

These are "Action Only" minutes. Video of comments may be found on recorded discs at City Hall or at www.cityofbelfast.org.

**City of Belfast
Council Chambers-Belfast City Hall
Tuesday, January 20, 2026**

6:00 p.m. Request to go into an Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A.

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A at 6:01 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Miller, made a motion to adjourn the Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A at 6:59 p.m. This motion was approved, 5-0.

7:00 p.m. Regular Council Meeting

Regular Council Meeting No. 13

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

Mayor Sanders noted the proposed following amendments:

Add item **10) K #1** Request to go into an Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A 405 (6) C.

Add item **10) K #2** Possible action concerning tax foreclosure waivers.

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

5) Acceptance of the minutes

Regular Council Meeting of January 6, 2026.

Councilor Harkness, seconded by Councilor Dean, made a motion to accept the minutes from the Regular Council Meeting of January 6, 2026. 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.

1. Mollie Noyes of Belfast addressed item **10) G** on the Agenda.

B. Organization and Department Reports

- Melissa Torres gave a presentation on behalf of the Belfast Teen Center.

7) Communications

No comments.

8) Old Business and City Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request to approve an application by Nautilus Seafood and Grill d/b/a Nautilus Seafood and Grill located at 3 Main Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Class A Restaurant liquor license.

- B.** Request to approve an application for a Special Amusement Permit for Frank D. Hazeltine American Legion Post #43 d/b/a Frank D. Hazeltine American Legion Post #43 for Live Music, DJ, Karaoke, all Live Entertainment, and dancing at 211 143 Church Street, Belfast, Maine, interior only.

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

10) Business

- A)** Request to appoint John Martin of Swanville as a new Truck Driver/Laborer for the Public Works Department.

Public Works Director Kip Faulkner reviewed the request to appoint John Martin of Swanville as a new Truck Driver/Laborer for the Public Works Department.

The Mayor, Councilors and City Manager welcomed Mr. Martin.

Councilor Dean, seconded by Councilor Harkness, made a motion to appoint John Martin of Swanville as a new Truck Driver/Laborer for the Public Works Department. This motion was approved, 5-0.

- B)** Request to appoint Robert Doughty of Knox as a new Truck Driver/Laborer for the Public Works Department.

Public Works Director Kip Faulkner reviewed the request to appoint Robert Doughty of Knox as a new Truck Driver/Laborer for the Public Works Department.

The Mayor, Councilors and City Manager welcomed Mr. Doughty.

Councilor Dean, seconded by Councilor Bitely, made a motion to appoint Robert Doughty of Knox as a new Truck Driver/Laborer for the Public Works Department. This motion was approved, 5-0.

C) Proclamation honoring Midcoast Maine Homeless Coalition as the 2026 Belfast Spirit of America Recipient.

Mayor Sanders read on the proclamation honoring Midcoast Maine Homeless Coalition as the 2026 Belfast Spirit of America Recipient.

Midcoast Maine Homeless Coalition members thanked the Mayor and Council for their support and recognition.

D) Update from the Interim Finance Director.

Interim Finance Director Sue Lessard reviewed the Revenue and Expense Budget Review for the past six months, provided an update on the installation of Trio Web, and the FY2026-27 Budget process and answered Council questions.

E) Request from the City Assessor to update aerial imagery and implement a licensing administration module within GeoPermits.

City Assessor Steven Weed and Director of Code and Planning Bub Fournier reviewed the request to update aerial imagery and implement a licensing administration module within GeoPermits and answered Council questions.

Councilor Dean, seconded by Councilor Harkness, made a motion to enter into a 3-year agreement with EagleView to update aerial imagery and to expend up to \$13,677.97 appropriated from Account #720-919 Assessment Revaluation. This motion was approved, 5-0.

F) Request by the Harbor Master to winterize the Block Building.

Harbor Master Kathy Given reviewed the request to winterize the Block Building and answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to authorize winterization work on the Block Building as presented and approve funding up to \$17,000.00 from the Harbor ENK Fund. This motion was approved, 5-0.

G) Request from Window Dressers for consideration of a Boathouse Rental Fee Waiver totaling \$2,550.00 for November 6th through 22nd, 2026.

Linda Meadows, Local Coordinator for Window Dressers reviewed the request from Window Dressers for consideration of a Boathouse Rental Fee Waiver totaling \$2,550.00 for November 6th through 22nd, 2026 and answered Council questions.

Councilor Harkness, seconded by Councilor Dean, made a motion to table the request from Window Dressers for consideration of a Boathouse Rental Fee Waiver totaling \$2,550.00 for November 6th through 22nd, 2026 to a future meeting to allow for further discussion. This motion was approved, 5-0.

H) Request from the Waldo County Soil and Water Conservation District to host a Shoreline Restoration Workshop in partnership with the City of Belfast in April 2026.

City Manager Erin Herbig reviewed the request from the Waldo County Soil and Water Conservation District to host a Shoreline Restoration Workshop in partnership with the City of Belfast in April 2026 and answered Council questions.

Councilor Harkness, seconded by Councilor Mortier, made a motion to approve the request by Waldo County Soil and Water Conservation District for approval of a partnering with the City of Belfast to host a free live stakes shoreline restoration workshop in April 2026. This motion was approved, 5-0.

I) Request from the Belfast Community Co-op for approval of a Facility Use Request for use of Steamboat Landing Park for their 50th Anniversary Celebration on Saturday, August 22, 2026.

City Manager Erin Herbig reviewed the request from the Belfast Community Co-op for approval of a Facility Use Request for use of Steamboat Landing Park for their 50th Anniversary Celebration on Saturday, August 22, 2026.

Councilor Harkness, seconded by Councilor Mortier, made a motion to approve the Facility Use Request by Belfast Community Co-op for approval of a Facility Use Request for use of Steamboat Landing Park for their 50th Anniversary Celebration on Saturday, August 22, 2026. This motion was approved, 5-0.

J) Request by the Interim Finance Director to abate real estate taxes, sewer principle, cost and interest for 74 High Street.

City Manager Erin Herbig briefly reviewed the request by the Interim Finance Director to abate real estate taxes, sewer principle, cost and interest for 74 High Street and answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to approve the abatement of real estate taxes, cost, and interest for fiscal year 2022-2023 in the amount of \$1,967.91, and \$3,011.15 for fiscal year 2023-2024 for 74 High Street, Account 2967, and to also abate sewer principal and interest for the 04/08/2024 billing in the amount of \$65.83 and the 09/03/2024 billing in the amount of \$168.92 for 74 High Street, account 88. This motion was approved, 5-0.

K) Request to set the Delinquent Tax Rate for 2026.

City Manager Erin Herbig briefly reviewed the request to set the Delinquent Tax Rate for 2026 and answered Council questions.

Councilor Mortier, seconded by Councilor Bitely, made a motion to set the delinquent tax rate at 7.0% for 2026. This motion was approved, 5-0.

K) #1 Request to go into an Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Mortier, 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 8:25 p.m. This motion was approved, 5-0.

Councilor Bitely, seconded by Councilor Mortier, made a motion to adjourn the Executive Session on a Real Estate Matter pursuant to 1 M.R.S.A. 405 (6) C at 8:35 p.m. This motion was approved, 5-0.

K) #2 Possible action concerning tax foreclosure waivers.

No Council discussion.

Councilor Bitely, seconded by Councilor Miller, made a motion to waive foreclosure for 2023 expired tax liens for account 51 (map 021-006-043, account 3141 (map 023-007-02), and account 140 (map 009-023). This motion was approved, 5-0.

Councilor Bitely, seconded by Councilor Dean, made a motion to begin the foreclosure process for account 54 (map 021-009) and account 3833 (map 008-053-J) for the unpaid expired 2023 tax liens, with the record owners being given a 30 day time period beginning 1/22/26 to pay all years of outstanding tax, costs, and interest and redeem the property prior to sale by the City. This motion was approved, 5-0.

L) Signing of Council Orders and housekeeping items.

Council Order #37 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$13,677.97 for a 3-year agreement with EagleView to update aerial imagery. Funding is to come from the Assessment Revaluation Account #720-919. (Approved January 20, 2026)

Council Order #38 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$17,000.00 to winterize the Block Building. Funding is to come from the Harbor ENK Fund. (Approved January 20, 2026)

Council Order #39 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to abate real estate taxes, cost, and interest for fiscal year 2022-2023 in the amount of \$1,967.91, and \$3,011.15 for fiscal year 2023-2024 for 74 High Street, Account 2967, and to also abate sewer principal and interest for the 04/08/2024 billing in the amount of \$65.83 and the 09/03/2024 billing in the amount of \$168.92 for 74 High Street, account 88. (Approved January 20, 2026)

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 8:39 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