

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

**City of Belfast  
Council Chambers-Belfast City Hall  
Wednesday, November 6, 2024**

**6:15 p.m.** Council Work Session with the Harbor Advisory Committee.

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

**Regular Council Meeting No. 9**

**Public Hearing #1**

Pursuant to Belfast Victualer License ordinance a public hearing will be held on November 6, 2024, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall on the following applications for a Victualer License renewal, due to expire May 31, 2025.

Chris Battaglia

d/b/a Torchlight

Mayor Sanders asked for proponents and opponents.

1. Proponent and business owner Chris Battaglia presented intended use of Victualer license, goals of the business, and business's role in the community.

Mayor Sanders declared the hearing closed.

**1) Call to order**

- 2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Chris Bitely, Paul Dean; City Manager Erin Herbig and Executive Assistant Ava Kelley.

**Absent:** Deputy City Manager Manda Cushman

**3) Pledge of Allegiance**

#### **4) Adoption of the agenda**

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

#### **5) Acceptance of the minutes**

Special City Council Meeting of October 10, 2024, and the Regular Council Meeting of October 15, 2024.

Councilor Dean, seconded by Councilor Bitely, made a motion to accept the minutes from the Special City Council Meeting of October 10, 2024, and the Regular Council Meeting of October 15, 2024. This motion was approved, 4-0. (Councilor Bonneville abstained.)

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

City Manager Erin Herbig noted that Council received no emails and no postal mail, prior to noon today which if received are shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

1. Andrew Stevenson of Belfast spoke in support of the Council accepting the City of Belfast boundary line as delineated in the report by surveyor Yarumian.
2. Jill Howell of Belfast, Executive Director of Upstream Watch spoke in support of the Council accepting the City of Belfast boundary line as delineated in the report by surveyor Yarumian.
3. Attorney David Losee of Camden, representing Upstream Watch provided the Council with copies of a written statement in support of the Council accepting the City of Belfast boundary line as delineated in the report by surveyor Yarumian.
4. Belfast Poet Laureate, Maya Stein of Northport, shared the poem.

#### **B. Organization and Department Reports**

City Manager Erin Herbig noted the closure of non-emergency facilities in observance of Veteran's Day on November 11<sup>th</sup>.

City Manager Herbig thanked City Clerk, members of the Clerk's office staff, election wardens, poll workers, and so many other City staff and community members that enabled a smooth 2024 election; she welcomed Colby Glidden as a part-time EMT to Belfast Fire & Ambulance; and provided clarifying information regarding the City's Courthouse project.



Councilors thanked retiring Public Works Director Bob Richards for his years of service.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to appoint Gary “Kip” Faulkner of Monroe as our new Public Works Director for the City of Belfast. This motion was approved, 5-0.

Director Faulkner was sworn in by Deputy City Clerk Andrew Legacy.

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

Chief Cormier introduced Andrew Parker for the position of full-time Police Officer for the City of Belfast.

City Manager Herbig offered comments in support.

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

Officer Parker was sworn in by Deputy City Clerk Andrew Legacy.

**C) Discussion and potential acceptance of the final boundary survey between Northport and Belfast.**

City of Belfast Attorney Kristin Collins presented a draft resolution to the Council, read aloud by Mayor Sanders.

The Council discussed the matter.

Councilor Harkness, seconded by Councilor Dean, made a motion to adopt the Resolution and Order Regarding the Boundary of the City of Belfast Running Easterly from the Mouth of the Little River dated November 6, 2024, as presented. This motion was approved, 5-0.

Councilor Bitely, seconded by Councilor Bonneville, made a motion to authorize the City Manager and the City Treasurer to expend up to \$5,000 to contribute to the cost of professional assistance as needed to conduct the perambulation process. Funding is to come from account #110-512 Legal Services. This motion was approved, 5-0.

**D)** Request from the Parks and Recreation Director to purchase a GMC Sierra 1500 from the Maine Fleet Vehicle State Purchasing Contract through O’Conner in Augusta.

Parks and Recreation Director Pam Salokangas presented.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to purchase the GMC Sierra 1500, to include the two add-on items, from the Maine Fleet Vehicle State Purchasing Contract through O’Conner in Augusta, for a total purchase price of \$49,000, with funding allocated from Account #610-537 Parks and Recreation Equipment Capital Reserve. This motion was approved, 5-0.

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

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

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

Mayor Sanders asked for proponents and opponents.

1. Ken Morris of Belfast spoke in support of the proposed amendments and suggested amendments for the Council to consider before approving.

Mayor Sanders called the hearing closed.

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

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

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the Second Reading and adopt proposed amendments to the City Code of Ordinances, Chapter 38 Parks and Recreation, as amended at the meeting. This motion was approved, 5-0.

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

City Planner Alexandra Sykes provided a presentation on proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design.

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

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

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

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

Councilor Dean, seconded by Councilor Harkness, made a motion to approve the Second Reading of proposed amendments to the City Code of Ordinances, Chapter 80 Intown Design. This motion was approved, 5-0.

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

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

**L) Public Hearing on proposed amendments to the City Code of Ordinances, Chapter 102 Zoning.**

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

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

Councilor Dean, seconded by Councilor Bitely, made a motion to approve the Second Reading and adopt proposed amendments to the City Code of Ordinances, Chapter 102 Zoning. This motion was approved, 5-0.

**N) Request from the Airport Manager to authorize the acceptance of donations to pay for a third airport mural project.**

Belfast Municipal Airport Director Kenn Ortmann reviewed the request to authorize the acceptance of donations to pay for a third airport mural project.

Councilor Harkness, seconded by Councilor Bitely, made a motion to accept donations, in the amount of \$1,200, and authorize the payment of \$1,200 to David Hurley for the airport mural project. This motion was approved, 5-0.

**O) Consideration of requests to remove three City trees.**

City Manager Herbig presented the request to remove three City trees located at 58 Church Street, 40 Northport Avenue, and 70 Union Street.

Councilor Mortier, seconded by Councilor Harkness, made a motion to remove three City trees at the locations of 58 Church Street, 40 Northport Avenue, and 70 Union Street. This motion was approved, 5-0.

**P) Request from the Wastewater Superintendent to accept and award the bid for City of Belfast surplus equipment.**

City Manager Herbig reviewed the request from the Wastewater Superintendent to accept and award the bid for City of Belfast surplus equipment.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bid as presented and award the bid to Wendall Harvey of Penta for \$4,000.00. Funds will be deposited into Account# 990-3070, Miscellaneous Revenue. This motion was approved, 5-0.

**Q) Request from the City E-911 Addressing Officer to accept the name change from Whitetail Lane to Whitetail Street in phase one of the four-phase subdivision at the end of Little River Drive located on Map 4 Lot 62 G.**

City Manager Herbig presented the request from the City E-911 Addressing Officer to accept the name change from Whitetail Lane to Whitetail Street in phase one of the four-phase subdivision at the end of Little River Drive located on Map 4 Lot 62 G.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the name change from Whitetail Lane to Whitetail Street in phase one of the four-phase subdivision at the end of Little River Drive located on Map 4 Lot 62 G. This motion was approved, 5-0.

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

**Council Order #21 Signed by Councilor Dean Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$400,000 for professional services with a consultant, Harriman, to prepare a Fit-Out Plan for the former Waldo County Superior Courthouse. Funding is to come from the following \$315,000 in ARPA funds and \$85,000 in Admin Capital Projects G1-2720-01. (Approved on October 15, 2024)

**Council Order #22 Signed by Councilor Bitely Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$5,000 to contribute to the cost of professional assistance as needed to conduct the perambulation process. Funding is to come from account #110-512 Legal Services. (Approved on November 6, 2024)

**11) Open to the Public**

No comments.

**12) Communications**

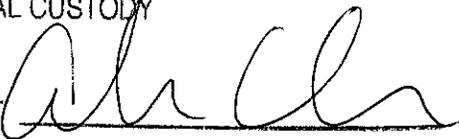
No comments.

**13) Adjourn**

Councilor Bitely, seconded by Councilor Harkness, made a motion to adjourn at 8:45 p.m. This motion was approved, 5-0.

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

ATTEST



AMANDA CUSHMAN, BELFAST MAINE