

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

**City of Belfast  
Council Chambers-Belfast City Hall  
Tuesday, January 6, 2026**

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

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

Councilor Mortier, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C at 6:21 p.m. This motion was approved, 5-0.

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

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

**Regular Council Meeting No. 12**

**1) Call to order**

**2) Present:** Mayor Eric Sanders, Councilors Mary Mortier, Neal Harkness, Dan Miller, Chris Bitely, Paul Dean; City Manager Erin Herbig and 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**

Regular Council Meeting of December 16, 2025.

City Manager Erin Herbig noted one amendment to the minutes on page 9 that was brought to the Council's attention ahead of the meeting.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the minutes from the Regular Council Meeting of December 16, 2025, as amended. 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 recognized the emergency crews, especially the Public Works Department, that worked all of Christmas and New Years, thanking them all for their service.

**7) Communications**

Councilor Harkness discussed the passing of County Commissioner Betty Johnson and thanked those who supported him and his wife during her recovery.

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

No comments.

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

A. Request to approve an application by Frank D. Hazeltine American Legion Post #43 d/b/a Frank D. Hazeltine American Legion Post #43 located at 143 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club with catering privileges liquor license.

- B. Request to approve an application for a BYOB/Special event permit by On the Flye LLC d/b/a On the Flye for a New Year’s Eve event on December 31, 2025, from 8PM to 11:30PM located at The Commons, 15 Main Street, Belfast, Maine.
- C. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Beano/Bingo) for Frank D. Hazeltine American Legion Post #43 located at 143 Church Street, Belfast, Maine. This approval is granted from January 1, 2026, through December 31, 2026.

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

**10) Business**

A) Request from the Fire Chief to confirm Jesse Brown of Pittsburgh as a full-time EMS Captain for the Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request to confirm Jesse Brown of Pittsburgh as a full-time EMS Captain for the Fire and Ambulance Department.

The Mayor, Councilors and City Manager welcomed Mr. Brown to the City of Belfast team.

Councilor Dean, seconded by Councilor Harkness, made a motion to confirm Jesse Brown as a full-time EMS Captain for the Belfast Fire and Ambulance Department. This motion was approved, 5-0.

City Clerk Angie Crosby conducted the swearing-in ceremony.

B) Request from the Fire Chief to confirm Johnathan Grauer, Christina Oelmann, and Rachel Brown as part-time staff for the Fire and Ambulance Department.

Fire Chief Patrick Richards reviewed the request to confirm Jesse Brown of Pittsburgh as a full-time EMS Captain for the Fire and Ambulance Department.

Councilor Bitely, seconded by Councilor Harkness, made a motion to confirm Johnathan Grauer, Christina Oelmann, and Rachel Brown as part-time staff for the Fire and Ambulance Department. This motion was approved, 5-0.

C) Request from the Harbor Advisory Committee to accept the Bridge and River Harbors Management Plan.

Harbor Master Kathy Given briefly reviewed the plan that was presented to the City Council during the Council Work Session with the Harbor Advisory Committee in advance of the Regular Council Meeting answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to approve the Bridge and River Harbors Management Plan. This motion was approved, 5-0.

D) Request from the Harbor Master to appropriate \$25,000.00 for the maintenance of the City Breakwater this spring.

Harbor Master Kathy Given and City Manager Erin Herbig reviewed the request to appropriate \$25,000.00 for the maintenance of the City Breakwater this spring and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appropriate \$25,000.00 from Account G1-2026-00 FEMA Storm Damage Reimbursement to complete maintenance of the City Breakwater this spring. This motion was approved, 5-0.

E) Request from the Harbor Advisory Committee to approve 2026 Harbor Usage Fees.

Harbor Master Kathy Given reviewed the proposed 2026 Harbor Usage Fees and answered Council questions.

City Manager Erin Herbig discussed how and why the City has been looking at user fees across City Departments.

Councilor Harkness, seconded by Councilor Dean, made a motion to approve the 2026 Harbor Usage Fees as recommended by the Harbor Advisory Committee subject to approval by the State of Maine regarding launch ramp fees. This motion was approved, 5-0.

F) Request from the Harbor Master to replace the outboard engine of the Harbor Boat.

Harbor Master Kathy Given reviewed the request to replace the outboard engine of the Harbor Boat and answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to accept and award the quote from Front Street Shipyard for a 2026 Mercury Sea Pro 250XL DTS with funding up to \$35,000.00 to be allocated from the Harbor Diesel Account #1-2200. This motion was approved, 5-0.

**G)** Request by the Economic Development Director to accept and award a bid for 3 automatic chest compression systems.

Economic Development Director Thomas Kittredge and Fire Chief Patrick Richards presented the results of that bidding process, noting that the recommendation is to award the bid to Stryker Corporation and answered Council questions.

Councilor Dean, seconded by Councilor Bitely, made a motion to accept the bids received, and to award a bid for 3 automatic chest compression systems and related necessary equipment, supplies, and service plans to Stryker Corporation for \$86,190.64; and to reauthorize the required matching funds for this awarded grant, in the amount of \$5,332.16, with funding to be allocated from the Fire/EMS Capital Reserve Account #720-002. This motion was approved, 5-0.

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

**Council Order #34 Signed by Councilor Mortier Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$25,000.00 for Islesboro Marine to complete maintenance of the City Breakwater this spring. Funding is to be allocated from Account G1-2026-00 FEMA Storm Damage Reimbursement. (Approved January 6, 2026)

**Council Order #35 Signed by Councilor Mortier Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$35,000.00 to purchase a 2026 Mercury Sea Pro 250XL DTS from Front Street Shipyard. Funding is to be allocated from the Harbor Diesel Account #1-2200. (Approved January 6, 2026)

**Council Order #36 Signed by Councilor Dean Ordered That:**

The City Manager and the City Treasurer are authorized to expend up to \$86,190.64 to purchase 3 Lucas Automatic Chest Compression devices and related equipment from Stryker Corporation.

Funding of \$80,858.48 is to come from the Assistance to Firefighters Grant and City matching funds of \$5,332.16 is to be allocated from the Fire/EMS Capital Reserve Account #720-002.  
(Approved January 6, 2026)

**11) Open to the Public**

No public comments.

**12) Communications**

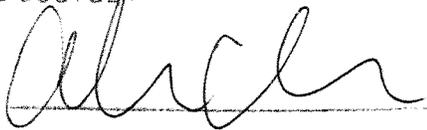
No comments.

**13) Adjourn**

Councilor Harkness, seconded by Councilor Miller, made a motion to adjourn at 7:51 p.m. This motion was approved, 5-0.

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

TEST



AMANDA CUSHMAN, BELFAST MAINE