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**City of Belfast
Council Chambers-Belfast City Hall
Tuesday, June 17, 2025**

6:00 p.m. Request to go into Executive Session on a Legal Matter with the City Attorney in pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Bonneville, seconded by Councilor Bitely, made a motion to go into Executive Session on a Legal Matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E at 6:00 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn the Executive Session on a Legal Matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E at 6:28 p.m. This motion was approved, 5-0.

6:30 p.m. Committee Interviews

7:00 p.m. Regular Council Meeting

Regular Council Meeting No. 24

1) Call to order

2) Present: Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Chris Bitely, Paul Dean; City Manager Erin Herbig and Deputy City Manager Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

Mayor Eric Sanders noted one amendment:

- Remove item **10) L** Request by the organizers of the Maine Celtic Celebration for a Boathouse Fee Waiver for the Annual Maine Celtic Celebration.

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

5) Acceptance of the minutes

Regular Council Meeting of June 3, 2025.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from the Regular Council Meeting of June 3, 2025. This motion was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received one email from Joie Reynolds and no postal mail, prior to noon today which were shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

1. Laura Baker of Belfast discussed concerns and questions brought forward by the City Council regarding the RSU #71 School Board Budget process.

B. Organization and Department Reports

- City Park Pool Operator Carolyn Steeves and Parks and Recreation Director Pam Salokangas gave an update on City Park Pool repairs and Rec Desk reservations.

7) Communications

Mayor Sanders and Councilor Harkness thanked Ms. Baker for her openness to talk with the Council regarding the RSU #71 Budget and for attending tonight's Council Meeting.

Councilors Mortier and Councilor Bonneville thanked the Public Works Department for all the spring tasks that they do on top of road and sidewalk construction.

8) Old Business and City Committee Reports

- Consideration of Committee Appointments

Councilor Mortier, seconded by Councilor Harkness, made a motion to reappoint Becky Nightingale Johns and Patrick Walsh and to appoint Michael Nicolson to the Board of Assessment Review. This motion was approved, 5-0.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to reappoint Anna Frenette and Caleb Elwell and to appoint Scott Stark to the Housing and Property Development Committee. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bitely, made a motion to reappoint Joanne Moesswilde, Andrew Peters, and John B. Turner to the Harbor Advisory Committee. This motion was approved, 5-0.

- Discussion regarding proposed committee interview schedule for July 1st at 6:30 p.m.
- Pedestrian, Transportation & Accessibility Committee Chair, Bruce Snyder, gave a committee update and noted that the committee gives their full support to item **10) P** on tonight's agenda.
- Climate, Energy & Utilities Committee Chair, Bernie Baker and Committee Members, David Somers and Holly Wise, gave a committee update and noted the committees support for items **10) E** and **10) Q** on tonight's agenda.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request to approve a Lunch Wagon License permit application by Kerri Aguiar d/b/a Wicked Smahht Chourico Caht located at Cheeky Food Truck Park, 139 Searsport Avenue, Belfast, Maine, license to expire on December 31, 2025.
- B.** Request to approve a Lunch Wagon License permit application by Judi Bisceglia d/b/a Za'Spresso located at Front Street Shipyard, 101 Front Street, Belfast, Maine, license to expire on December 31, 2025.
- C.** Request to approve a Facility Use Application by the Belfast Flying Shoes for use of the Armistice Bridge to host two free community contra dances on Tuesdays, July 15 and August 19, 2025, from 6:00 p.m. to 9:00 p.m.
- D.** Request to approve a Facility Use Application by Belfast Rotary Club, Habitat for Humanity and Come Boating for use of Steamboat Landing Park, the Belfast Boathouse, beach access and access to City Dock for the annual Belfast Harbor Fest on Saturday, August 16 and Sunday, August 17, 2025.
- E.** Request to approve a Facility Use Application by the First Church for use of Spring Street, closing the street from Court Street to Church Street, for the annual Strawberry Festival on Saturday, July 12, 2025, from 9:00 a.m. to 12:00 p.m.

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

10) Business

A) Presentation on the proposed City of Belfast Fiscal Year 2025-2026 Budget.

City Manager Erin Herbig gave a presentation on the proposed City of Belfast Fiscal Year 2025-2026 Budget.

B) Public Hearing on the proposed City of Belfast Fiscal Year 2025-2026 Budget.

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

C) Consideration of the proposed City of Belfast Fiscal Year 2025-2026 Budget.

Mayor and Councilors discussed the proposed City of Belfast Fiscal Year 2025-2026 Budget, thanking the City Administration and Department Heads for their work.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to approve the City of Belfast Municipal Budget for fiscal year 2025-2026. This motion was approved, 5-0.

D) Proclamation honoring Michael Hurley as the 2025 Belfast Spirit of America recipient.

Mayor Sanders read the Proclamation honoring Michael Hurley as the 2025 Belfast Spirit of America recipient.

Michael Hurley thanked the Mayor and City Council for their recognition.

E) Presentation and request from the Belfast Bay Watershed Coalition to implement the Belfast Healthy Beaches Water Testing Pilot Program.

Joy Bowles Member of the Belfast Bay Watershed Coalition and Alexndra Dyer of the Maine Healthy Beaches gave a presentation and answered questions regarding their proposal to implement the Belfast Healthy Beaches Water Testing Pilot Program.

Councilor Bitely, seconded by Councilor Harkness, made a motion to authorize the Belfast Bay Watershed Coalition to participate in the Maine Healthy Beaches Testing Pilot Program on behalf of the City of Belfast in 2025. This motion was approved, 5-0.

F) Request from the Parks and Recreation Director for authorization to expend up to \$13,166.00 to purchase a new mower for the Parks and Recreation Department.

Parks and Recreation Director Pam Salokangas reviewed the request for authorization to expend up to \$13,166.00 to purchase a new mower for the Parks and Recreation Department and answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to expend up to \$13,166.00 for a new mower from Chase Toys in Unity, ME with funding allocated from the Undesignated Fund Balance. This motion was approved, 5-0.

G) Request from the Parks and Recreation Director to accept a \$250.00 donation to the City of Belfast.

Parks and Recreation Director Pam Salokangas reviewed the request to accept a \$250.00 donation to the City of Belfast.

Councilor Bonneville, seconded by Councilor Dean, made a motion to accept the funds of \$250.00 and to place the donation into the Parks Maintenance Account #610-585. This motion was approved, 5-0.

H) Request by Coastal Mountain Land Trust for approval of a new Facility Use Request for use of Heritage Park on June 28, 2025, and the Upper Bridge West Rangeway entrance on July 12, August 2 and August 9, 2025.

Parks and Recreation Director Pam Salokangas reviewed the request by Coastal Mountain Land Trust for approval of a new Facility Use Request for use of Heritage Park on June 28, 2025, and the Upper Bridge West Rangeway entrance on July 12, August 2 and August 9, 2025.

Councilors discussed types of tabling and if a policy on these types of requests would be warranted in the future.

Councilor Harkness, seconded by Councilor Mortier, made a motion to approve the new Facility Use Request by Coastal Mountain Land Trust for use of Heritage Park on June 28, 2025, and the Upper Bridge West Rangeway entrance on July 12, August 2 and August 9, 2025. This motion was approved, 4-1 (Councilor Bonneville opposed).

D) Request by the MidCoast Shakespeare Studio for approval of a new Facility Use Request for use of Belfast City Park for a Summer Shakespeare Festival on Wednesday July 30, through Sunday, August 3, 2025.

Parks and Recreation Director Pam Salokangas and Theater Director Kat Alix-Gaudreau reviewed the request by the MidCoast Shakespeare Studio for approval of a new Facility Use Request for use of Belfast City Park for a Summer Shakespeare Festival on Wednesday July 30, through Sunday, August 3, 2025, and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the new Facility Use Request by the MidCoast Shakespeare Studio for use of Belfast City Park for a Summer Shakespeare Festival on Wednesday July 30, through Sunday, August 3, 2025. This motion was approved, 5-0.

J) Request by the Young Bloods for approval of a new Facility Use Request for use of Heritage Park, Park on Main, Belfast Common, and Steamboat Landing Park for Summer Shakespeare Festival Pop-Ups on Saturdays, July 26 and August 2, 2025.

No Council discussion.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the new Facility Use Request the Young Bloods for use of Heritage Park, Park on Main, Belfast Common, and Steamboat Landing Park for a Summer Shakespeare Festival Pop-Ups on Saturdays, July 26 and August 2, 2025. This motion was approved, 5-0.

K) Request by Belfast Bible Church for approval of a new Facility Use Request for use of Steamboat Landing Park on Saturdays, July 26 and September 13, 2025.

Parks and Recreation Director Pam Salokangas reviewed the request by Belfast Bible Church for approval of a new Facility Use Request for use of Steamboat Landing Park on Saturdays, July 26 and September 13, 2025.

Councilors discussed their concerns with the request; no Council action was taken.

L) Request by the organizers of the Maine Celtic Celebration for a Boathouse Fee Waiver for the Annual Maine Celtic Celebration.

Item removed.

M) Request from the Parks and Recreation Director to accept and award the Request For Proposals for Belfast City Park Concessions for the 2025 season.

Parks and Recreation Director Pam Salokangas reviewed the request to accept and award the Request For Proposals for Belfast City Park Concessions for the 2025 season and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept and award the Request For Proposals to Shake’N’Spud for Belfast City Park Concessions for the 2025 and 2026 seasons. This motion was approved, 5-0.

N) Request by the Deputy Economic Development Director to adopt a Resolution to submit a grant application to the State of Maine’s Land and Water Conservation Fund to upgrade and/or reconstruct the City Park Playground and Public Restrooms.

Deputy Economic Development Director Joellyn Warren reviewed the request to adopt a Resolution to submit a grant application to the State of Maine’s Land and Water Conservation Fund to upgrade and/or reconstruct the City Park Playground and Public Restrooms.

Police Chief Bobby Cormier thanked the City Council on behalf of the Belfast Rotary.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the submission of grant application to Maine’s Land and Water Conservation Fund by adoption of the Resolution – Belfast City Park Playground and Restroom Improvement Project, confirm the local match as part of the City Capital Improvement Plan and financial pledge by the Belfast Rotary, and authorize the City Manager to execute necessary program documents. This motion was approved, 5-0.

O) Request by the Deputy Economic Development Director to accept a Community Resilience Partnership Community Action Grant (CAG) award from the Governor’s Office of Policy Innovation and the Future (GOPIF).

Deputy Economic Development Director Joellyn Warren reviewed the request to accept a Community Resilience Partnership Community Action Grant (CAG) award from the Governor’s Office of Policy Innovation and the Future (GOPIF).

Councilor Bitely, seconded by Councilor Harkness, made a motion to accept the award from the Future Community Resilience Partnership Community Action Grant Program to make improvements to Building 1 at 25 Front Street and authorize the City Manager to execute necessary program documents. This motion was approved, 5-0.

P) Request by the Deputy Economic Development Director to submit a grant application to the Safe Streets and Roads for All (SS4A) Program to improve roadway safety.

Deputy Economic Development Director Joellyn Warren reviewed the request to submit a grant application to the Safe Streets and Roads for All (SS4A) Program to improve roadway safety.

Councilor Bonneville, seconded by Councilor Dean, made a motion to authorize the submission of a grant application to the Safe Streets and Roads for All Planning and Demonstration Program and

authorize the City Manager to sign all paperwork related to and necessary for the submission of this request. This motion was approved, 5-0.

Q) Request by the Deputy Economic Development Director to submit a request for Flood Mitigation Assistance grant funds to support the City of Belfast Hazard Mitigation Plan.

Deputy Economic Development Director Joellyn Warren reviewed the request to submit a request for Flood Mitigation Assistance grant funds to support the City of Belfast Hazard Mitigation Plan and answered Council questions.

Councilor Dean, seconded by Councilor Harkness, made a motion to authorize the submission of a grant application to FEMA's Flood Mitigation Assistance fund to assist the City with the creation of a City-specific Hazard Mitigation Plan in the amount of \$50,000 with a City match of \$12,500 in the form of in-kind City staff and Committee time. This motion was approved, 5-0.

R) Request by the Economic Development Director to authorize sending City personnel to the upcoming National Brownfields Training Conference.

Economic Development Director Thomas Kittredge reviewed the request to authorize sending City personnel to the upcoming National Brownfields Training Conference.

Councilor Dean, seconded by Councilor Mortier, made a motion to authorize Economic Development Staff to attend the National Brownfields Training Conference and to have their eligible conference-related expenses reimbursed by funding from the City's current USEPA Brownfields Assessment Grant, not to exceed \$5,600.00. This motion was approved, 5-0.

S) Request by the Economic Development Director to accept a proposal from Port City Architecture to provide architecture and engineering services for a proposed City of Belfast Public Safety Building.

Economic Development Director Thomas Kittredge reviewed the request to accept a proposal from Port City Architecture to provide architecture and engineering services for a proposed City of Belfast Public Safety Building and answered Council questions.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept Port City Architecture's Phase 1 Feasibility Study for a new Public Safety Building proposal, dated May 12th, 2025 and revised June 5th, 2025, with a total estimated cost of \$109,991.00; and to allocate \$103,133.90 from City Public Works Site Search account #730-636 and \$6,857.10 from City Engineering account #680-604 to be used to pay for the cost of this proposal. This motion was approved, 5-0.

T) Request to remove three City Street Trees.

Councilors briefly discussed the assessments of the trees provided by arborist Carol Herwig.

Councilor Mortier, seconded by Councilor Harkness, made a motion to remove three City Street Trees located at 129 Waldo Avenue, 288 High Street (Field Street side), and 55 Spring Street. This motion was approved, 5-0.

U) Request by the Airport Manager to expend up to \$7,180.00 for a five-year Base Network Access and Support Agreement for the QTPod M4000 Self-Serve Terminal.

City Manager Erin Herbig briefly reviewed the request by the Airport Manager to expend up to \$7,180.00 for a five-year Base Network Access and Support Agreement for the QTPod M4000 Self-Serve Terminal.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the expenditure of \$7,180 from Airport Capital Reserve Account #640-595 to fund a five-year Base Network Access and Support Agreement and authorize the City Manager to sign any necessary documents. This motion was approved, 5-0.

V) Determination of Grievance Appeal and Adoption of a Memorandum of Understanding with the Belfast Police Association/Fraternal Order of Police.

City Manager Erin Herbig briefly reviewed the Determination of Grievance Appeal and Adoption of a Memorandum of Understanding with the Belfast Police Association/Fraternal Order of Police.

Councilor Harkness, seconded by Councilor Dean, made a motion to grant the grievance, adopt the Memorandum of Understanding with the Belfast Police Association/Fraternal Order of Police and authorize the City Manager to sign the MOU. This motion was approved, 5-0.

W) Signing of Council Orders and housekeeping items.

Council Order #55 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$13,166.00 for a new mower from Chase Toys in Unity, ME for the Parks and Recreation Department. Funding is to come from the Undesignated Fund Balance. (Approved June 17, 2025)

Council Order #56 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to \$250.00 donation to the City of Belfast and to place the donation into the Parks Maintenance Account #610-585. (Approved June 17, 2025)

Council Order #57 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$109,991.00 for the cost of Phase 1 Feasibility Study by Port City Architecture. Funding of \$103,133.90 is to be allocated from City Public Works Site Search account #730-636 and \$6,857.10 from City Engineering account #680-604. (Approved June 17, 2025)

Council Order #58 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$7,180.00 for a five-year Base Network Access and Support Agreement for the QTPod M4000 Self-Serve Terminal for the Municipal Airport. Funding is to come from Airport Capital Reserve Account #640-595. (Approved June 17, 2025)

11) Open to the Public

No comments.

12) Communications

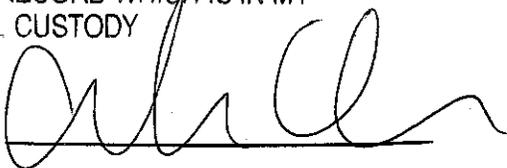
No comments.

13) Adjourn

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn at 9:28 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