

\*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 5, 2025**

**5:45 p.m.** Request to go into Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Bitely, seconded by Councilor Dean, made a motion to go into Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C at 5:45 p.m. This motion was approved, 5-0.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to adjourn the Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C at 6:30 p.m. This motion was approved, 5-0.

**6:15 p.m.** Council Work Session with the Climate, Energy, and Utilities Committee

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

**Regular Council Meeting No. 8**

**1) Call to order**

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

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

Mayor Eric Sanders noted the following proposed amendments to the agenda:

- Add item A.1 Council discussion regarding Keep the Faith Fund

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

**5) Acceptance of the minutes**

Regular Council Meeting of October 21, 2025.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from the Regular Council Meeting of October 21, 2025. This motion was approved, 5-0.

#### **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 would be shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

No public comments.

#### **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>, and thanked City staff and election workers for their hard work facilitating the November 5<sup>th</sup> election.

City Manager, Mayor, and Councilors thanked and honored Councilor Bonneville for her time on the City Council. They also acknowledged and congratulated the election of Daniel Miller, and the reelection of Mayor Sanders and Councilor Bitely to the Council.

Councilor Bonneville thanked City Staff, fellow Council members, and the public, and made remarks regarding her experience as a Councilor.

#### **7) Communications**

Councilor Harkness asked City Manager Herbig to speak about the upcoming Maine-iac 'Spiel curling tournament at the Belfast Curling Club and encouraged the public to stop in to watch anytime.

Councilor Bonneville thanked election workers, City Staff, and the public for participating in Tuesday's election.

Councilor Dean thanked the public for voting in the election.

Mayor Sanders gave remarks regarding the October 23<sup>rd</sup> Planning Board meeting and information about the City's contracted engineering services.

Mayor and Councilors discussed proposing a Council Member observer at School Board Meetings.

## 8) Old Business and City Committee Reports

None.

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

- A. Request to approve an application by Belfast Curling Club, Inc. d/b/a Belfast Curling Club, located at 211 Belmont Ave, Belfast, Maine for a renewal on-premise Malt, Spirituous, and Vinous liquor license.
  
- B. Request to approve an off-premises catering permit for Rollie's Bar and Grill for a Retirement Event on October 30, 2025, from 3:00 p.m. to 9:00 p.m. located at Bayview Point Event Center, 15 Front Street, Belfast, Maine.
  
- C. Request to approve an off-premises catering permit for Lisa's White Flour Catering for a Thanksgiving Dinner on November 27, 2025, from 1:00 p.m. to 4:00 p.m. located at Ocean's Edge at Fireside Inn, 159 Searsport Ave, Belfast, Maine.
  
- D. Request to approve an extension of liquor license permit for Dos Gatos Gastropub, LLC d/b/a Dos Gatos Gastropub to extend the seating capacity of their property located at 84 Main Street into City parking spaces as part of the Curbside outdoor seating area.

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

## 10) Business

- A) Request from the Fire Chief to confirm Colby Robbins of Montville as a full-time EMS Captain for the Fire and Ambulance Department.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to confirm Colby Robbins of Montville as a full-time EMS Captain for the Fire and Ambulance Department. This motion was approved, 5-0.

- A.1) Council discussion regarding Keep the Faith Fund.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to authorize City Staff to activate the Keep the Faith Fund and to authorize the disbursement of \$500.00 from the City's Undesignated Fund, G-1-9000-00, in support of the Belfast Soup Kitchen, effective immediately. This motion was approved, 5-0.

**B) Request from the Wastewater Superintendent for authorization to expend \$8,200 for the replacement of the Wastewater Treatment Plant generator transfer switch.**

Councilor Harkness, seconded by Councilor Dean, made a motion to authorize the expenditure of \$8,200 to be allocated from the Wastewater Department's Equipment Capital Reserve Account #990-537 for the replacement of the generator transfer switch. This motion was approved, 5-0.

**C) Request from the Planning and Codes Director to update the City Permit Fee Schedule.**

Councilor Mortier, seconded by Councilor Dean, made a motion to direct City staff to incorporate the February 2025 Building Valuation Data Tables into the fee schedule, effective immediately, along with the other recommended changes as presented. This motion was approved, 5-0.

**D) Request to reappoint Steve Wilson, Bub Fournier and Jennifer Cormier as Code Enforcement Officers for the City of Belfast.**

Councilor Bonneville, seconded by Councilor Harkness, made a motion to reappoint Steve Wilson, Jennifer Cormier, and Bub Fournier as Code Enforcement Officers for the City of Belfast. This motion was approved, 5-0.

**E) Request from the Police Chief to accept \$2,752.00 in drug forfeiture money.**

Councilor Harkness, seconded by Councilor Bitely, made a motion to accept the funds of \$2,752.00 and to place these funds into GL Account #1-2347-00 Drug Forfeiture. This motion was approved, 5-0.

**F) Request from the Police Chief to accept \$5,094.50 in drug forfeiture money.**

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the funds of \$5,094.50 and to place these funds into GL Account #1-2347-00 Drug Forfeiture. This motion was approved, 5-0.

**G)** Request from the Media Manager to accept and award the bid for the sale of a 2011 Ford E450 Ambulance.

Councilor Bonneville, seconded by Councilor Dean, made a motion to accept the bid as presented and award the sale to Travis Keene of Belfast, for funding to be deposited into the Used City Equipment Sales Account #110-3544. This motion was approved, 5-0.

**H)** Request for authorization to expend up to \$800.00 for the replacement of downtown holiday lights.

Councilor Mortier, seconded by Councilor Harkness, made a motion to expend up to \$800.00 from City Promotionals Account #650-726. This motion was approved, 5-0.

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

## **11) Open to the Public**

No public comments.

## **12) Communications**

Councilor Bitely requested details on where to find the Keep the Faith Fund's Go Fund Me page. The site is linked on the landing page of the City website, [cityofbelfast.org](http://cityofbelfast.org), in the featured news.

City Manager Herbig expressed thanks to Councilor Bonneville for her service to the City of Belfast.

Councilor Mortier offered congratulations on the election results to Mayor Sanders, Chris Bitely, and Daniel Miller.

Mayor Sanders congratulated Adam Blodgett for running in the election, and gave his appreciation to everyone who voted and contributed to the election day food drive.

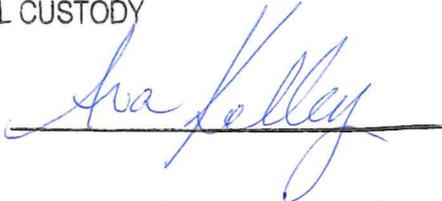
Councilor Harkness discussed the election day food drive.

### 13) Adjourn

Councilor Harkness, seconded by Councilor Bitely, made a motion to adjourn at 8:28 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



AVA KELLEY, BELFAST MAINE