

**MANAGER'S REPORT**  
Belfast City Council Meeting  
Tuesday, November 15, 2011  
7:00 P.M.

**TO: Mayor Walter Ash Jr. and Honorable Members of Belfast City Council**

**FROM: Joseph J. Slocum, City Manager**

**DATE: Thursday, November 10, 2011**

**Non-Agenda Items:**

**Please come to honor our Veterans**

**Tomorrow – Friday November 11, 2011 is Veterans Day.**

**The Belfast Parade starts at 9:30 am at the High School. They march down Waldo to Main and down to the waterfront. More people need to come out and show their support for our veterans. Belfast does many great things but we have not made the effort we should make to be there for this honorary moment to their service to us and the rest of this country.**

**Please --Please-- come to witness this tribute.**

**Agenda Items:**

**10-B Acceptance of Bids for an All Wheel Drive Loader for the Public Works Department and Possible Award of Bid.**

*(Introduced by Bob Richards , Public Works Director)*

City Public Works Director Bob Richards is replacing our 1992 loader backhoe. We have received 5 bids for this piece of equipment and the lowest came from Nortrax of West Hermon, Maine at \$68,325.00. We ask that you accept the bids as presented and award the bid to the lowest bidder Nortrax in the amount of \$68,325.00.

**10-C Consideration of a Recommendation of the City Manager to Give Back to Waterfall Arts a Series of Artistic Benches and Chairs that Waterfall Arts Gave to the City in the Spring of 2011.**  
*(Introduced by the City Manager)*

This past winter Waterfall Arts commissioned a number of artists to make a variety of chairs and benches which adorned the Downtown and Waterfront areas this past summer. For insurance reasons these were given to the City so that they could be placed on the City's Insurance Policy. The season is over and there is no further use for these benches and chairs and we would like to donate them back to Waterfall Arts where they may be able to utilize them to raise funds for future artistic displays.

**10-D Discussion and Consideration of a possible option to purchase land and hydro facilities from Goose River Hydro.**  
*(Introduced by the City Manager)*

The City has been evaluating possible purchase of these dams. One or more members of the Council have indicated an interest in pursuing another option to buy this property for a limited period of time. The City previously purchased an option on this property that expired in August. Instead of paying cash for the option we agreed to provide the owner with a copy of the engineering report we commissioned. The question to be decided is whether or not the City is willing to exercise an additional option, and for how much, and for how long.

**10-E Consideration of a Request from the Harbor Master and the Harbor Committee to Approve Usage Fees for 2012.**  
*(Introduced by Harbormaster Katherine Pickering)*

The City Harbor Master is attaching preliminary estimates of revenue from the harbor this past year. As you will note there are more than 30 different sources of income that come into the harbor. She will come to the meeting and answer questions you have on this estimate of revenues and recommend, as the Harbor Committee did unanimously, to keep the harbor use fees at the same level for 2012 as we had them for 2011.

**10-F Discussion with the Harbor Master Regarding Harbor Vessel Contracts for 2012.**  
*(Introduced by Harbormaster Katherine Pickering)*

The Harbor Committee had one recommendation with respect to any existing contracts with Charter Vessels and that was to be sure that those vessels included any utilities or trash fees that were incurred by the City as part of their rent. Currently, the City charges \$40.00 per foot per Season for the Overnight Charter Contract which allows a permanent slip space and \$100.00 a Season for the Occasional Use Contract which allows only loading and unloading passengers at the dock. The Season is 5 months, from May 15th to October 15th. City Harbor Master, Katherine Pickering, will be at the meeting to discuss the possibility of raising current rates from \$40.00 a foot to \$45.00 a foot and also to discuss what utility or trash fees are incurred as a result of these boats having these Contracts with the City. There are attachments in your packets which talk about the Usage Fees and the Charter Vessel Contracts along with a Statement of Revenues only for the Water Front. These are not audited revenues, and do not account for associated expenses.

**10-G Update and report on unexpected potential loss of Heat and other public assistance program Funds that may affect the City's budget for General Assistance.**

*(Introduced by General Assistance Administrator, Suesan Packer)*

We are not seeking action at this time but we do want to alert the Council that potential Federal and State program cuts for heat and other support programs may significantly impact the City's General Assistance Budget for this year. These cutback measures will increase the number of people who apply for General Assistance and will also increase the number of people who need heat assistance but do not qualify for general assistance.

Suesan Packer has an attached a 2 page outline of what we are looking at. We wanted to call your attention to this issue before you start hearing of people who don't qualify for General Assistance and accordingly may have very limited places to go when they have no heat. It could well mean many without heat at times this winter. There are some local helpers but their donated funds are very limited.

**10-H Second Reading on Amending the City Council Code of Ordinances to Add the Sportsmen's Park to a Definition of Parks in the City Ordinance.**

*(Introduced by Parks and Recreation Director Jim Bell)*

By adding Sportsmen's Park to the definition of Parks in the Ordinance, we are simply acknowledging that this is also one of the Parks that the Parks and Recreation Commission would have jurisdiction over. Jim Bell, Parks Director, will be at the Meeting should you have any questions.

**10-I Further Discussion on Fireworks and their use and sale in Belfast.**

*(Introduced by City Planner Wayne Marshall)*

Over the last couple of meetings the City Planner, Wayne Marshall, has been providing the Council with information from communities that have banned the sale or use of fireworks as well as communities which have permitted the sale and use of fireworks.

Since our last meeting, I have discussed this matter with Fire Chief, Jim Richards. Chief Richards is primarily against the sale and use of fireworks in the City of Belfast because of fears of the safety of Firefighters who may have to respond to a fire in the location that has stored a large amount of fireworks. He is also opposed to the use of them in the City to cut down on the number of accidents that happen particularly to children in use of these fireworks.

The Council also asked for additional data on the statistics as to increased instances of physical injury, fires, etc., relating to fireworks and attached to this packet will be the information we have been able to locate since the last meeting. If the City is going to pass a law which will ban either the sale or use of fireworks in the City of Belfast we really should have the First Reading for the December 6<sup>th</sup> Meeting and the Second Reading at the December 20<sup>th</sup> Meeting.

**10-J Request from the City Planner for the City to consider applying for a Maine Coastal Grant from the State Planning Office to help prepare a concept plan for the Rails and Trails Project.**

*(Introduced by Director of Planning, Wayne Marshall)*

A couple of years ago, the City purchased 3 miles of walkway in a corridor between Penobscot McCrum and the Waldo County Line. The specific purpose for this purchase was to maintain the rail and to develop a pedestrian trail in this corridor. We are working on that trail as we speak, but we also realize that we have not identified a plan on how to go about constructing the trail and we would like to apply for a grant that would help us hire someone to do the concept plan for the trail. I am also hoping to have state officials here before Christmas to look at parts of the trail to see if there are pending issues that we may have to think about as we develop this trail. The initial piece between Penobscot McCrum and the Upper Bridge, in my view, can be done relatively quickly for hiking purposes, but will take more construction involvement to accommodate baby strollers, etc.

**10L Discussion of an anticipated schedule for the Harbor Walk in the Spring / Summer of 2012.**

*(Introduced by City Planner Wayne Marshall)*

We've asked Wayne Marshall to lay out a temporary timeline. At this point in time, since we do not have final design, all we can do is create a tentative schedule. We have attached that schedule to this packet and Wayne will discuss it with Council at the meeting.

**10-L Presentation by the City Economic Development Director, Thomas Kittredge, of a Possible Economic Development Plan for Belfast for the Next 12 Months.**

*(Introduced by Economic Development Director Thomas Kittredge)*

In 2010 the City hired Thomas Kittredge to be our Economic Development Director. Since then, he has been very busy working on a host of different economic development issues for the City on a daily basis. Some of these matters are very large and some less large. We've asked Thomas to review the existing Economic Development Plan dated to January of 2010 and to update it and make his recommendations for what the priorities should be as we approach the next calendar year.

We are not asking for a determination by the Council at this point in time, but we really are interested in starting this discussion.

We suggest that we schedule a work session that would jointly discuss our Economic Development Plan as well as Council's overall Goals for the next calendar year. I do note that we have a 5<sup>th</sup> Tuesday in the month of November, which is November 29, should that be a workable time for the Council to have this work session.

**10-M Request from the CDBG Housing Advisory Committee to amend the Program guidelines for upgrading rental units and to reaffirm that the Council will delegate to the Committee the ability to be able to directly enroll properties into the program.**

*(Introduced by Economic Development Director Thomas Kittredge)*

The Committee advertised and received less interest in the program than they expected. They are recommending some modification in the Council approved guidelines to encourage a better response to this opportunity. They propose to reduce the amount of matching funds from the property owner, cut the loan forgiveness schedule from ten years to five years after a sale and other changes as to what can be counted towards an owners match requirement. There is a Memo from Ron Harriman Associates, our consultant and other material attached in the packet to help explain these changes. We also are looking for a clear motion

that the Committee can select the program projects and enroll the property owners they best feel meet these program guidelines.

**10-N. Update on what the City can do to pursue the State to redesigning the intersection of Route 1 and Route 141.**

*(Introduced by City Manager)*

We will provide a further report to the Council on this at the meeting itself. This is likely to be a Council Goal for 2012.

**10-O. Move Up to \$3999.00 from the Cemetery Reserve Fund to a Chapel Restoration Capital Improvement Project for the Cemetery.**

*(Introduced by the City Manager)*

Steve Bogue, Cemetery Superintendent, would like to replace the roof of the Chapel and he has the support of the Cemetery Trustees to do this. It will cost less than \$4000.00 so it does not need to go to bid. Steve would like to move money from Reserve Funds to a Capital Project Account for this purpose.

**10-P Acknowledgements of Votes cast.**

*(Introduced by the City Manager)*

After each election the City Clerk certifies the voting results. It is appropriate to present these results to the City Council as the Governing body of the City and for the Council to acknowledge these results, by 'voting to acknowledge' the results conditioned upon and subject to any legal challenge that may arise. The Council is not certifying the vote, it is simply acknowledging the Clerks report and is merely a report to the people

That's about it for now. Thank a veteran if you see one. Find one to thank if you don't.

Thanks so much to all the people who really ran the election itself on Election Day. City Clerk Denise Beckett reminds me all the time that it is getting harder and harder to find people who are willing to work at the polls. With the polls now open at 7:00 am this can be a 13-hour day for many. If you are willing to help next year we need all the help we can get. Contact Denise on the Website or at 338-3370 ext 14. She will be very happy to hear from.

Thanks as well to our candidates. Its unfortunate that everyone can't win but great that people are willing to put their names and their time forward for the benefit of everyone. There is always room at the table for anyone who wants to help this community. Be safe, shop local and keep in mind that it takes everyone of us to make Belfast great.

November 9, 2011

To: Joe Slocum, City Manager

From: Director, Parks & Recreation

Subject: Facilities Request Forms  
Our Town Belfast- Tree Lighting  
New Year's By The Bay  
YMCA Family Triathlon

All three of these events have an established success record. As seen in their requests, plans are pretty much identical to the previous year. I am recommending Council approval at its next meeting. I will be working with them, as needed, as we get closer to the event.

Note: The tree lighting is asking to close off Church Street (Maine to Anderson) not Court Street.

I will be present at the meeting to assist with answering any questions.

**Request to use Facilities  
Belonging to the Citizens of the City of Belfast**

It is the general policy of the City of Belfast that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property, including all streets, roads, easements and rights of way. This is a planning checklist for your benefit as well as the City's. If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity. Approvals cannot be given to individuals or groups who are uncertain of their plans. Please attach maps, additional sheets, event outlines etc. that help to explain your request. If any of the following questions do **NOT** apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1. State your name and whom you represent?

BETH ANDERSON - DIRECTOR - WALDO COUNTY YMCA  
FAMILY TRIATHLON FESTIVAL

2. What facilities would you like to use or what permissions are you seeking with respect to property owned by the Citizens of Belfast? Please be specific Walsh Field - Overflow

parking - THUS, kids races, the streets in Belfast for the racers

3. What dates and times do you wish to have this event? May 12, 2012

7:30 AM - 4:30 PM

4. Will you want to put up banners or signs? (If so where and the dates the signs will be put up and taken down) \_\_\_\_\_

We will put up signs on the roads prior to the event alerting drivers to watch out for racers.

5. Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

No, however we will be using the streets for racers which will be monitored by police & volunteers.

6. Please describe this event in detail. If there is a schedule then attach it and explain it here.

The Waldo County Family Triathlon Festival is an event that features an adult sprint triathlon in the morning and kids races in the afternoon. This will be our third annual event.

City of Belfast - Facilities Request Form

7. How many people do you expect? 144 adult racers, 100 kids, spectators (200?)

8. Will you be charging admission to this event? THERE IS A FEE TO RACE

9. Will you be selling things at this event? FOOD, ATHLETIC CLOTHING

If so what? \_\_\_\_\_

10. Will any alcohol be served or consumed at this event? (If yes provide details) \_\_\_\_\_

No

11. Does this event call for any type of open fire- including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

No

12. Will you be renting spaces to vendors on City Property? No

13. Describe what type of vendor and the charges you propose to assess against them.

No charges. CO-OP, MAINE SPORT, WILL BE SELLING FOOD & CLOTHING

14. Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an "additional named insured party" to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event? Yes.

15. Who is your insurance agent that will provide proof of this coverage to the City?

Redwoods

16. Noise: What kind of noise do you expect to generate at this event and during which specific periods of time? Minimal - we will have an announcer

at the finish line @ the YMCA entrance with a loud speaker.

17. How do you propose to handle garbage removal? Volunteers.

City of Benast - Facilities Request Form

18. How do you propose to handle parking? Volunteers.

19. How do you propose to handle security? We are working with local + state police.

20. How do you propose to handle the need for restrooms? \_\_\_\_\_

2 Porta Pottys and the YMCA restrooms.

21. What is your plan/need for electricity or water? N/A

22. Have you spoken to the neighbors in the area of this event and discussed, traffic, noise, parking etc with them?

Yes

23. Who will be in charge of the event and what are their home and cell phone numbers, email addresses- where they can be reached before and during this event?

Beth Anderson - 322-4198 soupriqtemidcoast.com

Laurie Smith - 322-3263 ljsmith@fairpoint.net

Jim Wescott - 338-6990 - jtwescott@colby.edu

What specific City services or assistance are you asking for? \_\_\_\_\_

<u>Department</u>	<u>Service Requested</u>
City Manager	_____
Police	_____
Fire/Ambulance	_____
Parks	_____
Public Works	_____
Harbor	_____
Planning (Maps)	_____
Cable TV	_____

**Request to use Facilities  
Belonging to the Citizens of the City of Belfast**

It is the general policy of the City of Belfast that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property, including all streets, roads, easements and rights of way. This is a planning checklist for your benefit as well as the City's. If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity. Approvals cannot be given to individuals or groups who are uncertain of their plans. Please attach maps, additional sheets, event outlines etc. that help to explain your request. If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1. State your name and whom you represent?

MARY P. L. MORTIER  
NEW YEAR'S BY THE BAY (NYBB)

2. What facilities would you like to use or what permissions are you seeking with respect to property owned by the Citizens of Belfast? Please be specific BATHHOUSE & LIBRARY -  
USE BOTH AS PERFORMANCE VENUES AT NO CHARGE.

BUILD BONFIRE TO RIGHT SIDE OF HARBOR PIER ON SHORE.

3. What dates and times do you wish to have this event?

DECEMBER 31, 2011 - 2 P.M. - MIDNIGHT / BONFIRE BY THE BAY } SET-UP 12/31/11 AFTERNOON  
12/31/11 MIDNIGHT  
1/1/12 APPROX. 2 P.M.

4. Will you want to put up banners or signs? (If so where and the dates the signs will be put up, and taken down) BANNERS AT RT 1 / MORNINGS AVE, RT 1 & 3 EAST OF BRIDGE,

RT 3 CURLING CLUB - 12/15/11 - 1/2/12

5. Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

MAIN STREET FROM TRAFFIC LIGHT AT MAIN & HIGH ST. TO HARBOR  
12/31/11 FROM 11:45 P.M. TO MIDNIGHT FOR PUBLIC WALK TO BONFIRE BY THE BAY

6. Please describe this event in detail. If there is a schedule then attach it and explain it here.

SAME AS LAST YEAR - REFERENCE SCHEDULE FROM  
LAST YEAR & MAP ATTACHED

City of Belfast - Facilities Request Form

7. How many people do you expect? 1,500

8. Will you be charging admission to this event? YES

9. Will you be selling things at this event? NYBB NO - PARTICIPATING VENDORS YES - FOOD

If so what? DINNER, HOT & COLD NON-ALCOHOLIC DRINKS, SNACKS, BREAKFAST

10. Will any alcohol be served or consumed at this event? (If yes provide details) \_\_\_\_\_

NO, IT IS A CASH-FREE EVENT.

11. Does this event call for any type of open fire- including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

THERE IS A CELEBRATORY BONFIRE BY THE DOCK NEXT TO THE PIER  
WHATEVER THE FIRE CHIEF ADVISES.

12. Will you be renting spaces to vendors on City Property? NO

13. Describe what type of vendor and the charges you propose to assess against them.

N/A

14. Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an " additional named insured party" to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event? YES

15. Who is your insurance agent that will provide proof of this coverage to the City?

ATLANTIC INSURANCE, (OR POSSIBLY THROUGH OUR TOWN BELFAST)

16. Noise: What kind of noise do you expect to generate at this event and during which specific periods of time? ALL MUSICAL PERFORMANCES ARE INDOORS & TAKE PLACE

IN 45 MINUTE INCREMENTS ON 12/31/11 BETWEEN 4 P.M. & 11:45 P.M.

17. How do you propose to handle garbage removal? INDIVIDUAL VENDORS HANDLE THEIR OWN GARBAGE, NYBB HANDLES BOATHOUSE GARBAGE. REQUEST CITY PUBLIC WORKS TO PLACE 5 STREET TRASH BARRELS & PICKUP AT BOATHOUSE, LIBRARY, BAPTIST CHURCH & FIRST CHURCH(G).

City of Belfast - Facilities Request Form

18. How do you propose to handle parking? IN CITY LOTS, ALONG THE STREETS & PRIVATE LOTS.

19. How do you propose to handle security? VENUE VOLUNTEERS & BELFAST POLICE IF NEEDED.

20. How do you propose to handle the need for restrooms? AT EVENT VENUES (INDOORS)

21. What is your plan/need for electricity or water? AT EVENT VENUES (INDOORS)

22. Have you spoken to the neighbors in the area of this event and discussed, traffic, noise, parking etc with them?

THIS WILL BE THE 15th ANNIVERSARY OF THE EVENT. I'M NOT AWARE OF ANY COMPLAINTS.

23. Who will be in charge of the event and what are their home and cell phone numbers, email addresses- where they can be reached before and during this event?

MARY P. L. MORTIMER - BESTWAY - Cell # 323-1748

Home = Voice MAIL #338-5006

< MARYM@MVICAST.COM >

What specific City services or assistance are you asking for? \_\_\_\_\_

**Department**

**Service Requested**

City Manager HOPE HE'LL BE A VOLUNTEER AGAIN

Police AS THEY HAVE FOR PREVIOUS 14 YEARS

Fire/Ambulance AS THEY HAVE FOR PREVIOUS 14 YEARS

Parks NONE

Public Works - PLACE 5 TRASH BARRELS & REMOVE THEM & GARBAGE  
- PLow DOWNTOWN STREETS & SANIT AS NEEDED

Harbor NONE

Planning (Maps) N/A - NONE

Cable TV IF AVAILABLE & ABLE, ANY PARTICIPATION IS APPRECIATED



New Year's By The Bay  
P.O. Box 313  
Belfast, Maine  
207-338-9803

### NEW YEAR'S BY THE BAY MISSION STATEMENT

New Year's By the Bay was created for the purpose of providing the City of Belfast and surrounding communities with a cultural, family oriented chemical free celebration of the New Year. Our goal is to "Celebrate the Spirit of Belfast" by showcasing local talent, promoting tourism, and encouraging civic involvement and volunteerism. We are a non-profit organization that is proud of the strong support we receive from city government, local businesses, churches, service organizations, schools and private citizens.

12/31/2010 REFERENCE

# Guide to Performances

www.nybb.org

A star (\*) indicates food vendor  
Venues selling buttons on New Year's Eve

## PARKING GALLERY

92 Main at High St. at Traffic Light  
noon-9:00 NYBB 2011 HEADQUARTERS

## THEATER DISTRICT

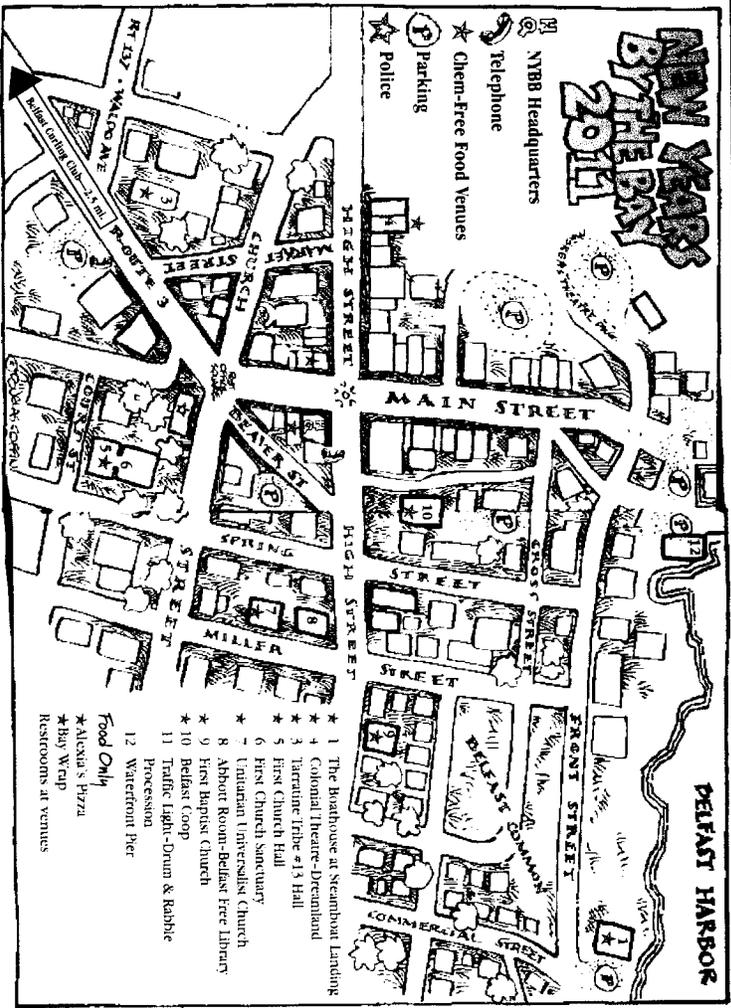
Rte. 3, 2.5 miles west of Rte. 1  
3:00-5:00 Observe, learn the game of Curling on ice

1. THE BEAUFORT ST. ACADEMY & ARTS CENTER  
Front & Commercial Sts. Belfast Harbor  
2:00-5:00 Jump House (10 years & under)  
2:00-4:30 Balloon Animals by Kyle  
3:00-3:35 Conjuring Carroll  
4:00-4:35 Conjuring Magic & Illustrations  
6:00-8:30 Travis Lloyd Dance Band  
9:15-11:30 Willy Kelly Dance Band

153 Main St. between Waldo Ave. & Market St.  
5:00-6:45 Hula Hooping with Judith Plinsky  
7:00-7:45 Game Loft-Jump Rope Demo  
8:00-8:45 Game Loft-Live Action Combat Demo  
9:00-10:45 Hula Hooping with Judith Plinsky

High St. near Main St.  
6:00-6:45 Abba Rabbi Shabba  
7:00-7:45 Abba Rabbi Shabba  
8:00-8:45 Poet Laureate & A Pod of Poets  
9:15-10:45 Rhythms of Chance

Spring St. between Church & Court Streets  
6:00-6:45 XCITY-Dance Band  
7:00-7:45 XCITY-Dance Band  
9:00-9:45 Odlaw-Dance Band  
10:00-10:45 Odlaw-Dance Band  
11:00-11:45 Odlaw-Dance Band



6:00-6:45 Hila Shooter & Clayton Clemenson  
7:00-7:45 Jennifer Armstrong-Storyteller  
8:00-8:45 Clayton Clemenson & Hila Shooter  
9:00-9:45 Me and Martha  
10:00-10:45 Me and Martha  
High St. near Miller St.  
5:00-5:45 Belfast Bay Fiddlers  
6:00-6:45 Belfast Bay Fiddlers  
6:30-8:30 Caricatures by P.J. Carter  
7:00-7:45 Amerannouche Trio  
8:00-8:45 David Dodson with Mike Nickerson & Friends  
9:00-9:45 Amerannouche Trio  
10:00-10:45 David Dodson with Mike Nickerson & Friends  
11:00-11:45 Amerannouche Trio

Church St. at Spring St.  
6:00-6:45 Castlebay  
7:00-7:45 The Gawler Family  
8:00-8:45 Castlebay  
9:00-9:45 The Gawler Family  
10:00-10:45 The Free Seedlings  
11:00-11:45 The Free Seedlings  
Miller St. between Church & High Streets  
5:00-5:45 Spirited Folk

6:00-6:45 Spirited Folk  
7:00-7:45 Hawk Henries  
8:00-8:45 Shades of Blue  
9:00-9:45 Hawk Henries  
10:00-10:45 Shades of Blue  
11:00-11:45 Shades of Blue  
106 High Street & Miller Street  
5:00-6:15 Balloon Animals by Kyle  
5:00-5:45 Jennifer Armstrong-Storyteller

High St. at Beaver St.  
4:00-4:45 Lincoln Blake  
5:00-5:45 Shana Hanson  
6:00-6:45 Shana Hanson  
7:00-8:45 TBD  
Downtown at Main & High Streets  
11:50 Drum & Rabble Corps-6th Annual  
12:00-1:00 8th Annual Bonfire By The Bay

Welcome

to our fourteenth annual, chem-free celebration of  
New Year's By The Bay in Belfast!



One button admits you to all activities  
listed in this program, except food.

\$15.00 for Adults

\$5.00 for Students K-12

No Charge for Children under 5

**Purchase your admission button in advance of Dec. 31, 2010  
at any of the following locations:**

1000 W. WALDO ST.  
 Parent Gallery  
 The Belfast Coop  
 20 BEAVER ST.  
 Mr. Paperback

1000 W. WALDO ST./THREE NORTH  
 Belfast Harbor Inn  
 Comfort Inn Ocean's Edge  
 HIGGINS AVE./STARRETT DRIVE  
 Hannaford (Service Desk)

**Purchase your admission button at most venue  
locations during the event hours until sold out.**

*Please note:* All seats are first come, first served and are subject to occupancy rules.

Food 2011

*Look for the yellow and purple food venue flags for great food for reasonable prices at chem-free eateries\**

**1 The Boathouse** — Steamboat Landing (Front & Commercial Streets), 6 to 11pm

Hot Drinks, Bottled Water, Snacks

**3 Tarratine Tribe 13 Hall** — 153 Main Street (between Waldo Ave. & Market St.), 5pm until...

COMPLIMENTARY Cold Cut Sandwiches, Homemade Desserts, Hot & Cold Drinks

★ **Bay Wrap** — 102 Main Street & 20 Beaver Street (between High & Church Streets), 4 to 10pm

Special New Year's Eve Menu of Wraps: "To THAI For", "Texan's Nightmare" & "Me A My Wrapalaya"; Soup of the Day, Baked Goods, Full Espresso Bar, Hot & Cold Drinks, COMPLIMENTARY Hot Spiced Cider

★ **Alexia's Pizza** — Corner of Main and High Streets, noon to 9pm

Pizza, Calzones, Salads, Sandwiches, Beverages

★ *Indicates food venue only; venues notated with a number also host events (see map inside)*

*\*Food is not included in the event admission price.*

**5 First Church Hall** — Spring Street (between Church & Court Streets), 10pm-1am **New Year's Eve Breakfast**

Eggs, Bacon, Sausage, Homefries, Bread, Hot & Cold Drinks; Drinks & Snacks available earlier

**8 Unitarian Universalist Church** — Miller Street (between High & Church Streets), 5 to 8pm

Variety of Homemade Soups, Breads & Desserts, Hot & Cold Drinks

**9 First Baptist Church** — High Street (near Miller Street), 5 to 11pm

Homemade Beef Stew, Chili, Bar-B-Q Beans, Turkey Soup, Hot Cocoa, Coffee, Doughnuts, Cookies, Bars, Fried Dough, Funnel Cake

**10 Belfast Coop Café** — 123 High Street (near Beaver Street), Open until 9 pm

Sandwiches, Soups & Hot Food; Hot Chocolate, Teas, Desserts

  
 P.O. BOX 313 • Belfast, ME 04915  
 (207) 338-5870 • www.nybb.org • info@nybb.org

  
 DESIGN & ILLUSTRATION  
 Cindy Rogers  
 207-785-3755  
 luna@tidewater.net

**Request to use Facilities  
Belonging to the Citizens of the City of Belfast**

It is the general policy of the City of Belfast that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property, including all streets, roads, easements and rights of way. This is a planning checklist for your benefit as well as the City's. If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity. Approvals cannot be given to individuals or groups who are uncertain of their plans. Please attach maps, additional sheets, event outlines etc. that help to explain your request. If any of the following questions do **NOT** apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1. State your name and whom you represent?

Dorothy Havey Our Town Belfast,  
A Main St Community

2. What facilities would you like to use or what permissions are you seeking with respect to property owned by the Citizens of Belfast? Please be specific \_\_\_\_\_

Church Court Street for lighting of tree, caroling.

3. What dates and times do you wish to have this event? Friday Dec 2

5 to 6 pm

4. Will you want to put up banners or signs? (If so where and the dates the signs will be put up and taken down) 5 typical locations

"early Bird sale" 11/28 | 11 to 12 | 3 | 11

5. Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

Church Court Street, Friday Dec 2<sup>nd</sup> from 4:30 pm to  
6:30 pm.

6. Please describe this event in detail. If there is a schedule then attach it and explain it here.

Christmas tree lighting.  
caroling.

City of Belfast - Facilities Request Form

7. How many people do you expect? 100 to 200 depending on weather

8. Will you be charging admission to this event? no

9. Will you be selling things at this event? no

If so what? \_\_\_\_\_

10. Will any alcohol be served or consumed at this event? (If yes provide details) \_\_\_\_\_

no

11. Does this event call for any type of open fire- including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

no

12. Will you be renting spaces to vendors on City Property? no

13. Describe what type of vendor and the charges you propose to assess against them.

no

14. Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an "additional named insured party" to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event? yes

15. Who is your insurance agent that will provide proof of this coverage to the City?

IVE provider an insurance binder.

16. Noise: What kind of noise do you expect to generate at this event and during which specific periods of time?

christmas caroling, not past 6:30 pm.

17. How do you propose to handle garbage removal? \_\_\_\_\_

none is expected

City of Belfast - Facilities Request Form

18. How do you propose to handle parking? existing lots.

19. How do you propose to handle security? will speak with Chief of police.

20. How do you propose to handle the need for restrooms? City Hall +  
other public restrooms.

21. What is your plan/need for electricity or water? existing outlets.

22. Have you spoken to the neighbors in the area of this event and discussed, traffic, noise, parking etc with them?

will do press release  
about this annual event.

23. Who will be in charge of the event and what are their home and cell phone numbers, email addresses- where they can be reached before and during this event?

Dorothy Hawey 323 9100 dorothy@ourtownBelfast.org.

Mike Hurley 338 1975 mike@putit.com

What specific City services or assistance are you asking for? close street +  
put up banners.

**Department**

**Service Requested**

City Manager \_\_\_\_\_

Police \_\_\_\_\_

Fire/Ambulance \_\_\_\_\_

Parks \_\_\_\_\_

Public Works \_\_\_\_\_

Harbor \_\_\_\_\_

Planning (Maps) \_\_\_\_\_

Cable TV \_\_\_\_\_



CITY OF BELFAST, MAINE 04915

10-B

131 Church Street

**Robert (Bob) Richards**  
Public Works Director  
e-mail:publicworks@cityofbelfast.org

**Tel: (207) 338-2375**  
**Fax: (207) 338-6222**

Date: November 7, 2011

To: Joe Slocum, City Manager  
Mayor, and City Council

From: Bob Richards  
Public Works Director

Re: Loader backhoe Bids

We received five bids for an all-wheel drive loader backhoe for the Public Works Dept.

I would like to recommend that we accept the low bid of \$68,325.00 which includes a trade in of our 1992 Loader backhoe from **Nortrax Equipment**. This would be expended from account # 410-535 (purchase of equipment). This product meets the specification. This was an item that was budgeted for in the 2011 – 2012 budget.

Thank you,  
Bob Richards  
Public Works Director

*Bob Richards*

**Public Works Department  
Loader-Backhoe Bid Opening  
Thursday, October 27, 2011  
10:30 a.m.**

Present: Jennika Lundy, Admin. Assistant to City Manager; Denise Beckett, City Clerk;  
Alan Vigue, Southworth-Milton; Mike McHugh, Nortrax; Jesse Scott, Beauregard Equip.

The following five (5) bids were received:

**(Terex TLB840)**

**T & B Equipment & Rental**  
**892 Odlin Road**  
Bangor, Maine 04401  
Contact: Ralph Turner  
Tel: 207-949-1533

**New equipment price: \$86,876.00**  
Trade in allowance: -15,000.00  
**Purchase price: \$71,876.00**

**(420E/420E IT)**

**Southworth-Milton, Inc.**  
79 Robertson Blvd  
Brewer, ME 04412  
Contact: Alan Vigue  
Tel: 207-989-1890

**New equipment price: \$88,000.00**  
Trade in allowance: -17,000.00  
**Purchase price: \$71,000.00**

**(2012 John Deere 310SJ)**

**Nortrax**  
34 Page Road  
West Hermon, ME 04401  
Contact: Mike McHugh

**New equipment price: \$79,325.00**  
Trade in allowance: -11,000.00  
**Purchase price: \$68,325.00**

**(2011 Case 580 SN tier 3)**

**Beauregard Equipment**  
59 Contractor Drive  
Hermon, ME 04401  
Contact: Jesse Scott

**New equipment price: \$83,811.00**  
Trade in allowance: -12,375.00  
**Purchase price: \$71,436.00**

**(2012 Case 580 SN tier 4a)**

**Beauregard Equipment**  
59 Contractor Drive  
Hermon, ME 04401  
Contact: Jesse Scott

**New equipment price: \$90,374.00**  
Trade in allowance: -12,375.00  
**Purchase price: \$77,999.00**

Attest: Denise M. Beckett  
Denise M. Beckett, City Clerk

November 1, 2011

Memo to Joseph Slocum, City Manager  
From: Katherine Messier-Pickering, Harbor Master

re: Council Agenda November 15, 2011

- Discussion and adoption of 2012 Harbor Usage Fees
- Discussion and adoption of 2012 Charter Vessel Contracts and fees

The Harbor Committee at our last regular meeting on October 19, 2011, reviewed the Harbor Usage Fees, Thompson's Wharf slip fees, and the Charter Vessel contracts for 2012.

### **HARBOR USAGE FEES/THOMPSON'S WHARF:**

The Harbor Committee voted 5-0 to recommend not raising either the Harbor Usage Fees or the slip fees at Thompson's Wharf for 2012 after reviewing our total receipts for the harbor and discussing what various other harbors charge.

Although our rates in some areas are lower at the City Landing (see Harbor Usage Fees 2012 review) it was felt keeping them lower continues to bring more boaters to Belfast, and with the economy still unstable, allows more affordability especially for Belfast residents

The slip fees at Thompson's Wharf were discussed and compared to the other Belfast businesses that have seasonal slips: John Holmes, Belfast Boatyard, and Front St. Shipyard. Everyone charges differently: by the foot, boat length, or size of float, so it is difficult to make a direct comparison, but on average our rates are a bit lower. One point I did make to the Committee was the 'seasonal' or long term slips at Thompson's Wharf might be regarded a bit differently than the 'transient' or short term slips at the City Landing in that the City Landing is a public facility that serves the community, where Thompson's Wharf, aside from the charter vessels, may compete more for the same type of 'seasonal' slip rentals our marine businesses in Belfast depend on, especially now that the Shipyard provides more slips for rent. However, where Thompson's Wharf only has ten seasonal slips this may not be a big issue, just something to keep in mind.

### **CHARTER VESSEL CONTRACTS**

In reviewing the charter vessel contracts the Committee had only one recommendation: to be sure to include any utilities or trash fees that may be incurred. The Council sets the slip fees for these contracts. Currently we charge \$40/ft./season for the Overnight contract, which allows a permanent slip space, and \$100/season for the Occasional Use contract, which allows only loading and unloading passengers at the dock, with the season being five months: May 15<sup>th</sup> – October 15<sup>th</sup>. Rockland's charter vessel contracts are the most similar to ours and currently run \$45./ft/season.

The same vessels that chartered last year with us have requested contracts for 2012 with the exception of Water Walker Sea Kayaks, and pay the following current rates (\$45/ft. also shown):

'Patience'	72' m/v	149 passenger	Overnight	\$ 2,880.00	(\$ 3,240.00)
'Amity'	38' s/v	6 passenger	Overnight	1,520.00	(\$ 1,710.00)
'Wanderbird'	90' m/v	12 passenger	pro-rated @ \$40/ft/season		
'Windhorse'	38' m/v	6 passenger	Overnight	1,520.00	(\$ 1,710.00)
'Miss Nina'	61' m/v	6 passenger	Occasional Use	100.00	
'Captain Kath'	20' m/v	6 passenger	Occasional Use	100.00	

Because of the lack of dock space, at this time it would be difficult to allow any more Overnight contracts. If more space does become available, 'Miss Nina' is interested in an Overnight contract with the City, as well as a couple of other individuals who have interest in running potential charters.

CITY OF BELFAST HARBOR - Estimated Fiscal Year Receipts for City Landing Oct 2011 From Harbor Records

	7/1/2001 - 6/30/2002	7/1/2002 - 6/30/2003	7/1/2003 - 6/30/2004	7/1/2004 - 6/30/2005	7/1/2005 - 6/30/2006	7/1/2006 - 6/30/2007	7/1/2007 - 6/30/2008	7/1/2008 - 6/30/2009	7/1/2009 - 6/30/2010	7/1/2010 - 6/30/2011	7/1/2011 - as of 10/15/2011
Gasoline - apprx net - gallons	\$ 3,432	\$ 4,075	\$ 3,750	\$ 5,000	\$ 4,150	\$ 7,175	\$ 6,109	\$ 3,562	\$ 4,912	\$ 3,902	\$ 4,231
Diesel - apprx net - gallons	\$ 22,877	\$ 27,168	\$ 19,727	\$ 23,479	\$ 17,190	\$ 17,500	\$ 15,274	\$ 8,905	\$ 12,926	\$ 9,756	\$ 10,577
Ice	\$ 2,960	\$ 3,379	\$ 4,493	\$ 4,400	\$ 5,084	\$ 6,417	\$ 6,954	\$ 5,797	\$ 6,041	\$ 7,156	\$ 5,318
Launch - Reg./Comm	\$ 19,736	\$ 22,525	\$ 26,432	\$ 21,861	\$ 25,420	\$ 19,446	\$ 17,384	\$ 14,492	\$ 15,897	\$ 17,889	\$ 13,295
Launch - Season	\$ 650	\$ 1,199	\$ 1,279	\$ 1,200	\$ 1,400	\$ 1,405	\$ 1,229	\$ 1,227	\$ 1,245	\$ 1,355	\$ 1,163
Mooring Rent	\$ 568	\$ 537	\$ 406	\$ 632	\$ 649	\$ 575	\$ 483	\$ 373	\$ 252	\$ 309	\$ 372
Dockage	\$ 460	\$ 480	\$ 520	\$ 520	\$ 340	\$ 400	\$ 320	\$ 400	\$ 500	\$ 300	\$ 200
Shore Power	\$ 3,600	\$ 4,395	\$ 6,373	\$ 5,585	\$ 6,345	\$ 6,700	\$ 8,486	\$ 9,076	\$ 7,790	\$ 9,431	\$ 10,355
Misc.	\$ 20,613	\$ 24,338	\$ 28,300	\$ 30,955	\$ 37,836	\$ 42,818	\$ 33,988	\$ 37,581	\$ 28,721	\$ 41,350	\$ 34,886
Pump-Out	\$ 1,410	\$ 1,062	\$ 1,250	\$ 1,482	\$ 1,420	\$ 1,395	\$ 1,336	\$ 1,432	\$ 939	\$ 999	\$ 1,074
Showers	\$ 890	\$ 226	\$ 361	\$ 330	\$ 303	\$ 235	\$ 620	\$ 535	\$ 138	\$ 260	\$ 351
Soda Machine	\$ 235	\$ 370	\$ 365	\$ 320	\$ 310	\$ 455	\$ 395	\$ 430	\$ 505	\$ 475	\$ 400
Mooring Permits	\$ 74	\$ 98	\$ 72	\$ 52	\$ 52	\$ 158	\$ 258	\$ 174	\$ 191	\$ 182	\$ 86
Dinghy Tie-up	\$ 420	\$ 342	\$ 268	\$ 311	\$ 270	\$ 305	\$ 188	\$ -	\$ -	\$ -	\$ -
Late Fees	\$ 12,900	\$ 13,450	\$ 14,000	\$ 15,120	\$ 17,580	\$ 17,820	\$ 17,280	\$ 16,740	\$ 16,140	\$ 17,940	\$ -
Move in List	\$ 4,560	\$ 4,985	\$ 5,640	\$ 5,020	\$ 6,620	\$ 5,280	\$ 6,910	\$ 6,025	\$ 5,600	\$ 7,250	\$ -
Dinghy Pump-Out	\$ 400	\$ 470	\$ 725	\$ 650	\$ 1,000	\$ 1,025	\$ 1,150	\$ 1,125	\$ 1,225	\$ 1,050	\$ -
Harvey Schiller	\$ 185	\$ 255	\$ 285	\$ 295	\$ 350	\$ 315	\$ 345	\$ 330	\$ 345	\$ 345	\$ -
Water Walker Kayaks	\$ 100	\$ 150	\$ 200	\$ 200	\$ 400	\$ 200	\$ 200	\$ 250	\$ 150	\$ 150	\$ -
Little River Charters	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Northport Marine	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ 250	\$ -
Misc. Dockage:											
Gafia/Viva	\$ 1,693	\$ 1,792	\$ 2,450	\$ 200	\$ 318	\$ 100	\$ 227	\$ -	\$ -	\$ -	\$ -
Good Return/Patience	\$ 563	\$ 3,720	\$ 2,518	Thom Wharf							
Amity		\$ 113	\$ 803	\$ 2,332	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440	\$ 1,440
Kathryn B			\$ 1,397	\$ 861	\$ 772	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wanderbird Landing				\$ 2,880	\$ 3,230	\$ 982	\$ 1,002	\$ 678	\$ 959	\$ 771	\$ -
American Cruise Lines					\$ 3,840	\$ 3,840	\$ 9,540	\$ 9,799	\$ 9,079	\$ 10,215	\$ 8,032
Blount Cruise Lines					\$ 1,552	\$ 1,750	\$ 1,656	\$ 1,656	\$ 1,656	\$ 806	\$ 414
Grace Bailey/Merc		\$ 1,920		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Net</b>	<b>\$ 57,097</b>	<b>\$ 67,016</b>	<b>\$ 75,135</b>	<b>\$ 77,865</b>	<b>\$ 91,101</b>	<b>\$ 101,140</b>	<b>\$ 100,566</b>	<b>\$ 99,080</b>	<b>\$ 88,078</b>	<b>\$ 105,936</b>	<b>\$ -</b>
Cruise Ship Trash:				\$ 100	\$ 430	\$ 750	\$ 2,250	\$ 2,705	\$ 3,020	\$ 4,707	\$ 6,120
Boat Excise Tax	\$ 9,675	\$ 9,989		\$ 11,512	\$ 11,317						

ACCOUNT BALANCES:

	11/17/2009	12/14/2010	11/15/2011
Thompson's Wharf Reserve:	\$97,913	\$99,846	\$100,868
Thompson's Wharf:	\$64,997	\$66,289	\$67,023
Heritage Park:	\$52,286		\$70,888
Harbor Capital Reserve:			
Enk Fund:	176,836	186,920	201,051
Gas:	45,583	45,299	56,683
Diesel:	22,088	26,730	42,208

10-G

November 10, 2011

TO: Joe

FROM: Suesan  
General Assistance

RE: LIHEAP Summary  
TANF eligibility effective Jan 2012

Attached please find a brief summary regarding LIHEAP assistance for the winter season 2011-2012.

I have also included the new TANF eligibility rules that Governor LePage passed in the July 2011 through June 2012 budget, which become effective Jan 2012.

Both of which will have a tremendous impact on General Assistance.

  
Suesan

## LIHEAP OIL ASSISTANCE SUMMARY

- Oil is \$1.00 more per gallon this year than last year
- LIHEAP will be cut by 2/3...last year there was \$55.6 million and this year we will only be receiving \$23 million
- The Federal gov't is operating under a continuing resolution rather than a budget which would have funded programs at the start of the Federal fiscal year Oct 1st.
- Two budget bills are under consideration. One bill through the Senate for \$45.7 million in LIHEAP funding to the State of Maine with more funds for cold-weather states and a House bill at \$33.9 million which does not include funds for a cold weather state. Maine Housing Executive Dale McCormick supports the Senate bill.
- Maine State Housing decides how LIHEAP receives their assistance by a formula based on income and usage. They know statewide how much usage and the history for all the years. At the end of November is when the monies will be released.
- Per LIHEAP assistance amounts will vary from \$120 to \$300 per family/per season and unless there is another allotment than that will be it for the year. Last year they were awarded a 2nd allotment of \$23 million for the eligible families. They do not anticipate any more allotments for this winter season.
- In 2010 Maine low income households approximately received an average of \$553 in fuel assistance for the winter months.
- Maine Housing Director Dale McCormick said approximately 64 thousand households were assisted with fuel assistance through LIHEAP in 2010.
- LIHEAP has no emergency assistance funds themselves as they have no funds what so ever. KEEP ME WARM Program through LIHEAP is not available as there are no funds.
- JOE FOR OIL is not taking applications-still trying to reach someone to find out if and when that will be changing.
- Belfast United Methodist Church is through the Interfaith Fuel Fund is where anyone who has been given a denial from General Assistance is referred to. When I started working here in Feb 2010 I received a call stating there was approximately \$17 thousand in their oil assistance fund but most of those funds have been used.

## **TANF/ASPIRE:**

Is a program that helps TANF recipients find employment that will pay enough to make it possible for them to get off welfare. It is also temporary help for children and their parents while the family works toward becoming self-supporting.

Prior to this year the State of Maine had no requirements on how long a family could stay on TANF/ASPIRE.

Effective January 1st, 2012, a family may not receive TANF assistance for longer than 60 months (except in which the department has determined that the family qualifies for an exemption or extension under rules adopted by the department.)

Listed below are some of the conditions or situations that may be considered for an extension:

- A.) a physical or mental condition that prevents the adult from obtaining or retaining gainful employment
- B.) being a victim of domestic violence.
- C.) participating in good standing in an approved education program
- D.) a program that is expected to help with employment
- E.) being the caretaker relative in the household who is not the parent of the child or children in the assistance unit
- F.) is required to remain home to care for a dependent in the assistance unit
- G.) loss of employment by the adult following the termination of TANF under this subsection.

### **Predetermination notice process:**

No later than 120 days prior to the end of a family's 60th month of receiving assistance, the department shall offer the adult recipient an opportunity to hold a meeting to review the family's case and explain the exemption and extension to the family and determine if any of the criteria above applies to the family.

The Parks & Recreation:  
Code of Ordinances  
Article III-PARK RULES AND REGULATIONS  
First Reading November 1, 2011  
Second Reading Scheduled for November 15, 2011  
Addition of Sportsmen's Park

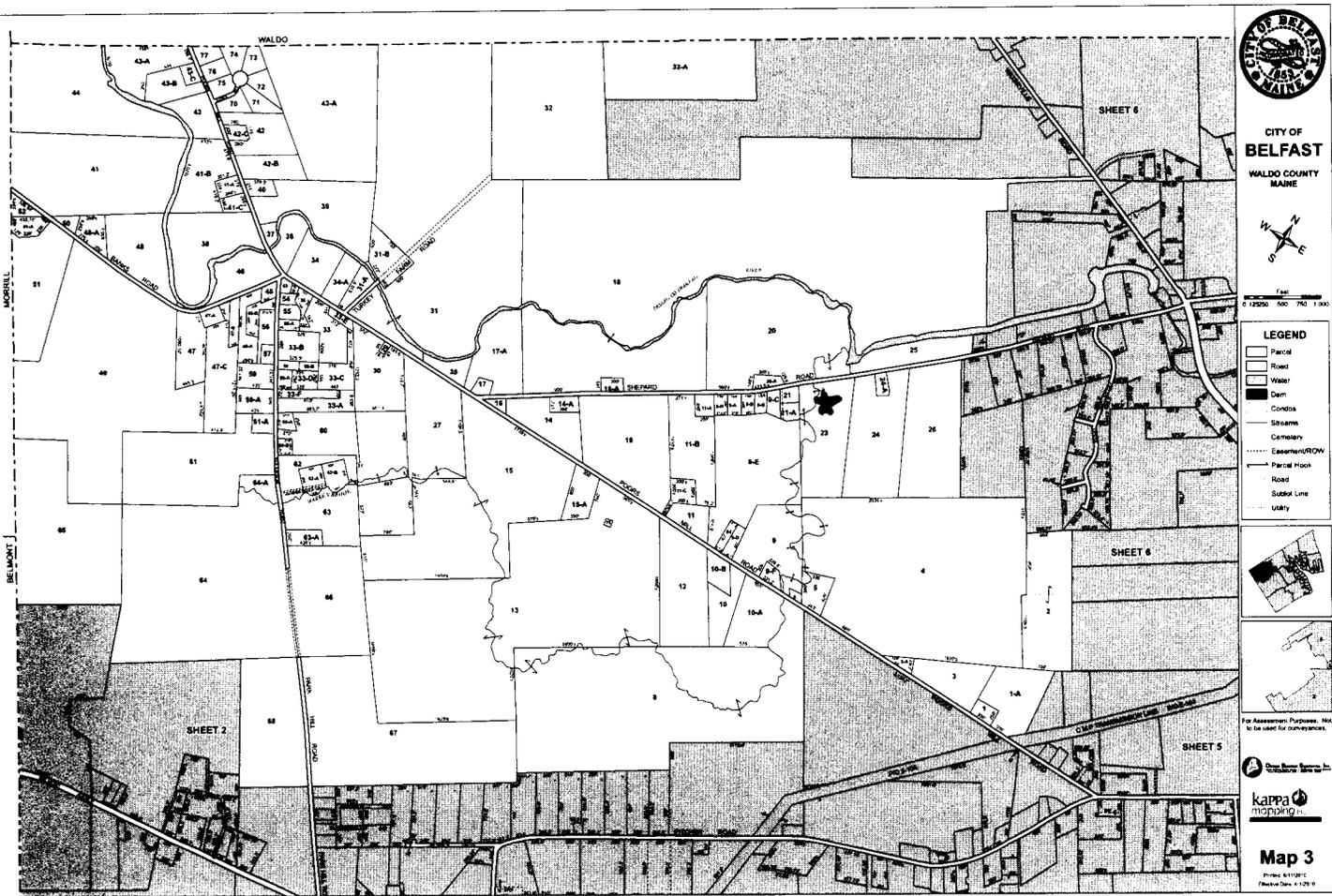
**Sec. 38-72. – Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Parks and park areas* mean the areas of the city specifically set aside for the common use of its citizens for the purpose of recreation and enjoyment. They shall include the Belfast City Park, Belfast Common, Steamboat Landing, Heritage Park, Wales Park, Kirby Lake and its environs, Eleanor Crawford Park, and the so-called Mini Park in East Belfast, \*Walsh Fields, City Ski Area, and \*\***Sportsmen's Park** and all range-ways.

\*Amendment on May 19, 2009 to add Walsh Fields and City Ski Area to the list of City Parks.

\*\*Proposed amendment on November 15<sup>th</sup> to add Sportsmen's Park to the list of City Parks.

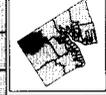


CITY OF  
**BELFAST**  
WALDO COUNTY  
MAINE



Feet  
0 12500 500 1750 3000

- LEGEND**
- Parcel
  - Road
  - Water
  - Dam
  - Condo
  - Streams
  - Cemetery
  - Easement/ROW
  - Parcel Hook
  - Road
  - Sublot Line
  - Utility



For Assessment Purposes, Not  
to be used for other purposes.



**Map 3**  
Printed: 4/11/10  
Revised Date: 4/12/10

**MAP 3 LOT 23**

# AGENDA TOPIC 10.I

TO: MAYOR & CITY COUNCIL  
FROM: WAYNE MARSHALL, CITY PLANNER  
DATE: NOVEMBER 10, 2011  
RE: FIREWORKS

At the Council meeting of November 1<sup>st</sup> I requested direction from the Council regarding how you would like to approach the potential sale and possession of fireworks in Belfast. The Council tabled action on a motion to prepare an Ordinance to ban the sale and use of fireworks until staff could provide background statistics regarding the amount of injuries and property damage associated with the use of consumer fireworks. In a November 2<sup>nd</sup> email to all Councilors I provided you copies of several reports prepared by national organizations. I have included the summary of these reports with this memorandum.

I am returning to the Council and I am again seeking direction regarding how you would like to address the sale and use of fireworks. If you provide direction at this meeting I could prepare language for a First Reading Ordinance for the Council meeting of December 6, with the Second Reading and Public Hearing to occur at your meeting of December 20. This schedule would allow the Council to act prior to the January 1<sup>st</sup> time period identified in State law for when the local sale and use of fireworks could occur.

As noted in my past memorandums to the Council, the Council could take any number of actions regarding this issue:

- 1) Allow the sale and use of fireworks. The Council should define which zoning districts the sale of fireworks could occur.
- 2) Allow the use of fireworks, but prohibit the sale.
- 3) Regulate when the use of fireworks could occur and where such could occur. For example, only on certain days of the year and during certain hours, or only in certain areas, such as on your own property, and not within the bypass.
- 4) Prohibit the sale and use of fireworks.

The new State law provides municipalities these options, but it does not allow a municipality to ban the possession of fireworks.

I previously provided you copies of the new State law that takes effect on January 1<sup>st</sup>, copies of Ordinances adopted by other Maine municipalities, information from Maine Municipal Association and newspaper articles on the sale and use of fireworks. I also noted at the last

Council meeting that Jim Richards, Fire Chief, would prefer to ban the sale and use of fireworks in Belfast because of public safety issues associated with consumer fireworks. Chief Richards will not be able to attend this meeting.

I will do my best to answer any questions at the Council meeting.

Topical Fire Research Series: The Dangers of Fireworks

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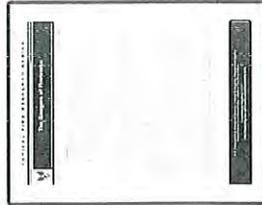
Search the document.

U.S. Fire Administration / National Fire Data Center  
The Dangers of Fireworks

U.S. Fire Administration / National Fire Data Center



1



2

# The Dangers of Fireworks

Topical Fire Research Series, Volume 5 – Issue 4

June 2005



Homeland Security



## **Abstract**

In 2009, 8,800 fireworks-related injuries were treated in U.S. hospital emergency rooms. The trend in fireworks-related injuries has been mostly in the range of 8,300 to 9,800 since 1996, except for spikes in 2000, primarily due to celebrations around the advent of a new millennium, and in 2004, and a sharp drop in 2008. The highest injury rates were for children aged 10 to 14. In 2009, an estimated 18,000 reported fires were started by fireworks. These fires resulted in no reported civilian deaths, 30 civilian injuries and \$38 million in direct property damage. In 2009, five out of six (84%) emergency room fireworks injuries involved fireworks that Federal regulations permit consumers to use. The risk of fire death relative to exposure shows fireworks to be more risky per hour of use than cigarettes.

Keywords: Fireworks, sparkler, fire statistics, NFIRS, NEISS

## **Acknowledgements**

The National Fire Protection Association thanks all the fire departments and state fire authorities who participate in the National Fire Incident Reporting System (NFIRS) and the annual NFPA fire experience survey. These firefighters are the original sources of the detailed data that make this analysis possible. Their contributions allow us to estimate the size of the fire problem.

We are also grateful to the U.S. Fire Administration for its work in developing, coordinating, and maintaining NFIRS. And we appreciate the important work done by the U.S. Consumer Product Safety Commission to develop, maintain, and support analysis of the National Electronic Injury Surveillance System (NEISS) and the National Center for Health Statistics and the National Safety Council for maintenance and analysis of the U.S. death certificate data base.

For more information about the National Fire Protection Association, visit [www.nfpa.org](http://www.nfpa.org) or call 617-770-3000. To learn more about the One-Stop Data Shop go to [www.nfpa.org/osds](http://www.nfpa.org/osds) or call 617-984-7443.

Copies of this report are available from:

National Fire Protection Association  
One-Stop Data Shop  
1 Batterymarch Park  
Quincy, MA 02169-7471  
[www.nfpa.org](http://www.nfpa.org)  
email: [osds@nfpa.org](mailto:osds@nfpa.org)  
phone: 617-984-7443

NFPA No. PSS18  
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## 2010 Fireworks Annual Report

### Fireworks-Related Deaths, Emergency Department-Treated Injuries, And Enforcement Activities During 2010

June 2011

Yongling Tu  
Division of Hazard Analysis  
Directorate for Epidemiology  
U.S. Consumer Product Safety Commission

Demar V. Granados  
Office of Compliance and Field Operations  
U.S. Consumer Product Safety Commission

*This analysis was prepared by CPSC staff. It has not been reviewed or approved by, and may not necessarily reflect the views of, the Commission.*

CPSA 60)(1) CLEARED for PUBLIC  
 NO MFRS/PRVT LBRS OR  
PRODUCTS IDENTIFIED 6/20/11  
— EXCEPTED BY: PETITION  
RULEMAKING ADMIN. PRCDG  
— WITH PORTIONS REMOVED: \_\_\_\_\_

## Executive Summary

This report provides the results of the U.S. Consumer Product Safety Commission (CPSC) staff analysis of data on nonoccupational, fireworks-related deaths and injuries during 2010. The report also includes a summary of CPSC staff enforcement activities during 2010.

Staff obtained information on fireworks-related deaths from news clippings and other sources in the CPSC's Injury and Potential Injury Incident (IPII) database and the CPSC's Death Certificate File. Staff estimated fireworks-related injuries from the CPSC's National Electronic Injury Surveillance System (NEISS). More detailed analyses of injuries, including the type of injury, the fireworks involved, and the characteristics of the victim were based on a special study conducted by CPSC staff between June 18, 2010 and July 18, 2010. About 73 percent of the annual fireworks-related injuries for 2010 occurred during that period.

Highlights of the report are as follows:

- CPSC staff received reports of three fireworks-related deaths during 2010. In the first incident, a 22-year-old male died after he fell from a cliff when he detonated unspecified fireworks. In the second incident, a 49-year-old male perished when the fireworks he made illegally in his garage exploded. In the third incident, a 55-year-old male died in a house explosion caused by teenagers' mischievous use of Roman candles. CPSC staff has reports of two fireworks-related deaths in 2009. Reporting is not complete for either year, and the actual number of deaths may be higher.
- Fireworks were involved in an estimated 8,600 injuries treated in U.S. hospital emergency departments during calendar year 2010 (95 percent confidence interval 6,600–10,700). CPSC staff estimated that there were 8,800 fireworks-related injuries during 2009. The difference is not statistically significant.
- There is not a statistically significant trend in estimated emergency department-treated injuries from 1996, when estimated injuries were the lowest (7,300), to 2010.
- An estimated 6,300 fireworks-related injuries (or 73 percent of the total fireworks-related injuries) were treated in U.S. hospital emergency departments during the 1-month special study period between June 18, 2010 and July 18, 2010 (95 percent confidence interval 4,500–8,100). CPSC staff estimated that there were 5,900 fireworks-related injuries during the 2009 special study period.

Results from the special study include the following:

- Of the fireworks-related injuries sustained, 65 percent were to males, and 35 percent were to females.

- Injuries to children were a major component of total fireworks-related injuries, with children under 15 years of age accounting for approximately 40 percent of the estimated injuries. Fifty-three percent of the estimated emergency department-treated, fireworks-related injuries were individuals younger than 20 years of age.
- There were an estimated 900 injuries associated with firecrackers. Of these, an estimated 30 percent were associated with small firecrackers, 17 percent with illegal firecrackers, and 53 percent with unspecified firecrackers.
- There were an estimated 1,200 injuries associated with sparklers and 400 with bottle rockets.
- The parts of the body most often injured were hands and fingers (estimated 30 percent); legs (estimated 22 percent); eyes (estimated 21 percent); and head, face, and ears (estimated 16 percent).
- More than half of the injuries were burns. Burns were the most common injury to all parts of the body except the eyes, where contusions, lacerations, and foreign bodies in the eyes occurred more frequently.
- Most patients were treated at the emergency department and then released. An estimated 7 percent of patients were treated and transferred to another hospital or admitted to the hospital.

CPSC staff conducted telephone follow-up investigations of some fireworks-related injuries reported at NEISS hospital emergency departments during the special study period. Many of these cases were selected for follow-up because they involved potentially serious injuries and/or hospital admissions. Cases were also selected to clarify information in the hospital record about the incident scenario or fireworks type. Thirty-five telephone interviews were completed. After review, one of these incidents was determined to be out of scope because fireworks were not involved.

A review of data from telephone follow-up investigations of the 34 in-scope incidents showed that most injuries were associated with malfunctioning or misused fireworks. Typical malfunctions included fireworks exploding earlier or later than expected, errant flight paths, and the launching tubes of aerial shells tipping over. Misuse included fireworks set improperly or lit too close to other fireworks, and mischief. According to the investigations, most victims recovered from their injuries or were expected to recover completely; however, several victims reported that their injuries might be long term.

During 2010, CPSC's Office of Compliance and Field Operations continued to work closely with other federal agencies to conduct surveillance on imported fireworks

and enforce the provisions of the Federal Hazardous Substances Act (FHSA). Examples of these activities are as follows:

- CPSC established permanent staffing at the Import Safety Commercial Targeting and Analysis Center (CTAC) in Washington, D.C., and is working in cooperation with the Bureau of Customs and Border Protection (CBP) to implement new enforcement measures. In 2010, CPSC staff began implementing new procedures for identifying and selecting fireworks entries for examination and sampling and, with assistance from CBP, selectively sampled and tested numerous shipments of fireworks to determine if they were in compliance with the FHSA. From the pool of shipments targeted, approximately 43 percent contained noncompliant fireworks. CPSC staff requested corrective action on these noncompliant fireworks, and in most cases, firms destroyed the noncompliant fireworks voluntarily. Also, in June 2010, CPSC announced the recall of a violative fireworks device that had been sold to consumers.
- CPSC staff worked with other federal agencies, including the Bureau of Alcohol, Tobacco, Firearms and Explosives, the Department of Justice's Office of Consumer Litigation, as well as state and local law enforcement agencies. Staff provided legal, field, and technical support in cases involving the distribution of illegal explosive devices and the illegal diversion of professional fireworks to consumers.

Recognizing the global economy, CPSC staff continues to work with our counterpart in China, the General Administration for Quality Supervision, Inspection and Quarantine (AQSIQ). AQSIQ and CPSC established four working groups on consumer products, one of which focuses on fireworks. According to 2010 statistics from the U.S. International Trade Commission, China manufactures more than 98 percent of all fireworks imported into the United States.

## **1. Introduction**

This report describes injuries and deaths associated with fireworks during 2010. The report also describes CPSC staff enforcement activities for 2010. Reports for earlier years in this series can be found on the Internet at [www.cpsc.gov/library/data.html](http://www.cpsc.gov/library/data.html)

This report is organized into seven sections. Section 1 contains a description of the data and statistical methods used in this analysis. Section 2 summarizes fireworks incidents resulting in deaths. Section 3 provides an annual estimate of fireworks-related, emergency department-treated injuries for the United States in 2010, and compares that estimate with those for previous years. Section 4 analyzes emergency department-treated, fireworks-related injuries occurring during the month around the 4<sup>th</sup> of July. Section 5 summarizes the in-depth telephone investigations of a subsample of the injuries during that period. Section 6 describes enforcement activities of the CPSC's Office of Compliance and Field Operations during 2010. The main body of the report concludes

# **FIREWORKS**

**John R. Hall, Jr.**

**June 2011**



**National Fire Protection Association  
Fire Analysis and Research Division**

## Executive Summary

In 2009, 8,800 fireworks-related injuries were treated in U.S. hospital emergency rooms. The trend in fireworks-related injuries has been mostly in the range of 8,300 to 9,800 since 1996, except for spikes in 2000, primarily due to celebrations around the advent of a new millennium, and in 2004, and a sharp drop in 2008. Injuries were higher in 1984-1995 than in 1996 and later years.

In 2009, an estimated 18,000 reported fires were started by fireworks. These fires resulted in no reported civilian deaths, 30 civilian injuries and \$38 million in direct property damage.

During 2005-2009, the largest numbers of outdoor fires associated with fireworks involved grass fires (9,400 per year), brush fires (6,000), dumpster fires (2,200), unclassified or unknown-type natural vegetation fires (1,700), and outside trash, rubbish, or waste fires (1,500).

In 2005-2009, three people per year were killed in fires started by fireworks, while six people per year were killed

directly by fireworks. These estimates may overlap, because fireworks can directly kill someone while also starting a fatal fire.

Two of five (39%) victims of fireworks injuries in 2009 were under age 15. The highest rates of injuries per million population were for children aged 10 to 14. Males accounted for nearly three-fourths (73%) of fireworks injuries.

The majority (53%) of 2009 fireworks injuries were to extremities – hand or finger (32%), leg (12%), and arm, shoulder, or wrist (9%). Most of the rest (42% of total) were to parts of the head, including the eye (27% of total).

In 2009, five out of six (84%) emergency room fireworks injuries involved fireworks that Federal regulations permit consumers to use.

The risk of fire death relative to exposure shows fireworks to be more risky per hour of usage than cigarettes.

# AGENDA TOPIC 10.J.

TO: MAYOR & CITY COUNCIL

FROM: WAYNE MARSHALL, CITY PLANNER

DATE: NOVEMBER 10, 2011

RE: POTENTIAL APPLICATION – COASTAL PROGRAM COMPETITIVE GRANT --- RAILS-TO-TRAILS PROJECT

## **REQUEST FOR COUNCIL DIRECTION**

The State Planning Office has recently announced the opportunity for Maine communities to apply for Coastal Program Competitive Grant funds. I am recommending that the Council approve the City submitting an application to pursue funds to prepare a concept plan for the proposed rails-to-trails project from the Armistice Bridge to the Waldo town line that would be located within the existing rail corridor. I have discussed this potential project with Elizabeth Hertz, State Planning Office, and she believes the project I outlined is consistent with the State guidelines and that it would be an eligible activity.

If the Council supports this recommendation I would like the Council to adopt a motion to approve the City applying for Coastal Competitive Grant funds to prepare a concept plan for the rails-to-trails project.

## **BACKGROUND INFORMATION**

The Council is currently acting to secure additional rights to the existing Belfast and Moosehead Lake Railroad line that the City purchased from the Memorial Bridge to the Waldo town line for the purposes of constructing a pedestrian and bicycle trail. I believe it would be in the City's best long-term interests to undertake an initial planning process for this project and to obtain more detailed topographic information about the land the City has purchased.

The State Planning Office recently announced the potential availability of Coastal Competitive Grant funds; reference attached grant information. I have discussed with Elizabeth Hertz, State Planning Office, the potential of the City applying for such funds to prepare a concept plan for the pedestrian and bicycle path that the Council ultimately wants to construct along the rail line. I have attached my email to Ms. Hertz which outlines my proposed approach.

I believe the concept plan may cost around \$35,000, which is within the \$50,000 maximum grant award. Ms. Hertz also has confirmed that the City could use the funds it will pay to purchase

additional access rights as a potential project match. If the Council chooses to pursue this project, I would like James Francamano, the new Assistant Planner, to serve as the project manager. I would assume the responsibility to prepare the grant which is due by December 7<sup>th</sup>. I believe preparing the grant would require about 12 hours of my time. I would ask James to assist me to prepare the grant.

If funds are received we could begin the project in earnest in the late spring after we fly new aerial photography which will provide engineering accurate information for the length of the line. The Council may want to consider if you want a 'special' Committee to serve as the focal point for this project, but I believe the Council may be in the best position to serve in this capacity.

My email to Ms. Hertz and her brief response follows. I would be happy to answer any questions.

### **NOVEMBER 1<sup>ST</sup> MARSHALL EMAIL TO ELIZABETH HERTZ**

Dear Ms. Hertz

I have reviewed grant program information the State Planning Office released for the Maine Coastal Competitive Grant Program. The City of Belfast has taken many initiatives to retain and expand coastal access. I note the following projects:

1. In 2006 the City renovated the Armistice Bridge (Belfast Footbridge) that spans the Passagassawakeag River at a cost of \$3.7 million (\$2.7 million in City funds and \$1 mil in grant funds);
2. The City is presently working to design and construct the Belfast Harbor Walk, a multi-modal path that will provide pedestrian and bicycle access along Belfast's working waterfront and which will incorporate use of the Armistice Bridge. The City was recently awarded a \$400,000 CFMF grant for this project and previously was awarded a \$150,000 CDBG grant, a \$250,000 MDOT and allocated \$240,000 in City funds for this project. Just yesterday, we submitted a TIGER III grant to try and obtain additional funding for this project. I have attached a map that identifies the location of the Harbor Walk project.
3. In the mid-1990's the City conducted an assessment of its publicly owned rangeways. In 2009 - 2011, the City prepared a follow-up report to this assessment, installed permanent monumentation for the rangeways, and it is now making decisions regarding the type of improvements which can be constructed at the respective rangeways. I have attached a copy of the 2010 report.
4. The City Council, in 2009, appropriated \$200,000 in City funds to purchase ownership of about 3.5 miles of railroad track owned by the Belfast and Moosehead Lake Railroad that runs from the Memorial Bridge (Route 1 Bridge) to the Belfast - Waldo municipal boundary. Further, the City has hired an appraiser to determine the cost for the City to purchase specific rights to allow a public recreational trail within the bounds of the railroad right-of-way and the City is now proceeding to purchase said rights from all

property owners. It is this last project which I would like to ask about and if you believe the project I am proposing could qualify for funding through the Coastal Competitive Grant Program. I also have attached an overall map that identifies the location of the rail right-of-way that the City has purchased.

The proposed project involves preparing a concept plan for the layout of a public recreational trail within the bounds of the right-of-way the City has purchased from the Belfast and Moosehead Lake Railroad. Nearly all of this trail borders the Passagassawakeag ("Passy") River and the City owned right-of-way terminates near the Wescott Stream that empties into the Passy. The upper reaches of the Passy offer good opportunities for recreational fishing, the area near the bridge at Head of the Tide is used to fish alewives, and Coastalm Maine Land Trust managed lands would be accessible from this recreational path. Construction of a trail in this area, however, involves many challenges because of the topography of the right-of-way (typically 100' in width). The City's efforts to develop a recreational trail in this area would benefit greatly from preparing a concept study of the trail.

I would propose to use these Coastal monies to do the following:

1. Conduct aerial photography of the railroad right-of-way that can be used to prepare an engineering accuracy map, including 1' contours (early spring 2012). This photography would be digitized to a CAD and ArcView base so it is usable to prepare a concept plan.
2. Use professional engineering and landscape architect services to identify a conceptual layout of the trail, including the width of the trail, potential types of materials, identify public access points to the trail, and identify major constraints in lay-out and construction of the trail. An example of a significant constraint is the existing railroad bridge that crosses the Passy at the Head of the Tide. Also, although the right-of-way is quite wide, the steepness of the area could make it difficult to locate both a trail and railroad tracks. I note that the City has entered into a short-term agreement with the Brooks Historic Preservation Society to allow them to operate a seasonal excursion train.
3. Identify potential methods to link the Belfast Harbor Walk with the rails -to - trails project that do not involve the use of waterfront land owned by Penobscot McCrum processing plant. This area is about 800' - 1,000' in length and could involve constructing a trail along River Avenue and crossing over land owned by MDOT for the Memorial Bridge.
4. The net result would be a concept plan that would identify where and how a multi-modal path could be constructed, public access points that could be used for uses such as fishing and perhaps kayaking, very rough cost parameters for project construction, and potential grant sources which the City could pursue to construct the project.
5. Project also would involve several public meetings at which public comment would be solicited.

This project could be completed within the 18 month time period envisioned. We couldn't conduct the aerial photography until early May at the earliest, but the remainder of the work could be completed within a period of 8 - 10 months.

I believe the project cost would approach \$35,000. Also --- could the City potentially use the \$45,000+ dollars it likely will be spending within the next 4 - 6 months to purchase confirmatory easement rights for the trail as its matching funds?

I would appreciate your opinion on if you believe the type of project I have described would comply with the intent of the grant program, and if the potential source of match funds I have identified would be workable. Any direction you can provide would be very helpful.

### **ELIZABETH HERTZ RESPONSE TO MARSHALL**

Hi Wayne,

So sorry that I didn't get to you earlier this week. The project that you propose below appears to be in line with the criteria of this grant program. Any additional questions, do not hesitate to call or email me

Liz

*Elizabeth Hertz  
Director, Land Use Planning  
State Planning Office  
38 SHS /Augusta, ME 04333*

## FY12 Maine Coastal Program Competitive Coastal Grant

### I. Introduction

The Maine Coastal Program (MCP) at the State Planning Office <http://www.maine.gov/spo/coastal/index.htm> announces the availability of funds for the following activities in support of our corresponding program goals:

**Ensuring Sustainable, Vibrant Coastal Communities:** To help coastal communities support marine and coast-related economic growth, coastal resource protection, and maintenance of community character.

**Improving Coastal Access:** To create or preserve access to the shore and waterfront for traditional commercial and recreational uses.

**Preparing for coastal storms, erosion and flooding, coastal hazards:** To help coastal communities become resilient by developing adaptive responses to coastal erosion, coastal storm events, landslides and other coastal hazards.

**Addressing the effects of land use activity on water quality:** To protect and improve coastal water quality.

**Restoring Coastal Habitats:** To insure that Maine's coast provides healthy habitat for the full suite of coastal plants and animals for generations to come.

Funds may be used for planning, ordinance development, project implementation, and outreach and educational programs.

### II. Background

Created in 1978, the Maine Coastal Program is a federal, state, local partnership under the Coastal Zone Management Act of 1972 and one of 34 coastal programs nationwide. Maine's program is a collaborative program that works in partnership with other state agencies, municipalities, regions and other organizations, with the Maine State Planning Office serving as the lead agency.

The MCP works to sustain coastal resources and enhance the coastal-dependent economy through:

- Coastal community planning
- Effective administration of state environmental laws
- Public access planning
- Habitat restoration
- Reduction of nonpoint source pollution
- Support of coastal stewardship through education, outreach, and volunteer support
- Innovative initiatives in special coastal places.

### **III. Eligibility**

Those eligible to apply include coastal municipalities, groups of coastal municipalities in a region; and Regional Planning Commissions and Councils of Government. Partnerships are encouraged and those proposals documenting strong partnerships that further ensure success of the project will receive preferential consideration. The list of Maine coastal towns that are eligible for this grant program can be accessed at:

[http://www.maine.gov/spo/coastal/coastal\\_zone\\_map.htm](http://www.maine.gov/spo/coastal/coastal_zone_map.htm)

### **IV. Grant size and duration**

Grants are expected to range from \$5,000 to \$50,000 and projects must be completed within eighteen months from the date of the grant award. Projects must be able to document significant progress during the initial six months of the grant award.

### **V. Match**

25% cash or in-kind match is required.

### **VI. Grant categories**

Category 1: Ensuring Sustainable, Vibrant Coastal Communities

Examples of projects fitting this category:

- Implementation of waterfront development plans or strategies
- Development of regulatory and non-regulatory strategies to conserve working waterfronts
- Planning for the land-side support systems necessary for ocean wind energy projects and other water commerce
- Preparation or implementation of economic development strategies related to coastal tourism and marine-related sectors

Category 2: Improving Coastal Access

Examples of projects fitting this category:

- Development of municipal or regional open space and coastal access plans
- Implementation of municipal or regional open space and coastal access plans
- Inventories of access needs, property use surveys, user surveys

Category 3: Preparing for coastal storms, erosion and flooding, coastal hazards

Examples of projects fitting this category:

- Preparation of vulnerability assessments
- Development or implementation of municipal and regional adaptation strategies
- Landowner outreach and education

Category 4: Addressing the effects of land use activity on water quality

Examples of projects fitting this category:

- Development and implementation of regulatory and non-regulatory measures to reduce or eliminate water pollution in areas adjacent to shellfish growing areas.
- Implementation of measures to promote the use of low impact development (“LID”) stormwater management techniques in coastal watersheds
- Development or implementation of multi-town estuary or coastal watershed plans

Category 5: Restoring Coastal Habitats

Examples of projects fitting this category:

- Preparation of habitat restoration plans, strategies, or needs assessments; particularly in coastal focus areas identified by Maine’s Beginning with Habitat Program ([www.beginningwithhabitat.org](http://www.beginningwithhabitat.org))
- Development of pre-project feasibility studies
- Workshops for landowners and community decision-makers
- Restoration project implementation

Note: Examples of projects provided in the section above are meant to be illustrative only. Applicants are encouraged to creatively address the objectives of the grant program and develop projects suited to the unique needs of the applicant within the general categories identified above.

**VII. Grant Application**

A complete grant application will identify which category is being addressed; a brief statement of the problem and the method that will be used to address the problem; partners; roles and responsibilities of cooperating parties; anticipated outcomes; timeline, and budget. Letters of partner commitment and support and those providing match should be included. Resumes of project leads may be attached, but are not required. Grant applications may not exceed 10 pages in length; letters of support and resumes will not be included in the page count.

The required format for the grant application is provided below.

***Cover Sheet including;***

- Project Title
- Municipality or region covered
- Grant category
- Grant request amount
- Project Manager: Contact information
- Project partners

***Project Summary***

Please include relevant background information; an explanation of the problem or opportunity; demonstration of the need for the project; and proposed use of the grant award. Describe experience with similar work undertaken by the applicant and/or project partners.

### ***Project Description***

This section should include project tasks, a description of what will be done, how it will be done, who will do it, and the expected project outcomes and products. This section should also include a project schedule covering project phases and tasks, significant milestones and projected completion dates.

### ***Project Budget***

Include a detailed budget for expenditure of the funds requested. If this funding is part of a larger package of funding needed to complete this project, please indicate the source of the remaining funds and their status (e.g. requested, in hand).

## **VIII. Application Deadline and Submission**

Applications should be submitted electronically to [elizabeth.hertz@maine.gov](mailto:elizabeth.hertz@maine.gov) with 'Application to the 2011 Maine Coastal Program Competitive Grant Program' in the subject line. Applications will be due by 5 p.m. on Wednesday, December 7, 2011; with no exceptions permitted.

For questions please contact Elizabeth Hertz, State Planning Office, Tel# 207-624-6220; email: [elizabeth.hertz@maine.gov](mailto:elizabeth.hertz@maine.gov)

## **IX. Proposal Scoring Criteria**

### **1. 25 points Quality of the Grant Proposal; project feasibility and readiness**

The proposal is complete and well organized. The project has a clear and achievable goal; the project plan is well-developed, thorough and provides a sufficiently-detailed explanation of how the project will be completed. The proposed project can be completed within 18 months of the grant award.

### **2. 20 points Applicant qualifications, capacity**

Applicant has the necessary technical experience, knowledge, and administrative capacity to successfully complete and report on the proposed project. For multi-phase projects, earlier phases have been successfully executed.

### **3. 25 points Cost**

Costs are well-documented, reasonable and tasks are appropriate for the proposed budget amount. Sources of match are identified and confirmed.

### **4. 20 points Linkage to identified state, local and regional priorities**

The project addresses the grant priorities contained in this request for proposal and advances the objectives of the Maine Coastal Program. The project implements ideas and actions identified in adopted municipal or multi-municipal comprehensive plans determined by the Maine State Planning Office to be consistent with the Planning and Land Use Regulation Act, M.R.S.A. 30-A §4347-A (3-A-) or open space plans, waterfront plans, or other plans produced and adopted through a public participatory process.

**5. 10 points Partnerships**

Project proposal shows documentation of support and participation by partners and clearly defines their respective roles.

**X. Proposal Review and Selection**

Project proposals will be reviewed and evaluated by a review committee convened by the State Planning Office. Final project selection will be made by the State Planning Office, Maine Coastal Program and award notifications can be anticipated by Wednesday, December 21, 2011. The final work plan for the successful grantees will be negotiated with SPO as part of finalization of the grant award.

# AGENDA TOPIC 10.K

## HARBOR WALK

TO: MAYOR & COUNCIL

FROM: WAYNE MARSHALL, CITY PLANNER

DATE: NOVEMBER 10, 2011

RE: HARBOR WALK SCHEDULE

Joseph Slocum requested that I provide the Council a more definitive schedule to complete the planning and engineering process and then the construction process for the harbor Walk. Following is a general schedule that I provided the Council in August. I am now working with Richardson & Associates to refine this schedule and I will provide a revised schedule at the November 15 Council meeting.

### Schedule

- Public meeting on preliminary design. Seeking public comment. – August 2011
- Prepare Preliminary Design Report – September 2011
- Submit Preliminary Design to MDOT for comment – October 2011
- Council accept Preliminary design – November 2011
- Final Engineering – November, 2011 to January 2012
- MDOT accept Final Design – January & February 2012
- Bid Project – March 2012
- Award Contract – April 2012
- Project Construction – May & June 2012 for primary work – the trail.  
Accessory improvements to follow.

**The following are (2010 draft economic development) plan tasks that have been completed:**

(2) Hire an Economic Development Director whose job description will include the implementation of this plan and:

- Act as a community strategist for economic development
- Build community relationships to foster economic activity
- Be a customer-driven problem solver
- Act as a catalyst in economic preservation and growth
- Be a creative facilitator of economic growth
- Demonstrate political astuteness
- Have a comprehensive knowledge of factors affecting business and community vitality
- provide a quarterly update to the City Council

Note: Job Description to be approved by City Council but it will include statement that function is not to serve other Boards but rather to exclusively serve the City.

*An Economic Development Director was hired in June 2010, and has followed the supplied job description to a substantial degree.*

**The following are plan tasks that are underway and ongoing:**

(1) Financially support the Belfast Area Chamber of Commerce (\$25,000 in 2011-12), the Maine Coast Economic Alliance (\$7,500 in 2011-12), and Our Town Belfast (\$25,000 in 2011-12).

*All of these groups pursue economic development in conjunction with the City of Belfast and should be considered for financial support provided that they continue to be effective to justify the level of investment. The Maine Coast Economic Alliance is beginning to explore the possibility of receiving funding from Waldo County rather than directly from the City of Belfast.*

(3) Develop a Memorandum of Understanding (MOU) with the Belfast Area Chamber of Commerce and Our Town Belfast to make sure all bases are covered but that we are not duplicating efforts or creating impediments for one another. Quarterly follow-up on this with the City Council in joint meeting with all groups.

*The Economic Development Director has drafted a MOU (also including the Maine Coast Economic Alliance) that summarizes the difference in geographical territory, funding sources, and roles/activities (including suggestions on lead/supporting roles for each of the 22 tasks in the draft economic development plan). This MOU has not yet been shared with or formally approved by any of the other organizations. Overlap between these organizations can perhaps be minimized, but cannot be completely eliminated; a focus should be placed on partnering/collaborating with these other organizations whenever possible to increase the chances for success for a given endeavor/activity. Joint meetings with members of these groups and the Council have not yet been held, however.*

(4) Continue to support the Maine Coast Economic Alliance (MCEA) but work to insure on a monthly basis- with a report back to the Council- that they are working on regional and local matters of economic development interest. Have MCEA spend time on business attraction services for Belfast.

*The Economic Development Director has been in regular contact with the MCEA Executive Director, with a particular focus on business attraction. Of the business attraction leads that have come through the office of the Economic Development Director, the majority of them have been generated by MCEA. Economic Development Director has suggested whenever possible that the MCEA, being a regional organization, should*

*focus on efforts that may be too large for any one of its member communities to pursue effectively on its own, but ones that multiple member communities could potentially benefit from, a prime example being workforce development, as a well-trained workforce is a type of shared infrastructure that all Midcoast communities tap into.*

(5) City Manager to supervise Economic Development Director and to coordinate a weekly effort with the Planning Director and the Economic Development Director that focuses 75-80% of the combined effort on preserving and growing the many diverse economies in Belfast (business growth and retention) with the remainder dedicated to creating new businesses or to pursuing business attraction. Promoting all local economies and their financial benefit to the City will include the promotion of the retirement and second home economy. If the local economy improves in retention and growth then efforts to attract can increase somewhat.

*Providing timely and effective service to a client looking to start a new business in Belfast, bring a new business to Belfast, or to expand or maintain an existing business located in Belfast is one of the most important, if not the most important, components of an effective economic development department. (We have evidence in hand that having just a face-to-face meeting with a prospective business in a timely manner can make the difference in whether or not that business chooses to come to Belfast instead of going to another community.) Existing businesses, while unlikely to leave a community based on only one slow or ineffective response from the economic development department, should be viewed as a long-term relationship and not taken for granted.*

*I believe it is quite safe to say that since the establishment of this department at City Hall, we have had many more clients approach the City looking for assistance than we have ever had in the past. Certainly the media exposure that we have enjoyed over the past 18 months has also made the City and this department much more visible.*

*Any client coming to this office has an expectation of timely and effective service, and no two clients have identical needs, requiring customized responses. Even in the cases where this office's primary response is to refer the client to another resource provider, this office still should be maintaining communications with the client and making sure that their needs are being met. In short, providing this type of service requires a great deal of time and energy. The estimate of 75% to 80% of the Economic Development Director's effort on business incubation, expansion, retention, and attraction could be a very accurate estimate. I even find that I have not been able to make many visitations to existing businesses that I would like to in this position.*

(6) Economic Development Director to spearhead grant writing for Community Development Block Grants and all other economic development grants. The same person will manager and administer those grants unless otherwise directed by the Council. Grants to be proactively pursued for all City-directed activities and opportunities.

*In the first year on the job, the Economic Development Director wrote 2 successful grants with a value of \$700,000. Expected to pursue EDA funding for Front Street improvements, and CDBG Downtown Revitalization grant in the next few months, which combined would be in excess of \$1,000,000. While there are numerous relevant grant programs that are more or less constantly funded that the Economic Development Director is readily aware of, there are always new programs being developed that last for fixed amounts of time only, and therefore, continuous education and research is required to stay on top of all of these programs.*

7. City Manager, City Planner, and City Economic Development Director to pursue Council-approved City Economic Development Policy that will be part of the City's Comprehensive Plan-after consideration of recommendations on such policy from the Belfast Comprehensive Planning Committee.

*This document is a step in the creation and approval of such a policy. The Comprehensive Planning Committee has not yet reviewed this document.*

**The following are plan tasks that the Economic Development Director recommends pursuing aggressively during 2012:**

(8) City Manager, City Planner, and Economic Development Director to report and make recommendations on future directions for Belfast Airport Business Park and possible expansion within 4 months of hiring Economic Development Director.

*Having readily available land for future business development is an important economic development tool. The Economic Development Director recommends first that we attempt to transfer land that is likely never to be used by Belfast Municipal Airport to the Belfast Airport Business Park, and attempt to get permission from the FAA to develop a parcel in the south phase of the business park that has been previously denied by them due to its proximity to the airport runway (City staff feel that the FAA is in error and a re-evaluation is warranted). Once these options have been exhausted, then the City should consider obtaining options on properties adjacent to the park (County, Boynton, Armory) if feasible, rather than outright purchase, due to the current low level of interest. City should pursue marketing of the park, and install newer signage.*

(12) Pursue long-term economic efforts to bring to offshore electrical power through the Belfast region and partner with other communities like Searsport to facilitate the manufacture and distribution of renewable energy components, the possible creation of a municipally-owned power company, the creation of renewable energy industrial parks and the service of off shore renewable energy research and initiatives.

*The City should view the pursuit of companies involved in the development of offshore wind (manufacturing, servicing, and research and development), as its highest priority within the task of business attraction, due to its enormous, 'game-changing' potential, and the region's chief advantage- Mack Point. This however, will require a multi-year effort, working in conjunction with our neighboring communities, to be effective. This should be considered a high-risk, high-reward scenario. Belfast, Searsport, and Stockton Springs should consider putting together a sizable incentive package (in the millions perhaps) in order to attract an initial offshore wind component manufacturer, to establish this industry in this region.*

*However, I think we have learned that establishing a utility is something that is not feasible at this time. There may be the possibility of the electrical power generated by an offshore wind farm to be brought through Belfast Bay, but this is certainly not a given, when considering that both the offshore wind farms and the ultimate destination for the power generated by it are likely to be located to the south of us. An industrial park powered by wind power may have significant technical hurdles, due to the intermittent nature of wind power (biomass may be a more appropriate renewable energy source with which to power an industrial park, for example).*

(14) Pursue the development of an Information Technology incubator in Belfast with the Hutchinson Center and grow the New Media (Computer, Animation, Software, Audio, Visual, Sound, Graphic) sector for the region.  
(19) Evaluate and report on the development of a business incubator in the Business Park that has multiple spaces sharing the same loading dock. Consider some type of financial support for this.

*(As these are both incubator projects, they have been combined here for discussion.) There may be some need for a publically-owned incubator in Belfast; however, we need to do some research on exactly what type of incubator (size, amenities) would be the best fit in Belfast. Consultation with other business spaces, such as the Belfast Center and the Wentworth office building is a necessary initial step, as well as Eastern Maine Development Corporation, who has recently explored the possibility of a New Media incubator in the Bangor region. The City should consider funding a feasibility study to research this, if grant funding (such as USDA Rural Development Rural Business Opportunity Grant) cannot be obtained in a timely manner. If the incubator were to be City-owned, there is the potential for a portion of it to be funded by Federal and State grants, but there would still be the need for City funding, as well as ongoing support to manage the facility.*

(16) Pursue marketing efforts that are directed to the people of the State of Maine to capitalize on getting people within reach of the City 365 days a year to come and spend time and money here.

*The goal of the City is to have our retail and service businesses have activity as close to year round as possible. A coordinated media campaign, in conjunction with the Belfast Area Chamber of Commerce and Our Town Belfast, could have some benefit.*

(18) Pursue becoming a model energy reduction and efficiency community and pursue green technology businesses for Belfast.

*I would also add to this task, 'pursue opportunities that would result in lowered energy costs for its businesses.' Specific things the City should consider doing in the pursuit of this goal include the following: supporting the extension of a natural gas spur to Belfast; providing energy efficiency grants to businesses; installing geothermal systems in the Belfast Airport Business Park and Belfast Municipal Airport; and the development of smaller-scale renewable energy sources (hydro, tidal, biomass, others) that could be used by the City and/or larger businesses to net meter. While many of the factors that dictate the overall price of energy are too massive to be significantly affected on the local level, the City may be able to make its cost of energy lower relative to other New England communities and allow it to be more competitive for business attraction, especially for green technology businesses.*

(21) Investigate and pursue food security issues, buy local opportunities and entrepreneurial opportunities for bulk and value-added and food sales opportunities.

*The agricultural economy is an extremely important one for Belfast and the surrounding area. While no specific activities have yet been identified, the City should be looking at ways to capture any value that may be leaving the region (i.e. can farmers have a way to add value to their produce themselves here, as opposed to shipping it to a food processor outside the region). An important first step would be for the City to convene a meeting of various agricultural stakeholders from the region to learn what shared needs and challenges exist.*

(22) Target local and regional residents as well as second home owners who have business elsewhere and may be enticed to move some or all of that business to Belfast.

*This could develop into an important business lead generator and should be pursued.*

(New Task) Continuously assist in the development of the regional workforce.

*A well-trained workforce is the most valuable type of infrastructure. It is one that we share with other communities in our region. Developing the ideal type of workforce is most likely a task that we cannot achieve by ourselves, and requires the partnership of organizations such as the Maine Coast Economic Alliance, Coastal Counties Workforce, the Hutchinson Center, and our RSU, among others.*

(New Task) Development of local incentives/resources.

*In order to differentiate itself from other communities looking to attract (and retain its own) businesses, the City of Belfast should consider funding incentives that can help lower the cost of businesses (such as energy efficiency grants) and/or improve their ability to attract customers (such as façade grants). The advantage of these two types of programs is that they are very un-portable, and any improvements made with City funding would stay in the community, even if the business itself left. The City should explore the possibility of establishing, or helping to establish, a local or regional venture capital fund to invest in new businesses, for which traditional microloan programs are not a good fit.*

**The following are plan tasks that the Economic Development Director recommends to be placed at a lower priority:**

(11) Pursue the development of a hotel with at least 50 rooms in downtown Belfast.

*The decision of a private developer to build such a hotel in the downtown is going to be almost entirely dictated by whether or not enough of a market exists to support it. Therefore, it does not make sense that the City to be aggressively pursuing this goal. A credit enhancement TIF could be extended to the developer of a suitable downtown hotel, but that could be politically dangerous, given that we have other existing lodging options in Belfast that are not receiving assistance. The City can play a role in trying to open up communication with the current owners of the various properties that have been considered for the future location of this hotel, as well as working efficiently with a developer if and when such a project is submitted to the City for review.*

(15) Make a decision on public funding for an "Events Center" in Belfast.

*One study has concluded that an event center could have enormous economic potential for other businesses, but also would not have much direct job creation, and would be unlikely to generate a profit. The City can be a potential partner in this, but should not be the sole funder, and until the private sector step ups with any substantial funds, this should be a lower priority than other tasks on the plan. The City has entertained discussions of establishing a matching fund, and should consider that again in the future.*

(20) Enhance infrastructure and amenities like sidewalks, bike lanes and trails, picnic opportunities, street lighting.

*Having nice, attractive community-related infrastructure does attract people to Belfast, which would support our existing businesses and potentially lead to new business development. However, the amenities listed above do not appear to be major pieces of infrastructure (unless this includes the future rails to trails project, which would be a major addition to our community infrastructure) but are rather supporting ones, and are therefore a lower priority task.*

**The following are the lowest priority tasks, tasks that do not require aggressive, proactive City effort, or are tasks that should be given to other organizations to undertake:**

(10) Create a Volunteer Committee to seek out potential volunteers and coordinate their introduction to those who run various City events – Celtic Celebration, Bicycle Races, Boat Building Challenge, Arts in the Park, New Years by the Bay, etc. Have committee coordinate annual "World's Largest Potluck Party" at the Boat House annually to celebrate the services of all volunteers of City events.

*This is the type of activity that has been undertaken in the past by both the Belfast Area Chamber of Commerce and Our Town Belfast, and the City should consider allowing them to take the lead and/or partner with them on this.*

(13) Pursue Retail Growth on Route 3 for a large box store and for smaller retail (less than 75,000 sq. ft.) on Northport and Searsport Avenues.

*The amount of retail that can be supported in a community is almost entirely dictated by the purchasing power of the customer base that resides in that same community and the surrounding region, and is largely a fixed amount. The most likely impact of a big box store coming into a community is simply the transfer of sales from established businesses in the same region to the new store, and not an overall increasing of the 'pie.' The decision of a big box store to come to a particular community is dependent upon their appraisal of the existing market. Therefore, there is very little that the local government can do (apart from a credit enhancement TIF,*

*which again, may be unwise politically), to lure big box stores, to their community. (In the case of smaller retail, façade grants and energy efficiency grants may have a more pronounced impact.) Therefore, the City should not take an overly aggressive/proactive approach to the pursuit of retail in general. However, the City should not be a hindrance to such a company if a viable proposal was to be brought forth, and it should respond to requests for information by site selectors and individuals looking to open retail operations in Belfast.*

(17) Look into the potential benefits of creating a “Sister City” program with Belfast, Ireland.

*This activity would be very much in line with what the Promotions Committee of Our Town Belfast does, and they could be the most appropriate group to develop this program and should be approached about spearheading it.*

10-M

**CITY OF BELFAST  
COMMUNITY DEVELOPMENT HOUSING PROGRAM**

**c/o Ron Harriman Associates  
61 Main Street, Suite 61  
Bangor, Maine 04401  
Telephone: (207) 947-8595  
Fax: (207) 947-4353**

November 7, 2011

TO: Thomas Kittredge, Economic Development Director  
FR: Ron Harriman, CDBG Program Administrator  
RE: Committee Recommended Program Guideline Changes

The Community Development Block Grant (CDBG) Committee met on November 2, 2011 to review the status of the program and the Program Guidelines. There have been few responses from the initial group of property owners targeted for improvements. Repeated efforts have been made to reach each of these potential applicants. The few responses we have received from property owners indicated that their required 30% in matching funds would prevent them from participating.

To qualify for grant assistance, many owners of multi-family properties will also be required to reduce rent levels so they comply with the limits established for the CDBG program. This decrease in income is a further barrier to participation in the program. Our guidelines currently require the reduced rent levels to continue in effect for ten years from the date of improvements. Owners also must sign a Selling Agreement. This document requires the grant be repaid to the City in the event the property sells within a ten-year period.

The Committee has spent considerable time considering possible modifications to our guidelines that will balance the goals of the program with the financial impact on the applicant. The Committee recommends the following changes:

- Matching funds required from the property owner be reduced from 30% to 20%. Recent improvements may be applied toward the required match.
- The ten-year Rent Regulatory and Selling Agreements reduced from ten years to five years.
- 

The recommended changes will increase interest in the program and also further the City's goal of making rental property decent, safe and affordable for lower income residents.

Please place these amendments to the guidelines on the November 15<sup>th</sup> Council agenda and contact me if you have any questions.

**PROGRAM GUIDELINES  
CITY OF BELFAST  
2011 COMMUNITY DEVELOPMENT  
HOUSING REHABILITATION PROGRAM**

**I. Administration**

The administration of the City's Housing Rehabilitation Program will be carried out by the Community Development Office and its staff in conformance with the guidelines established herein. The administration and operation of the program shall conform to all local codes and ordinances as well as all requirements established by the U.S. Department of Housing and Urban Development (HUD), City of Belfast, and the State of Maine pertaining to the Community Development Block Grant Program.

**II. Program Objectives**

The objectives of the City's Housing Rehabilitation Program are as follows:

1. To prevent hazardous health conditions.
2. To prevent blighting influences and deterioration of property and neighborhoods.
3. To improve the quality of the City's rental housing stock for low-moderate income persons.
4. To provide financial assistance to upgrade rental units and to make them affordable for low-moderate income tenants.
5. To eliminate code violations and deficiencies.

**III. Funding and Financing**

In order to qualify for the Community Development Block Grant (CDBG) program, subject properties must have at least 51% of units occupied by income-qualified tenants. Rent levels for assisted units may not exceed established Fair Market Rent levels established by the State of Maine for a period of five years following CDBG assistance. Financial assistance shall be in the form of grants and will be made available in accordance with the provisions as prescribed below:

1. Owners of residential rental buildings with at least three units may qualify for a maximum grant of up to 80% of the total improvement cost.
2. Grant funds shall not exceed \$10,000 per qualified rental unit.
3. CDBG funds may not exceed \$50,000 for a single structure or property owner.
4. Grant funds must be matched by minimum 20% owner funds.
5. Self-help, owner supplied materials and/or recent improvements may count towards this 20% match. The value of owner's labor or materials shall be made by the CDBG Program Administrator. In addition, the applicant must demonstrate they have the ability and prior experience to complete the work in a professional and timely manner. Recent improvements may require documentation. Self-help, owner supplied materials and/or recent

improvements may result in grant funds exceeding 80% of the CDBG contract total. However, grant funds shall not exceed the amounts in items 2 and 3 of this section.

6. Grant funds are intended to be used only for improvements to existing occupied rental units.
7. Applicants selected for grant assistance shall be required to complete a certified energy audit on the property. A goal of the program is to implement the recommendations of the audit to the extent feasible.

**A. Rent Regulatory Agreement**

A Rent Regulatory Agreement shall be executed by the owners of rental property receiving grant assistance through the Community Development program prior to commencement of work. This Agreement shall remain in effect for a period of five years.

**B. Deferred Grant Repayment**

A Deferred Grant Agreement or Selling Agreement will be signed in advance of the start of rehabilitation and recorded at the Waldo County Registry of Deeds. Provisions for repayment of all grants shall be as follows if property is sold within specified time of project completion:

Term	Percent to be Repaid
1st Year	100%
2nd Year	80%
3rd Year	60%
4 <sup>th</sup> Year	40%
5 <sup>th</sup> Year	20%
6 <sup>th</sup> Year	No Repayment

**IV. Income Eligibility**

**A. Definition of Income**

1. The rental program shall be based on the total household income of each of the households located in the apartment building.

2. Total Housing Income - For the purpose of this program, total household income shall include the combined gross incomes of all household members, excluding dependents under age 18 or dependents attending school on a full-time basis. In cases involving household members who are earning an income but are not owners of the property, only that income which they contribute to the household shall be considered in determining the gross income of the household. Said household member(s) shall be 18 years of age or older and/or shall not be a full-time student.

3. Examples of sources of income to be included, but not limited to, are: wages, salaries, commissions, pensions, annuities, social security, TANF, general assistance payments, aid to the disabled, VA benefits, unemployment benefits, support/alimony and other income such as interest, dividends and rent income.

4. Items not considered as income are:
  - a. Casual, sporadic or irregular gifts.



City of  
Belfast

Jennika Lundy <managersupport@cityofbelfast.org>

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## 2 agenda items for 11/15 Council meeting - housing guidelines, economic development plan

1 message

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Thomas Kittredge <economicdevelopment@cityofbelfast.org>

Mon, Nov 7, 2011 at 3:29 PM

To: Joseph Slocum <citymanager@cityofbelfast.org>

Cc: Jennika Lundy <jlundy@cityofbelfast.org>

Two agenda items for 11/15 Council Meeting:

**1a) request by CDBG Housing Assistance Committee to make the following changes to its program guidelines:**

- Matching funds required from the property owner to be reduced from 30% to 20% (of total project costs). Recent improvements may be applied toward the required match.
  
- The ten-year Rent Regulatory and Selling Agreements to be reduced from ten years to five years.

(Attached is a memo from Ron Harriman detailing this, as well as the new program guidelines.)

The reason that we are making this request was due to the very low response rate amongst those property owners that had submitted pre-applications – we currently only have one application in hand. The committee feels that these changes will encourage enough property owners (from the pre-application pool, the other 25 or so property owners that have previously expressed interest, and other potential applicants) to apply that we will be able to distribute the money to quality rehab projects.

**1b) reaffirm that the Housing Committee will be able to enroll properties into the program without requiring Council approval.**

The committee would like to see the Council reaffirm that we are able to enroll properties without having to come back to the Council, so that we can move more quickly, when we begin to get numerous applications (as we suspect from changing the program guidelines).

2  
5

November 8, 2011  
Municipal Election – City of Belfast  
OFFICIAL TOTAL OF VOTES CAST

MAYOR

ASH 1333 Total

Wards 1/2: 502

Wards 3/4: 544

Ward 5: 287

O'CONNOR 847 Total

Wards 1/2: 421

Wards 3/4: 310

Ward 5: 116

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Councillor - Ward 3

Sanders 1579 Total

Wards 1/2: 658

Wards 3/4: 631

Ward 5: 290

Councillor - Ward 4

Hurley 1657 Total

Wards 1/2: 726

Wards 3/4: 653

Ward 5: 278

RSU#20

Vote for 2 Blanks \_\_\_\_\_ Write-in \_\_\_\_\_ Total: \_\_\_\_\_

Vote for 2 Blanks \_\_\_\_\_ Write-in \_\_\_\_\_ Total: \_\_\_\_\_

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Wood 1296 Total      Wards 1/2: 500      Wards 3/4: 503      Ward 5: 293

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Warden 1 – Larry Theye      Write-in Total: 20      Wards 1/2: 6      Wards 3/4: 0      Ward 5: 14

Warden 5 – Evelyn Littlefield      Write-in Total: 24      Wards 1/2: 3      Wards 3/4: 0      Ward 5: 21

Ward Clerk 2      Write-in Total: -0-      Wards 1/2: 0      Wards 3/4: 0      Ward 5: 0

Ward Clerk 4 – Susan Cooney      Write-in Total: 20      Wards 1/2: 3      Wards 3/4: 6      Ward 5: 11

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

ATTEST Denise M. Beckett  
CITY CLERK, BELFAST MAINE