>4. Consider 'caution slippery conditions'</li> <li>5. Monitor erosion of shore bank</li> </ol>	STEPHENSON LANE*	FAIR	<ol style="list-style-type: none"> <li>1. Major vegetation clearing</li> <li>2. Boardwalk repair in pathway</li> <li>3. Define stone step/pavers at path to shore transition</li> <li>4. Maintain relationship with property owners; signed working contract for parking access</li> <li>5. Discuss encroaching private fence</li> </ol>	HUNTRESS AVENUE	FAIR	<ol style="list-style-type: none"> <li>1. Minor vegetation clearing</li> <li>2. Define path if desired</li> <li>3. Consider parking signage</li> <li>4. Install monumentation</li> <li>5. Install 'steep cliff' signage</li> <li>6. Improve safer pedestrian access</li> <li>7. Monitor highly eroded tree trunks</li> <li>8. Mintor/address cantilevered stormwater output</li> <li>9. Consult Previously Completed Engineer Reports (2018)</li> </ol>	FAHY STREET	POOR	<ol style="list-style-type: none"> <li>1. Major vegetation clearing</li> <li>2. Discuss path width</li> <li>3. Wooden step repair/stabilization</li> <li>4. Consider stormwater output and path coordination</li> <li>5. Install monumentation</li> <li>6. Consider parking signage</li> <li>7. Fallen tree shaping at shore</li> <li>8. Monitor eroded shore banks</li> <li>9. Consult Previously Completed Engineer Reports (2018)</li> </ol>
MAYO STREET	GOOD	<ol style="list-style-type: none"> <li>1. Maintain cleared vegetation</li> <li>2. Discuss path definition</li> <li>3. Consider parking signage</li> <li>4. Monitor riprap during major storms</li> </ol>	HIGHVIEW TERRACE*	FAIR	<ol style="list-style-type: none"> <li>1. Major vegetation clearing</li> <li>2. Consider further path definition</li> <li>3. Install monumentation</li> <li>4. Stone stabilization at shore transition</li> <li>5. Fallen tree shaping at shore</li> <li>6. Consult Previously Completed Engineer Reports (2016)</li> </ol> <p><i>To Note: The City negotiated adjacent shoreland parcel in exchange for former Rangeway boundary with private land owners.</i></p>	RACE STREET	FAIR	<ol style="list-style-type: none"> <li>1. Discuss establishment of more formal path or maintain existing vegetation</li> <li>2. Install monumentation</li> <li>3. Consider parking signage</li> <li>4. Resolve abutters parking conflict</li> <li>5. Install 'caution steep cliff' sign</li> <li>6. Discuss pedestrian access potential amidst riprap</li> </ol>			

\*Recently Repaired

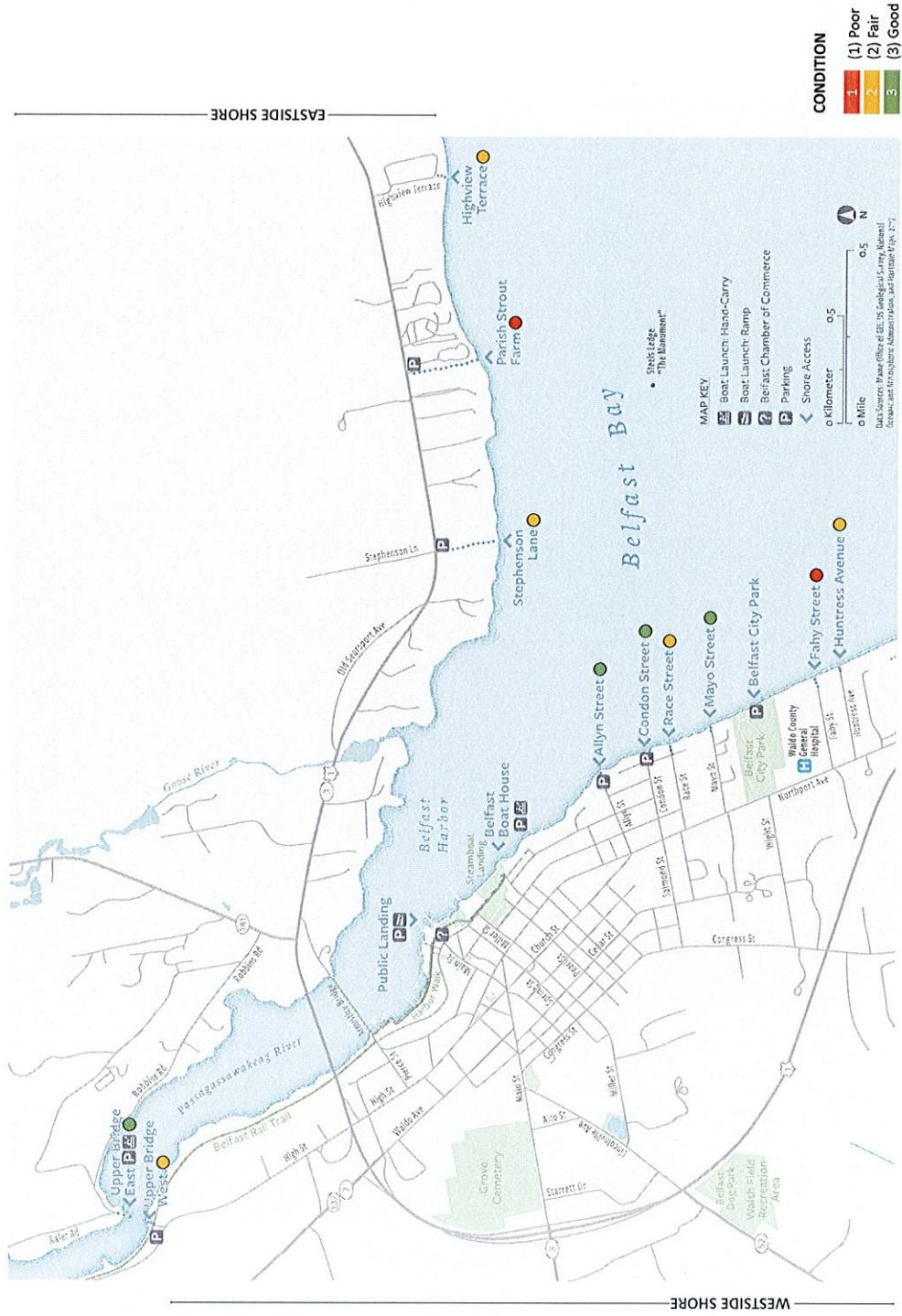
\* Recently Repaired

TEXT WESTSIDE SHORE RANGEWAYS - TEXT\* EASTSIDE SHORE RANGEWAYS



CITY OF BELFAST  
PLANNING & CODES DEPARTMENT  
Alexandra E. Syles, City Planner

05 CITY OF BELFAST RANGEWAYS - OVERALL CONDITIONS - VISUAL MAP



10.E



CITY OF BELFAST, MAINE 04915  
131 Church Street

October 1, 2024

Stephen Wilson CEO-LPI  
City of Belfast

Re: Belfast permit fee schedule proposed changes.

In reviewing the current fee schedule for the City I propose the following changes.

- Adoption of the Feb 2024 ICC building valuation data for a pricing guide. We have always updated our fee schedule to the February data of the previous year. This tends to keep our permitting costs current with the industry. We do compare with the August but have found the data very similar. I am including a change comparison of residential construction for your review.

Building valuation data from ICC					
Group	Feb-23	Feb-24	% Change	Aug-24	% Change
R-3 Residential 1 & 2 Family d	\$ 167.37	165.67	-1.02%	167.37	1.03%
S-2 Storage	\$ 84.28	83.5	-0.93%	83.33	-0.20%
U- Miscellaneous (private garages)	\$ 66.48	64.19	-3.44%	64.65	0.72%
d. Unfinished Basements Group R-3	\$ 31.50	31.5	0.00%	31.5	0.00%

**% change is difference from previous posting**

- The second item is to clarify Flood Plain permitting, Currently we list a fee for Planning Board review of flood permits by the Planning Board, however our ordinance states in 78-64. Review of applications; duties of code enforcement officer.

The code enforcement officer shall:

- Review all applications for flood hazard development permits...

Also under Sec. 78-37. Standards for review of subdivision and development proposals.

(a) The Planning Board shall, when reviewing subdivisions and other proposed developments... ensure that:

- All such proposals are consistent with the need to minimize flood damage.

This is very different than reviewing actual flood permits which is very technical in nature and requires extensive training, so I propose to delete this unnecessary fee.

3. Additional inspection fee option proposed for plumbing permits:

Per the Subsurface Wastewater Rules adopted by the State of Maine Table 4A, b):

b.) Additional inspection fee: Inspections and fees, in addition to those mandated by this rule, may be required by the LPI, through adoption of a local ordinance. Additional inspections may also be required by the LPI when work is found to be incomplete at a prearranged inspection, when work is found to be unsatisfactory, or when access cannot be obtained at a prearranged date and time. In such cases, additional inspection fees may be assessed by the municipality, with the entire additional fees being retained by the municipality.

Per UPC 2021 105.2.6:

**105.2.6 Reinspections.** A reinspection fee shall be permitted to be assessed for each inspection or reinspection where such portion of work for which inspection is called is not complete or where required corrections have not been made.

I request the City of Belfast adopt an optional fee of \$20.00 that may be assessed at the option of the LPI for instances where due to improper work or having to perform excessive inspections for a project above the basic 2 to 3 inspections required by code. I recommend this fee be optional, as some projects due to various factors can require additional inspections that are not caused by improper or non-compliant work.

Thank you for considering these proposed changes to the fee schedule



# CITY OF BELFAST

131 Church St.  
Belfast, Maine 04915

E-mail: ceo@cityofbelfast.org

Tel: (207) 338-3370

Fax: (207) 338-6222

November 7th, 2024

## CITY OF BELFAST PERMIT FEE SCHEDULE (DRAFT for City Council review)

<u>Permit Type</u>	<u>Fee Amount</u>
<u><b>Building</b></u> Residential   Commercial   Marine Construction (Docks, Floats, Gangways)  Certificate of Occupancy, required for all permitted work except fences and sheds less than 200 sq ft. Required for change of use.   Reroofing/Residing Permit <div style="display: flex; justify-content: space-between; width: 100%;"> <span></span> <span>Residential</span> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> <span></span> <span>Non-residential</span> </div>	\$50.00 Minimum fee. Permit fee will be calculated based on .0075 times construction costs. New Construction costs based on Feb. <b>2024</b> ICC BVD Tables. Remodel costs based on estimates from applicants and CEO estimates. Written estimates may be required.  \$75.00 Minimum fee. Permit fee will be calculated based on .0075 times construction costs. New Construction costs based on Feb. 2023 ICC BVD Tables. Remodel costs based on estimates from applicants and CEO estimates. Written estimates may be required.  Same as Commercial.  No construction: \$25 0-\$5,000 construction cost: \$50 \$5,000-\$100,000 construction cost: \$75 \$100,000-\$250,000 construction cost: \$100 Above \$250,000 construction cost: \$200  \$25.00 Same as commercial building permit
<u><b>Demolition</b></u>	\$50.00
<u><b>Electrical</b></u> Residential Commercial	\$50.00 Minimum fee <b>plus</b> 1% of electrical work price. \$75.00 Minimum fee <b>plus</b> 1% of electrical work price.

<b><u>Internal Plumbing</u></b>	\$40.00 Minimum fee plus \$10.00 per fixture.(State Fee Schedule). <b>\$20.00 additional fee for excessive reinspections at LPI discretion.</b>
<b><u>Subsurface System</u></b>	State Fee Schedule that is in effect. Local variance fee \$25.00.
<b><u>Solar Photovoltaic Systems</u></b>	
Small Scale	Follow building permit fees above based on cost. Add electrical permit fee at \$0.002 per watt.
Medium Scale	Building permit fee fixed at \$5,000. Electrical permit fee \$0.002 per watt.
Large Scale	Building permit fee fixed at \$10,000. Electrical permit fee \$0.002 per watt.
<b><u>Sheds</u></b>	
Less than 200 Sq/Ft	\$50.00
More than 200 Sq/Ft	Follow Building Permit fees above
<b>(Sheds 64 sq. feet or less, less than 6' high at the eave, and less than 8' high at the peak do not require a permit but must meet setback of 4 feet from side and rear lot lines. Must also meet applicable front setback.)</b>	
<b><u>Fences (over four feet in height)</u></b>	\$50.00
<b><u>Pools</u></b>	
Above Ground	\$50.00
In-Ground	Follow building permit fees above
<b><u>Mobile Home</u></b>	\$100.00 (covers manufactured portion only. Additional construction such as slab, decks, etc requires building permit.)
<b>(State of Maine Certificate of Taxes/Sewer Fees Paid on Mobile Home paperwork also required. Title 29-A, Sections 462-4; 1002-9; 2382-10)</b>	
<b><u>Sign</u></b>	\$35.00 for first sign & \$25 for each additional sign for same project.
<b><u>Home Occupation/B&amp;B</u></b>	
CEO Review	\$100.00
Planning Board Review	\$200.00
<b><u>Shoreland</u></b>	
<b>CEO Review</b>	
Residential & Commercial Structure	\$200.00
Accessory Structure	\$75.00
Vegetation Clearing/Tree Cutting	\$100.00
Shore Stabilization	\$100.00
Docks (No Planning Board Review)	\$100.00
<b>Planning Board Review</b>	
Non-conforming Expansions	\$200.00
Requiring Minor Site Plan Permit	\$200.00
Requiring Major Site Plan Permit	\$500.00
Docks subject to Planning Board review	\$500.00
<b><u>Floodplain Permit</u></b>	
<b>Permit subject to CEO Review</b>	
Minor Development	\$100.00
New or Substantially Improved	\$200.00

<u>Permit subject to Planning Board Review</u>	
Minor Development	<b>\$100.00</b>
New or Substantially Improved	<b>\$200.00</b>

**NOTE REGARDING SITE PLAN, SUBDIVISION PLAN AND USE PERMIT FEES.**

Many projects that qualify as a Site Plan, a Subdivision Plan, or Use Permit review pursuant to all three respective Chapters of the City Code; Chapter 90, Site Plan, Chapter 102, Zoning and Subdivision Ordinance. The city will charge the larger of the three fees involved with the review, and will not charge all fees for each project.

<b>Use Permits *</b>	
CEO review (minor)	\$50.00 (No cost for Use Permits with no construction)
CEO review (major)	\$100.00
Planning Board Review (minor, nonconformities)	\$250.00 and cost of publishing public hearing notice
Planning Board Review (Major)	\$1,000.00 and cost of publishing public hearing notice
Planning Board, Use Permit Amendment	\$250 and cost of publishing public hearing notice
Zoning Compliance Letter	\$50.00
* The difference between a Major and minor review is based on the size of a project and the amount of staff time involved with the application review. An example of a minor permit request to the Planning Board is a Nonconforming Use Permit. An example of a Major permit is a retail store of 2,000 Sq/Ft or more.	
<b>Site Plan*</b>	
<b>Minor Site Plan Permit</b>	\$1,000.00 & Advertising costs & Deliberations fee
<b>Major Permit (Site Plan)</b>	\$5,000 & Advertising costs & Deliberations fee
<b>Multi-Family Site Plan Permit</b>	\$1,000.00 & Advertising costs & Deliberations fee
8 Units or Less	\$2,500 basic fee and \$100/unit & Advertising costs & Deliberations fee
9 Units or More	
<b>Gravel Pits/Rock Excavation</b>	\$2,000 & Advertising costs & Deliberations fee
<b>Project with Substantial Impact on Environment</b>	\$15,000 & Advertising costs & Deliberations fee
<b>Amendment to Site Plan Permit</b>	\$500.00 & Advertising costs & Deliberations fee
<b>*Deliberation Fees</b>	Amount to be determined by the Department. Deliberations include cost of peer review by City engineer or similar professionals, and costs of legal services incurred by the Planning Board in the review of an application.

<b><u>Subdivision</u></b>	
Application Fee	See Below
Deliberations Fee (Engineering Review)	See Below

**Subdivision Fees**

- **Minor Subdivision (6 lots/units or less):** \$1,000 and advertising costs for Board and staff review of an application. The amount of the deliberations fee will be determined by the Department and will include sufficient funds to pay Board/City need for peer review services by City Engineer or similar professionals and costs of City legal fees incurred by the Board.

- **Major Subdivision (7 lots/units or more):** \$3,000 base fee, and an additional amount of \$100.00 per each lot over 7 lots, and advertising costs for Board and staff review of an application. The amount of the deliberation fee will be determined by the Department and will include sufficient funds to pay Board/City need for peer review services by City Engineer or similar professionals and costs of City legal fees incurred by the Board.

- **Amendment of Approved Subdivision Plan:** \$ 250 minimum and advertising costs for a minor amendment, such as the relocation of a lot line, and \$500 minimum and advertising costs for changes such as increasing the number of lots. An amendment may involve the assessment of a deliberations fee if the Board or Department determine that professional services (e.g. engineering or legal) are needed to assist them in the review of an application.

**Contract Rezoning Application**

City will use the Site Plan fee schedule to determine the appropriate fee for a contract rezoning review.

**Zoning Board of Appeals**

Variances	<del>\$200</del> <b>\$250</b> and cost of required hearing advertisement
Administrative Appeal (CEO Decision)	<del>\$200</del> <b>\$250</b> and cost of required hearing advertisement
Administrative Appeal (Planning Board decision on Use Permit, Nonconforming, Shoreland and similar minor permits)	<del>\$250</del> <b>\$300</b> and cost of required hearing advertisement
Administrative Appeal (Planning Board decision on Site Plan or Subdivision)	\$1,000 and cost of required hearing advertisement

**Sewer Connection (Residential)**

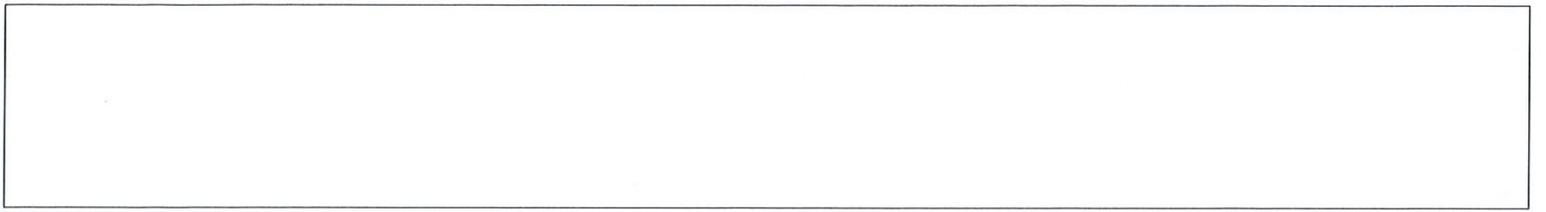
Permit application fee	\$75.00
Plus GPD Usage x \$4.00 per GPD	+ <u>GPD Calculation</u>
	Permit Total determined by the Department

Gallons per day for a residence is calculated based on 90 GPD per bedroom. There may be an amount charged for an escrow account for a road opening fee.

**Sewer Connection (Non-Residential)** See Staff for Non-Residential connection fees.

**Intown Design Review**

Type 1 Permit.	<del>\$100</del> <b>\$150</b>
<b>Type 2 Permit.</b>	<b>\$50.00</b>
Type 3 Permit.	\$50.00



January  
**FEB 2023**

Square Foot Construction Costs <sup>a, b, c</sup>

Group (2021 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	338.88	327.46	319.76	307.63	289.42	280.47	298.24	268.37	259.83
A-1 Assembly, theaters, without stage	310.12	298.70	291.00	278.87	260.66	251.71	269.48	239.62	231.07
A-2 Assembly, nightclubs	275.09	266.93	259.34	250.54	234.96	228.26	241.54	213.57	206.65
A-2 Assembly, restaurants, bars, banquet halls	274.09	265.93	257.34	249.54	232.96	227.26	240.54	211.57	205.65
A-3 Assembly, churches	314.65	303.24	295.53	283.41	265.65	256.70	274.02	244.61	236.06
A-3 Assembly, general, community halls, libraries, museums	268.44	257.02	248.32	237.19	218.26	210.31	227.80	197.22	189.68
A-4 Assembly, arenas	309.12	297.70	289.00	277.87	258.66	250.71	268.48	237.62	230.07
B Business	263.16	253.51	244.15	233.85	213.00	204.65	224.67	187.98	179.49
E Educational	280.42	270.83	263.70	252.34	235.54	223.64	243.64	205.87	199.45
F-1 Factory and industrial, moderate hazard	161.70	154.21	144.70	139.94	124.72	118.51	133.72	103.40	96.83
F-2 Factory and industrial, low hazard	160.70	153.21	144.70	138.94	124.72	117.51	132.72	103.40	95.83
H-1 High Hazard, explosives	150.85	143.36	134.84	129.08	115.17	107.96	122.87	93.86	N.P.
H234 High Hazard	150.85	143.36	134.84	129.08	115.17	107.96	122.87	93.86	86.28
H-5 HPM	263.16	253.51	244.15	233.85	213.00	204.65	224.67	187.98	179.49
I-1 Institutional, supervised environment	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
I-2 Institutional, hospitals	438.26	428.62	419.26	408.96	386.98	N.P.	399.78	361.97	N.P.
I-2 Institutional, nursing homes	304.86	295.22	285.86	275.55	256.23	N.P.	266.37	231.21	N.P.
I-3 Institutional, restrained	298.67	289.02	279.66	269.36	250.30	240.95	260.18	225.29	214.80
I-4 Institutional, day care facilities	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
M Mercantile	205.22	197.06	188.47	180.67	164.83	159.13	171.67	143.44	137.53
R-1 Residential, hotels	267.42	258.06	249.33	240.60	220.62	214.60	240.64	198.79	192.64
R-2 Residential, multiple family	223.61	214.25	205.52	196.79	177.77	171.76	196.82	155.95	149.80
R-3 Residential, one- and two-family <sup>d</sup>	211.77	205.84	200.99	197.13	190.36	183.32	193.75	177.67	167.37
R-4 Residential, care/assisted living facilities	264.93	255.57	246.84	238.11	217.64	211.63	238.15	195.82	189.67
S-1 Storage, moderate hazard	149.85	142.36	132.84	128.08	113.17	106.96	121.87	91.86	85.28
S-2 Storage, low hazard	148.85	141.36	132.84	127.08	113.17	105.96	120.87	91.86	84.28
U Utility, miscellaneous	115.48	108.95	102.64	98.13	88.49	81.89	93.86	69.76	66.48

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$31.50 per sq. ft.

## Building Valuation Data – February 2024

### Square Foot Construction Costs <sup>a, b, c</sup>

Group (2024 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	330.56	318.80	309.39	297.20	277.71	269.67	287.04	258.79	248.89
A-1 Assembly, theaters, without stage	303.49	291.73	282.32	270.13	250.88	242.84	259.97	231.96	222.06
A-2 Assembly, nightclubs	272.51	264.43	256.91	248.19	232.76	226.12	239.28	211.57	204.72
A-2 Assembly, restaurants, bars, banquet halls	271.51	263.43	254.91	247.19	230.76	225.12	238.28	209.57	203.72
A-3 Assembly, churches	308.01	296.25	286.84	274.65	255.52	247.48	264.49	236.60	226.71
A-3 Assembly, general, community halls, libraries, museums	258.66	246.90	236.50	225.30	205.06	198.01	215.15	186.13	177.24
A-4 Assembly, arenas	302.49	290.73	280.32	269.13	248.88	241.84	258.97	229.96	221.06
B Business	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78
E Educational	276.33	266.73	258.30	247.60	231.08	219.28	239.09	202.46	195.97
F-1 Factory and industrial, moderate hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48	102.44	95.93
F-2 Factory and industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48	102.44	94.93
H-1 High Hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	N.P.
H234 High Hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	85.50
H-5 HPM	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78
I-1 Institutional, supervised environment	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
I-2 Institutional, hospitals	455.16	444.88	434.86	423.47	399.17	N.P.	413.57	374.14	N.P.
I-2 Institutional, nursing homes	315.97	303.75	293.73	282.34	261.43	N.P.	272.44	236.40	N.P.
I-3 Institutional, restrained	338.01	327.73	317.71	306.32	285.40	276.05	296.41	260.38	248.77
I-4 Institutional, day care facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
M Mercantile	203.29	195.21	186.69	178.98	163.28	157.64	170.06	142.09	136.24
R-1 Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17	196.75	190.67
R-2 Residential, multiple family	221.32	212.06	203.42	194.78	175.96	170.01	194.82	154.36	148.28
R-3 Residential, one- and two-family <sup>d</sup>	209.61	203.74	198.94	195.12	188.41	181.45	191.77	175.86	165.67
R-4 Residential, care/assisted living facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
S-1 Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74	91.00	84.50
S-2 Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74	91.00	83.50
U Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99	67.39	64.19

- a. Private Garages use Utility, miscellaneous
- b. For shell only buildings deduct 20 percent
- c. N.P. = not permitted
- d. Unfinished basements (Group R-3) = \$31.50 per sq. ft.

10.F



19 Elm Street

Tree #	Specie	Diameter ("	Condition (1-5)	Street Name	Street #	Tax Map & Lot	Treatment Needed	Notes
534	Ash	26	5	Elm Street	10	36-146		
535	Norway maple	30	5	Elm Street	19	37-197		
536	silver maple	60	4	Elm Street	24	36-153		
537	Norway maple	12	5	Elm Street	26	36-154		
1212	elm	8	4	Fahy Street		32-5		
1213	Norway maple	24	3	Fahy Street		32-5	prune	
1214	Ash	24	4	Fahy Street		32-4		
1215	Ash	30	4	Fahy Street		32-4		
1216	Ash	30	2	Fahy Street	31	33-21	evaluate/remove	
1217	Spruce	22	3	Fahy Street		32-3C		
1218	Ash	20	4	Fahy Street	31	33-41		
1219	silver maple	22	3	Fahy Street		32-3B		
1220	Ash	30	1	Fahy Street		33-41	remove and replace	
1221	Poplar	14	3	Fahy Street		33-41		
1222	Sugar maple	18	5	Fahy Street		32-3A		
1223	Sugar maple	16	4	Fahy Street		32-3A		
726	Sugar maple	30	5	Field Street	1	13-46		
727	willow	24	4	Field Street	4	13-47		
728	Norway maple	24	5	Field Street	18	13-48		
729	norway maple	20	5	Field Street	20	13-48		
730	sugar maple	20	4	Field Street	22	13-48	prune	
731	sugar maple	40	2	Field Street	27	13-38	evaluate	
732	black cherry	18	5	Field Street	26	13-34		
733	black cherry	24	5	Field Street	29	13-38		
734	red pine	12	5	Field Street	37	13-37		
735	red pine	12	5	Field Street	39	13-37		
736	red maple	24	5	Field Street	42	13-34A		
737	Red Oak	20	5	Field Street	44	13-34A		
264	unknown	2	5	Franklin Street		map 11 lot 172		
265	Ash	28	4	Franklin Street		Map 11 lot 172	prune	
266	Norway maple	10	5	Franklin Street		Map 11 Lot 171		
267	Beech	55	5	Franklin Street		map 11 lot 171		

10.G



**A Maine Company Serving Maine People**

November 7, 2024

Belfast Police Department  
112 Church St.  
Belfast, ME 04915

RE: **Sprinkler System Deficiencies: Replace**-Accelerator that failed to operate.

**SCOPE OF WORK:**

Provide the necessary labor and materials for the following:

1). Replace the TYCO, ACC-1 accelerator (quick opening device) on the dry pipe valve that shortens the trip time of the valve to meet water delivery time requirements. The existing accelerator did not operate during a recent service call. The interior of the accelerator was in poor condition and repair was not possible. Replacement is required.

The price to accomplish this is: **Three Thousand Three Hundred Eighty Five Dollars (\$3,385.00)** and all labor, materials, and travel have been included.

**Repair of these deficiencies is important to the proper operation of your fire sprinkler system.**

This quotation is based on our personnel performing the work during our standard working hours (7:00-3:30, M-F).

We look forward to working with you and if I can further assist you, please do not hesitate to contact me directly at (207) 942-8809.

**PAYMENT TERMS:** Payment is net thirty (30) days from date of invoice submitted monthly or upon completion of work. If this quote meets your approval, please sign and return a copy to the office. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance. NOTE: This proposal may be withdrawn by us if not accepted in 30 days. Project must commence within 6 months and be completed in 1 year from date of proposal. Customer may incur additional costs after this time.

Thank you for your time and consideration.

Sincerely, Walter Colby

**ACCEPTANCE OF PROPOSAL** – The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be as outlined above.

Signature \_\_\_\_\_ Date of Acceptance \_\_\_\_\_

This work is based on adequate water supply by others. All water calculations are based on water supply information supplies, by others. Maine Fire Protection Systems will not be responsible for inadequate or inaccurate water information.

This Agreement will be governed by the laws of the State of Maine and constitutes the entire agreement between the parties with respect to the subject matter of this Agreement and supersedes all prior written and oral agreements and understandings with respect to the subject matter of this Agreement. This Agreement may not be amended except by a written agreement executed by the party to be charged with the amendment.

PD's liability to Client for personal injury, death, or property damage arising from the Work under this contract shall be limited to the lesser of PD's insured liability or the contract price set forth herein. Client shall hold PD harmless from any and all claims for personal injury, death, or property damage arising from Client's failure to properly maintain the systems inspected by PD or keep them in proper operating condition, whether based upon contract, warranty, tort, strict liability or otherwise. In no event shall PD be liable for any special, indirect, incidental, consequential, or liquidated, penal or any economic damages of any character, including but not limited to loss of use of the Client's property, loss of profits or loss of production, whether claimed by the Client or any third party, irrespective of whether claims or actions for such damages are based upon contract, warranty, negligence, tort, strict liability or otherwise.

PD AND CLIENT AGREE THAT NEITHER OF THEM NOR ANY ASSIGNEE OR SUCCESSOR SHALL (A) SEEK A JURY TRIAL NOR ANY OTHER TRADITIONAL COURT PROCEEDING IN ANY LAWSUIT, PROCEEDING, COUNTERCLAIM, OR ANY OTHER ACTION BASED UPON, OR ARISING OUT OF, THIS AGREEMENT, INCLUDING AMENDMENTS AND MODIFICATIONS THERETO, OR THE DEALINGS OR THE RELATIONSHIP BETWEEN OR AMONG ANY OF THEM, OR (B) SEEK TO CONSOLIDATE ANY SUCH ACTION WITH ANY OTHER ACTION IN WHICH A JURY TRIAL CANNOT BE OR HAS NOT BEEN WAIVED. NEITHER THE PD NOR THE CLIENT HAS AGREED WITH OR REPRESENTED TO THE OTHER THAT THE PROVISIONS OF THIS PARAGRAPH WILL NOT BE FULLY ENFORCED IN ALL INSTANCES.

If a dispute arises concerning the provisions of this Contract or the performance by the parties (a "Dispute"), the parties agree in the first instance to attempt to settle the Dispute by good faith discussions. If, in the good faith judgment of either party, these attempts fail, either party may demand that the Dispute be the subject of mediation within thirty (30) days, with the mediation conducted by a mediator satisfactory to both parties. Who shall bear the cost of the mediation and in what proportion shall be a subject of the mediation, and unless the parties otherwise agree, the costs will be shared equally. If the Dispute is not resolved by mediation, the Dispute shall be resolved by binding arbitration. The parties agree that final resolution and speed are their common goals. If a Dispute arises and is not resolved at mediation, the parties have three (3) business days to agree on a single arbitrator who will decide all procedural and substantive disputes. If the parties fail to agree upon a single arbitrator, they must, in the succeeding three (3) business days, each designate one arbitrator. The two designated arbitrators will agree upon a third arbitrator within the next three (3) business days. The service of the two arbitrators who were designated by the parties will then end, with each party paying for his/its own designated arbitrator. The third arbitrator will set a schedule which will cause resolution of all disputes to be completed within sixty (60) calendar days of his/her appointment as arbitrator. The arbitrator will act in accordance with Maine arbitration law. The arbitrator will decide all factual issues based upon reasonably reliable evidence. The arbitrator's determination of "reasonably reliable evidence" is final. The arbitration opinion and award shall be final and binding, and shall be enforceable by any court. The parties shall share equally all costs of arbitration excepting their own attorneys' fees, unless the arbitrator awards otherwise as part of the award.

10. H

City of Belfast

# Memo

**To:** Mayor & City Councilors  
**From:** Amy Bradford, Finance Director & Treasurer  
**cc:** Erin Herbig, City Manager  
**Date:** November 13, 2024  
**Re:** Investment Accounts

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Mayor & City Council,

A document was provided to me by Mayor Eric Sanders in October to verify if any of the City's money was invested in any companies included on the list. I reached out to my contacts with each Financial Institution that the City holds money with to check this information.

The findings show that only one Financial Institution had the City of Belfast's money invested in two of the companies in that document. These representatives have communicated with me that they can remove the money immediately from those two companies should we choose.

If the City Council chooses, we can set the parameters to designate where our money is invested. We will need to supply the parameters agreed upon to each of the Financial Institutions, and they will ensure that this is upheld for current and future investments.

Thank you!

Sincerely,

Amy I. Bradford

## **DIVESTING FOR PALESTINIAN RIGHTS**

This list included publicly traded companies that **consistently, knowingly, and directly** facilitate or enable human rights violations and violations of international law as part of Israel's prolonged military occupation, apartheid, and genocide.

Companies marked with (\*) are specifically complicit **in the Gaza genocide**.

Refer to [investigate.info](https://investigate.info) to scan lists of holdings or mutual funds, get more information about each company, read our methodology, and to ask for divestment support.

### **Weapons Manufacturers**

Ashot Ashkelon*	General Dynamics*	Northrop Grumman*
BAE Systems*	General Electric*	RENK Group*
Boeing*	Honeywell International*	Rolls-Royce Holdings*
Cadre Holdings (Safariland)	L3Harris Technologies*	RTX (Raytheon)*
Colt CZ Group*	Leonardo*	Sturm Ruger & Co
Elbit Systems*	Leonardo DRS*	Textron*
Genasys (LRAD)	Lockheed Martin*	Thyssenkrupp*

### **Other US Companies**

Caterpillar*	Genie Energy	Palantir Technologies*
Chevron	Motorola Solutions	Valero Energy*

### **Other Non-Israeli Companies**

Cemex	Heidelberg Materials	Primo Water (Mey Eden)
Fosun International (Ahava)	Kardan	Shunfeng International

### **Other Israeli Companies**

Alony-Hetz Props & Inv	Dor Alon Energy	Mivne Real Estate (K.D)
Amir Marketing & Inv	Elco	Mizrahi Tefahot Bank
Ashtrom Group	Electra	Mordechai Aviv Taasiot
B Communications	Energix-Renewable	Oron Group Invs & Hldgs
Bank Hapoalim	Export Investment	Partner Communications Co
Bank Leumi Le-Israel	F I B I Holding	Paz Oil*
Bank of Jerusalem	First Intl Bank of Israel	Rami Levi Chain Stores
Bezeq Israeli Telecom	Formula Sys (1985)	Rotshtein Realestate
C Mer Industries	G1 Secure Solutions	Salomon A. Angel
Cellcom Israel	Internet Gold-Golden	Shikun & Binui
Danya Cebus	Israel Discount Bank	Shufersal
Delek Group	Lapidoth Capital	Themis GREN
Delta Galil Industries	Lesico	Tigbur- Temporary
Delta Israel Brands	Mega Or Holdings	Z M H Hammerman

# **Municipal Divestment: Why and How**

## **What is BDS?**

The BDS movement (Boycott, Divest and Sanctions) was founded by Palestinian civil society in 2005 as a non-violent strategy to exert pressure on Israel to comply with international law.

BDS is the most effective way for us to show solidarity with Palestinians and call on Israel to be held accountable for its apartheid policies and the genocide. It is a peaceful and powerful form of protest, with the capacity to generate discussion and raise public awareness.

BDS is rooted in decades of Palestinian popular resistance to British colonialism and Zionist settler-colonialism. It is inspired by the South African anti-apartheid movement, where international boycotts, divestment and sanctions played a major role in bringing about the fall of apartheid.

## **Why is what's happening in Palestine a local issue?**

Investment in Israeli companies/bonds means local complicity in genocide.

Companies like Elbit Systems, Intel, Caterpillar, Hyundai, Volvo, Chevron, and Hikvision create the weapons, machinery, and technologies the Israeli military uses to surveil and kill Palestinians and destroy their homes and livelihoods. Even if Belfast has only one contract with a BDS-targeted company, even if BDS-targeted investments make up only a small portion of the City of Belfast's portfolio, our money is directly aiding horrific, unrelenting violence.

The staggering numbers of dead and wounded in Gaza continue to mount, killed by Israeli air strikes, ground invasion and engineered starvation and engineered epidemic disease. The torture of Palestinian detainees is well documented, and mass graves outside destroyed hospitals reveal people with their hands bound and patients with catheters and other medical devices still in place. Gaza's universities have been completely destroyed. What few hospitals still stand are barely functional. Water treatment facilities and sanitation infrastructure are destroyed. The devastation seems to be endless.

Millions of people across the world have been protesting Israeli war crimes for months. Mainers, including hundreds of Belfast residents, have been pleading with Maine's congressional delegation to pressure Israel to comply with international law. But the incremental changes in our politicians' statements toward acknowledging the scale of the horror, and United States complicity in perpetuating it, has done nothing to deter the Israeli government. We are now in an unprecedented time of crisis with the genocide and regional war unfolding before our eyes.

**Municipal divestment is necessary right now because it is both symbolic and actual.**

Just as a general consumer boycott can have far-reaching impacts, a municipal boycott sends a powerful message. Cities can end their contracts with BDS-targeted companies such as Hewlett Packard (HP) whose products play a key role in forming the backbone of Israel's racial segregation and apartheid, or Caterpillar, whose equipment the Israeli military uses to destroy Palestinian homes. Cities can also divest from BDS-targeted corporations and banks, withdrawing investments that support Israel's policies of apartheid and genocide.

The Belfast City Council understands the urgency of ending Israel's brutal assault on Gaza—the ceasefire resolution passed in March demonstrates this. And yet, many months later, there has been no ceasefire. Prime Minister Netanyahu has crossed President Biden's red line many times, with no protection for Palestinian civilians and refugees. This moment requires more than symbolism. Voting to divest would show constituents that the Council is serious about its stated commitment to advocate for the safety, dignity, freedom, and equality of all people, regardless of religion, race, or nationality. Every decision to boycott and divest sends a strong message to political leaders and corporations in the US and in Israel: *We refuse to be complicit in the violations of Palestinian rights. We refuse to be an accomplice to genocide.* Importantly, divestment also actually decreases the Israeli military's financial resources.

## **Is divesting from Israel antisemitic?**

From JVP Maine:

The Maine Jewish Voice for Peace (JVP) chapter fully supports the BDS movement. Israel is a state, not a person. Everyone has the right to criticize the unjust actions of a state. Furthermore, Judaism and Israel are not synonymous.

Many of our members have personal or family trauma from the horrors of antisemitism, yet we are steadfast in our conviction that a brighter future for Palestinians does not mean a darker future for Jews. We reject the fear-mongering coming from many of the traditional Jewish institutions on this issue: BDS will not make Jewish people any less safe. In fact, standing for justice and liberation for all people is the only way that antisemitism can be defeated.

From <https://bdsmovement.net/faqs>:

The BDS movement stands for freedom, justice and equality. Anchored in the Universal Declaration of Human Rights, the BDS movement, led by the Palestinian BDS National Committee, is inclusive and categorically opposes as a matter of principle all forms of racism, including Islamophobia and anti-semitism.

BDS campaigns target the Israeli state because of its responsibility for serious violations of international law and the companies and institutions that participate in and are complicit in these Israeli violations. The BDS movement does not boycott or campaign against any individual or group simply because they are Israeli.

The world is growing increasingly weary of Israel's attempts to conflate criticism of its violations of international law with anti-Semitism and to conflate Zionism with Judaism.

## Is BDS legal in Maine?

The BDS movement adopts a legal and analytical framework based on international law. The goal of the movement is to pressure Israel to comply with international law and recognize Palestinian rights. The legitimacy of BDS pressure tactics is time-honored and guaranteed under democratic principles and the principle of freedom of expression.

Boycott for political, economic and social change is regarded by the US Supreme Court, for instance, as speech that is protected by the First Amendment of the US Constitution. For several years, Israeli officials and lobby organizations have been hard at work to outlaw BDS and undermine the right to protest Israel's crimes using the nonviolent tactics of BDS.

As of 2024, in the U.S. 38 states have passed bills or executive orders designed to discourage boycotts of Israel. **Maine is not one of these states.** Legal challenges to the constitutionality of anti-BDS laws in several states are slowly making their way through federal courts, but that is a non-issue here, because **Maine does not have a law prohibiting BDS and protects the right of citizens to peacefully protest through boycott and divestment, as do many other states even with some boycott legislation in effect.**

Based on both international law and the First Amendment, a commitment to pressure Israel to comply with international law through boycotting and divesting is completely within our legal rights.

*For additional information, please see the following legal briefings: [New Resource on the Right to Boycott — Palestine Legal &   
https://bdsmovement.net/news/legal-briefing-bds-legitimate-human-rights-movement](https://bdsmovement.net/news/legal-briefing-bds-legitimate-human-rights-movement)*

## Who is asking for this?

We are a grassroots group of local citizens: Belfast residents as well as people who work, shop, and recreate in the Belfast community. Belfast is the cultural and economic hub of Waldo County. We look to Belfast City Council to lead on this issue.

We are supported by:

Jewish Voice for Peace

Jewish Voice for Peace, Maine, is part of the largest progressive Jewish anti-Zionist organization in the world. JVP organizes a grassroots, multi-racial, cross-class, intergenerational movement of U.S. Jews into solidarity with the Palestinian freedom struggle, guided by a vision of justice, equality and dignity for all people. JVP's struggle against Zionism is not only an act of solidarity with Palestinians but also a commitment to ensuring thriving and truly safe Jewish communities.

## Maine Coalition for Palestine

The Maine Coalition for Palestine is a broad and growing coalition of organizations and individuals committed to justice for Palestinians. Formed in November 2023 in response to the unfolding crisis in Gaza, the Coalition has sponsored numerous rallies, teach-ins and ceasefire campaigns around the state. The following organizations are part of the Maine Coalition for Palestine: Maine Voices for Palestinian Rights, Jewish Voice for Peace, Party for Socialism and Liberation, Resources for Organizing and Social Change, Healthcare Workers for Palestine, Peace Action Maine, Maine Democratic Socialists of America, Maine Labor for Palestine, Maine Students for Palestine, Southern Maine Workers Center, and Veterans for Peace.

The BDS Movement more broadly is supported by organizations, unions, churches, scholars, and human rights advocates around the world, including Archbishop Desmond Tutu, Naomi Klein, Roger Waters, Angela Davis and Judith Butler (BDS National Committee, n.p.).

## Other US cities have already voted to divest from Israel.

In September 2024, the Portland, Maine city council voted unanimously to divest from any corporation aiding and abetting in the current humanitarian crisis in Gaza as well as any corporation that supports the development of illegal settlements on stolen Palestinian land. The Portland resolution was inspired by the work of two California city councils:

In January 2024, the city council of Hayward, CA voted to divest holdings totaling \$1.6 million in four BDS-targeted companies: Chevron, Hyundai, Intel and Caterpillar. Referring to ceasefire resolutions, Hayward City Councilor George Syrop said "that instead of taking such a 'symbolic' step, Hayward should 'do something that we can control that will actually have a material impact on those profiting on the apartheid in Gaza'" (Ravani, n.p.).

In April of 2024, the city council of Richmond, CA amended the city's Investment Policy to require the withdrawal of funds from "industries that facilitate violence, war, oppression, and apartheid" (City of Richmond "Agenda Report" 5). Councilors voted to not invest in a specific list of corporations with ties to Israel's system of apartheid: Airbnb, Caterpillar Inc. and Caterpillar Financial Services Corp., Cisco, Dell, First Solar, Wix.com, Intel, IBM, Microsoft and Motorola. Richmond already had committed to not invest in other corporations such as Lockheed Martin that provide military equipment and profit from war.

In May 2024, Hamtramck Michigan passed a resolution to fully support a boycott campaign in support of Palestinian rights. The resolution says that Hamtramck "shall make all best efforts to refrain from purchasing goods and services from any vendor that is the target of a BDS campaign", as well as refrain from investment in the Israeli state as well as "Israeli companies that sustain Israeli apartheid".

## **Nuts & Bolts: How Cities Approach Divestment**

The City should contact its investment Relationship Manager, and request that it sell, divest, exchange or transfer from all corporations on the divestment list and invest in other corporations in alignment with the City's current risk portfolio. Portfolio Managers typically conduct this work and make these manual changes on the back end, though the Relationship Manager will likely engage in most of the discussions.

When changes to portfolios are requested for socially responsible reasons, Relationship Managers typically argue that they are offering the client the best stocks and portfolio options available and removal of complicit corporations might lead to diminished returns. There are many different ways to rebalance a portfolio, and they should be able to provide a relatively similar rate of return within a relatively similar risk portfolio. The change we will be taking is likely going to be slight and rebalancing a portfolio is always possible.

In the end, we are buying social balance for a marginally comparable return, and returns are unlikely to change drastically and might even improve for the better. It is important to note that there is already a *run* on stocks complicit in oppression of the Palestinian people. European countries and all major world courts are attempting to hold the Israeli government accountable for its failure to comply with international and human rights law. Cities and other entities looking to divest from these corporations might be ahead of the rest and divesting from these problematic corporations are not only good for increasing social responsibility but also might assist the City and the investment firm in doing their due diligence as a fiduciary by removing these corporations that are increasingly being seen as more risky given their complicity with illegal actions on the world stage. Investment banks are already divesting internally and exercising their fiduciary obligations by protecting their investors from the risk that is now associated with corporations complicit in Israeli state violence. (See the following articles for just two examples of this divestment activity: [Japanese trading giant Itochu to cut ties with Israeli defense firm over Gaza war | CNN Business](#), [Ireland's sovereign investment fund to divest from six Israeli firms | Reuters](#))

**There are a number of ways that Belfast City Council could approach divesting from Israel to end the city's complicity in war crimes. The most important thing is that it does so.**

Full divestment would amount to severing contracts with all complicit corporations at any level. We are simply asking for corporate divestment as a way to have impact but not interrupt the daily functioning of the City. This has not proven difficult to achieve for other cities who are inclined to listen to tax payers in how they would like their money invested at the City level. Through networking we have access to City Councilors and City Managers across the country who would be willing to speak with you should you have questions or concerns along the way. We have tirelessly researched and connected with others to help this resolution and the enforcement of it be as easy as possible for the City on this pressing and urgent matter. Time is of the essence and

our voices--through the investing of our tax dollars--must have an impact now for Palestinians suffering on the ground.

Please reach out to us if you have any questions or concerns regarding divestment. We are deeply grateful to you all for your work on this issue and for your service to the City of Belfast.

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RESOLUTION CALLING FOR THE CITY OF BELFAST TO DIVEST ANY AND ALL PUBLIC MONIES FROM ENTITIES COMPLICIT IN THE CURRENT AND ONGOING GENOCIDE IN GAZA, INCLUDING ALL ENTITIES ASSISTING ISRAEL IN THE OPPRESSION OF THE PALESTINIAN PEOPLE

WHEREAS, the Mayor and the City Council of the City of Belfast, Maine recognize the importance of peace and security for all communities and nations around the world regardless of national, ethnic or religious affiliations, and advocate for the safety, dignity, freedom, and equality of all people; and

WHEREAS, the Mayor and the City Council of the City of Belfast recognize that all human life is precious; and

WHEREAS, since October 7, 2023, over 43,391 Palestinians, including 16,456 children, have been killed by Israeli attacks on Gaza, with tens of thousands estimated to be buried under the wreckage; and

WHEREAS, 1.8 million Palestinians in Gaza face imminent famine, with the region's Integrated Food Security Phase Classification (IPC) now designated as "Catastrophic"— the most severe level of food insecurity possible; and

WHEREAS, over 102,929 Palestinians in Gaza have been wounded, while none of Gaza's 39 hospitals remain and are fully functional;

WHEREAS, the Mayor and the City Council of the City of Belfast called for an immediate ceasefire in Gaza and Israel on March 5th, 2024; and

WHEREAS, the City of Belfast recognizes the ongoing humanitarian crisis in Gaza and may unknowingly be economically supporting this crisis through the City's financial investments; and

WHEREAS, the Mayor and City Council of the City of Belfast advocate for the city's finances to align with residents' values.

THEREFORE, let it be resolved that the Mayor and City Council direct the City Manager to publicly report to the Council in the form of a written report all investments for the City of Belfast within 90 days of passage of this resolve, including public and privately traded mutual funds and their full individual holdings within each fund, all portfolios constructed for any city-associated entity or trust, and the individual investments in those portfolios including all derivatives, as well as any pension and retirement assets, including but not limited to stocks, bonds, partnerships and Real Estate Investment Trusts (REITS); and

THEREFORE, let it be further resolved that the City Manager will divest the City of Belfast from any corporation complicit in the current and ongoing humanitarian crisis in Gaza, as well as any

direct investments in the Israeli military in the form of Israel Bonds, in as timely and expeditious a timeline as is possible and financially responsible, and;

THEREFORE, let it be further resolved, at minimum and effective immediately, that the City Manager will divest the City of Belfast from any of the corporations or bonds on the attached list, all of which are complicit in Israel's violation of international law as these corporations, as investigated by the United Nations and multiple humanitarian aid organizations, are known to a) provide Israel with weapons and other military equipment used in Gaza, b) operate in and contribute to the expansion of Israel's illegal settlements, c) enable or profit from the ongoing Israeli occupation and oppression of the Palestinian people.

THEREFORE, let it be further resolved that the City of Belfast not invest in any corporations or bonds on the attached list from this point forward.

This resolve will remain in effect as long as the occupation of the Palestinian Territories, and the violations of human rights and international law such as those described above, continue.

At Minimum Divestment List

Alony-Hetz Properties & Investments Ltd

Alstom SA

Altice Europe NV

Amir Marketing & Investments In Agriculture Ltd

Ashtroum Group Ltd

B Communications Ltd

BAE Systems PLC

Bank Hapoalim BM

Bank Leumi Le-Israel BM

Bank of Jerusalem Ltd

Barclay's

Bezeq The Israeli Telecommunication Corp Ltd

Boeing Co

C Mer Industries Ltd

Cadre Holdings Inc

CAF

Caterpillar Inc

Cellcom Israel Ltd

Cemex SAB de CV

Chevron Corp

Colt CZ Group SE

Danya Cebus Ltd

Delek Group Ltd

Dor Alon Energy In Israel

Elbit Systems Ltd

Elco Ltd

Electra Ltd

Energix-Renewable Energies Ltd

Export Investment Corp Ltd

F I B I Holding Ltd

First International Bank of Israel Ltd

Formula Systems (1985) Ltd

Fosun International Ltd

G1 Secure Solutions Ltd

Genasys Inc

General Dynamics Corp

General Electric Co

Genie Energy Ltd

Heidelberg Materials AG

HD HYUNDAI

HIK VISION

Intel

Internet Gold-Golden Lines Ltd

Israel Aerospace Industries Ltd  
Israel Bonds  
Israel Discount Bank Ltd  
JCB  
Kardan NV  
L3Harris Technologies Inc  
Lapidoth Capital Ltd  
Leonardo SpA  
Lesico Ltd  
Lockheed Martin Corp  
Matrix IT Ltd  
Mega Or Holdings Ltd  
Mivne Real Estate (K.D) Ltd  
Mizrahi Tefahot Bank Ltd  
Mordechai Aviv Taasiot Beniyah (1973) Ltd  
Motorola Solutions Inc  
Municipal Bank Ltd  
Northrop Grumman Corp  
Oron Group Investments & Holdings Ltd  
Palantir Technologies Inc  
Partner Communications Co Ltd  
Paz Oil Co Ltd  
Primo Water Corporation  
Rami Levi Chain Stores Hashikma Marketing 2006 Ltd  
RENK Group AG  
Rolls-Royce Holdings plc  
Rotshtein Real Estate Ltd  
RTX Corp  
Salomon A. Angel Ltd  
Senstar Technologies Corp  
Shapir Engineering and Industry Ltd  
Shikun & Binui Ltd  
Shufersal Ltd  
Shunfeng International Clean Energy Ltd  
Sturm Ruger & Company Inc  
Textron Inc  
Themis GREN Ltd  
Thyssenkrupp AG  
Tigbur- Temporary Professional Personnel Ltd  
TKH SECURITY  
Valero Energy Corp  
Volvo  
Z M H Hammerman Ltd