



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Erin Herbig
City Manager

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MANAGER'S REPORT
Belfast City Council Meeting
Tuesday, January 2, 2024

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

7:00 p.m. Regular Council Meeting

All City Council Meetings and City Committee Meetings will be conducted in-person at Belfast City Hall, effective May 3, 2022.

TO: Mayor Eric Sanders and Honorable Members of Belfast City Council

FROM: Erin Herbig, City Manager

DATE: Thursday, December 28, 2023

Agenda Items:

10-A Request from the Fire Chief to approve Ambulance and Fire Contract Rates for FY2024-25 and FY2025-26.

The City of Belfast provides primary Emergency Medical Services (EMS) to the towns of Northport, Belmont, Morrill, and Waldo. The City of Belfast also provides both primary EMS and fire suppression services to the town of Swanville.

Due to cost increases for EMS and fire suppression supplies and equipment, Fire Chief Patrick Richards recommends a 10% contract cost increase each year for EMS service for FY2024-25 and FY2025-26. He further proposes a 3.8% contract cost increase each year for fire suppression service for FY2024-25 and FY2025-26. These increases are based upon the increases reflected throughout the industry to continue to support the services provided as well as increase costs associated with equipment, maintenance, and fuel.

It is also important to note that on top of contract rates, each community is also billed separately for each fire suppression and EMS call and that the hourly labor rate will increase \$2 over the next 2 years.

If approved by the City Council, Chief Richards recommends a motion be made to approve EMS and fire suppression service contracts as presented for FY 24-25 and FY 25-26 and to continue to revisit these rates on an annual basis.

Please see the attached memo and spreadsheet (10-A) with the anticipated costs of the contracts from Fire Chief Patrick Richards providing further detail. Chief Richards will be at the meeting to answer any questions.

10-B Request from the Harbor Master to approve 2024 Harbor Usage Fees.

The Harbor Advisory Committee reviewed the Harbor Usage Fees for 2024 at their Regular Meeting in December. At that time, they were provided with a history of fee changes and various Harbor revenues and expenses over the past several years. Following discussion, the Harbor

Advisory Committee voted unanimously to recommend to the Belfast City Council to increase the Harbor Usage Fees by approximately 10% across the board in 2024 with several exceptions.

The first exception is for the dockage fees, which are recommended to increase by \$.50/ft. The other exception is the cruise ship fee, which is recommended to increase from \$3.50/ft. to \$7.00/ft. as the fee hasn't been increased since 2022.

The launch ramp fees and pump-out fees will not change as they require Maine Inland Fishery and Maine DEP approval respectively. If the Council wishes to raise these fees at this time, the Harbor Master will need Council direction to request approval from the State.

If approved by the City Council, the Harbor Master requests that a motion is made to approve the Harbor Usage Fees for 2024 as recommended by the Harbor Advisory Committee and Harbor Master.

Please see the attached memo and the history of fee increases spreadsheet (10-A) which indicates how fees have changed over the years, the recommended fee increases, and the projected increased revenues if these increases are approved. Harbor Master Kathy Given will be at the meeting to present and answer any questions.

10-C Request by the Economic Development Director to authorize the submission of a Letter of Intent to the Community Development Block Grant Public Infrastructure Grant Program.

Several affordable housing developments in Belfast have either recently been completed or are under construction and will be open later this year. Previously, in order to support each of these projects in their efforts to secure the tax credits necessary to proceed, the City entered into Tax

Increment Financing Credit Enhancement Agreements that will refund these projects a portion of their new property tax revenue each year for a period of 30 years.

There have been previous discussions regarding the need to improve the infrastructure that is in and around these affordable housing developments. The City has designed and secured the necessary funding for a comprehensive infrastructure improvement project for the entirety of Wight Street and a small adjacent section of Congress Street. This project will be completed this year.

The City has also been developing a comprehensive infrastructure improvement project for the section of Congress Street located between Grove Street and Wight Street. The City has engaged Olver Associates to develop a cost estimate for this project, which was most recently established to be \$3,020,000.

The City has already secured \$1,000,000 of the funding for this project through the Northern Border Regional Commission Catalyst Program Award. The City can also expect to receive a 40% share of the revenue generated by the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, which it can allocate towards this project. However, these two funding sources are not sufficient to fund this project at the current estimated cost, and an additional source of funding is needed to close the gap.

One such potential additional source of funding is the Community Development Block Grant Public Infrastructure Grant Program. This program, which can award grants of up to \$990,000 and can be used for local infrastructure activities that are part of a community development strategy leading to future public and private investments. In 2022, the City was able to secure \$690,000 in funding from this program that is being used to pay for a portion of the Wight Street infrastructure improvement project.

Applications for this program are only accepted every other year, so the next opportunity to apply would not be until early 2026. With the new affordable housing development at 115 Congress Street about to come online, the City is likely at its most competitive for this grant program right now. The submission deadline for the Letter of Intent is 4:00 PM, Friday, January 12th, 2024. If the Letter of Intent is accepted and the City is invited to submit a full application, the submission deadline for that application will be March 8th, 2024. The City of Belfast would

expect to learn whether it had been selected for a grant probably during June of 2024, and the funds would be made available in July of 2024.

If approved by the City Council, the Economic Development Director requests that a motion be made to authorize the submission of a Letter of Intent to the Community Development Block Grant Public Infrastructure Grant Program, for the \$990,000 grant maximum; and to authorize the City Manager to sign any documents related to and necessary for the submission of this Letter of Intent.

Please see the attached memo (10-B) from Economic Development Director Thomas Kittredge. Director Kittredge will be at the meeting to present and answer any questions.

10-D Request from the City Manager to extend the U.S. Coast Guard Lease at 2 Franklin Street.

The City of Belfast leases out office space at 2 Franklin Street to the Maine Department of Corrections Parole and Probations and the United States Coast Guard.

At the December 19, 2023, Council Meeting the City Council entered into a renewed lease agreement with the State of Maine Department of Administrative and Financial Services Bureau of General Services on behalf of the Department of Corrections Parole and Probations for a two-year period 3/1/2024 to 2/28/2026 with a 5 % rate increase.

In January 2015, the City of Belfast entered into a lease agreement with the U.S. Coast Guard. This was a five-year agreement with a five-year renewal option as stated in Section 1.05 of the agreement. The U.S. Coast Guard has requested exercising the renewal option as stated in their lease agreement with the City of Belfast for the additional five-year period 11/2/2024 to 11/1/2029 at the contracted rate of \$58,222.00 per year.

Please see the attached draft copy of the lease agreement between the City of Belfast and the United States of America on behalf of the Coast Guard (10-D). City Attorney Kristin Collins has reviewed the renewal lease agreement. If approved by the City Council, I request that a motion be made to authorize the City Manager to execute the five-year lease agreement with the United States Coast Guard as presented.

I will be at the meeting to present and answer any questions.

10-E Review of Official City Business Parking Passes.

There have been several instances in which the Mayor, City Councilors, City Committee Members, municipal leaders from other communities, professional contactors, or residents of our community participating in City Committee Meetings, hiring committees, union meetings, workshops, or other City meetings during business hours and have had to park in time limited parking.

In August 2023, Police Chief Bobby Cormier and I worked out a parking pass system based on models used by other communities should someone be required to be at City Hall for more than the two-hour parking limit during business hours. This system would also be in place for a limited number of City employees that are frequently in and out of City Hall as required in their daily job duties.

In the past, City Hall staff would call over to the Police Department to relay the license plate number and make/model, or Chief and I would have to rectify parking tickets after the fact. This new practice was an attempt to streamline and standardize the process and was informed by how other municipalities handle situations regarding limited parking.

I noted to the Council that when this was implemented in August 2023 that we would try this method through the end of the year and would then reevaluate how it works to best move forward in the long term. This is an opportunity for City staff to review the process and to get Council feedback. I will be at the meeting to present and answer any questions.

10-F Signing of Council Orders

2024 arrives this weekend!

In this constantly changing world, one thing has remained constant – the unwavering loyalty and dedication of our Mayor, Councilors, City staff, our community partners, and dedicated members of our community.

2023 would have been impossible without each of you, and 2024 will surely be the same. Thank you for your service to our community through all the challenges that 2023 presented us and all those that lie ahead. Thank you all for being an invaluable part of our team.

As we look back on the year gone by, let us reflect on the lessons we have learned and use them to guide us towards an even brighter future this next year in Belfast.

Wishing you all a wonderful new year!

**City of Belfast
Consent Agenda
Tuesday, January 2, 2024
Meeting #13**

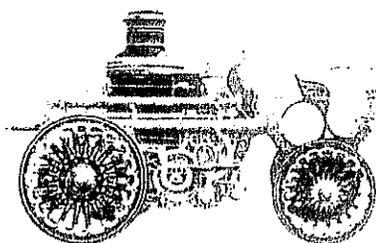
The following items are proposed as our Consent Agenda. As in the past the items are voted on in one blanket motion to the affirmative. One Councilor makes a motion to approve the items as stated, and then another Councilor will second that motion and the whole Council votes. If a Councilor requests an item be removed from the consent agenda, they do so during the adoption of the agenda. If a member of the public requests that an item be removed from the consent agenda, they can do so in the open to the public section. Suggested motions are listed and supporting material is enclosed.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Spades) for Randall Collins Memorial VFW Post 3108 located at 34 Field Street, Belfast, Maine. This approval is granted from January 1, 2024, through December 31, 2024.**

Motion to approve a twelve-month Blanket Letter of Approval for Game of Chance (Spades) for Randall Collins Memorial VFW Post 3108 located at 34 Field Street, Belfast, Maine. This approval is granted from January 1, 2024, through December 31, 2024.

10.A



Belfast Fire & Ambulance Department
131 Church Street • Belfast, Maine 04015
Phone 338-3302

12/27/23

Honorable Mayor Sanders

Belfast City Councilors

City Mgr. Herbig

Re; Municipal EMS and Fire service contracts

Presented for your approval is the proposed EMS and Fire service contracts for the next 2 years. The City of Belfast currently provides EMS services to 5 surrounding towns, Belmont, Morrill, Waldo, Northport and Swanville. The city of Belfast also provides fire suppression to the town of Swanville.

A 10% increase for fiscal year 24/25 and 10% for fiscal year 25/26 will result in an increase in revenue of \$13,089 from the 5 towns that contract for EMS coverage.

For the fire suppression contract for the town of Swanville, an increase of 3.8% for fiscal year 24/25 and 3.8% for fiscal year 25/26 will result in an increase of \$2,824. Swanville is billed semi-annually aside from the contract fees for the fire service calls that are responded to as well. They are billed by the hour for each of the apparatuses on scene and personnel that respond.

Patients that are transported to the hospital by our EMS service are also billed for the service and a portion of that expense is also recovered depending on insurance coverage.

A 10% increase each of the next 2 years for EMS and 7.6% for the fire suppression will help maintain the costs that have increased rapidly over the last several years surrounding EMS and Fire departments.

If you have any questions, please feel free to ask. Thank you for your consideration.

Patrick Richards

Fire Chief/Ambulance director

	Population (2020)	FY 23/24	FY 24/25	FY 25/26	Fire	FY 23/24	FY 24/25	FY 25/26
Belfast	6968							
Swanville	1377	14,459	15,904	17,494	Swanville	37,179	38,591	40,003
Northport	1550	19,106	21,016	23,117	Hourly Truck rate	150	150	150
Waldo	795	8,348	9,182	10,100	Hourly Labor Rate	20.05	21.05	22.05
Belmont	976	10,248	11,272	12,399				
Morrill	971	10,196	11,215	12,336				
Total Revenue		62,357	68,589	75,446		37,179	38,591	40,003

This is a proposed 2 year contract for the 5 towns that Belfast serves for EMS. A 10% increase is noted for both years.

The Fire contract rate for the town of Swanville is 7.6% increase over 2 years.
 Note that the hourly labor rate will increase \$2 over the next 2 years.
 The hourly truck and hourly labor rates are billed out separately per call semi-annually.

10. B

December 21, 2023

Memo to Erin Herbig, City Manager

From Katherine Given, Harbor Master

re: Council Agenda January 2, 2024

Council approval of 2024 Harbor Usage Fees

The Harbor Advisory Committee at their regular meeting on December 20, 2024 reviewed the Harbor Usage Fees for 2024. The Committee was provided with a history of fee changes and various Harbor revenues and expenses over the past several years.

After discussion the Harbor Advisory Committee voted unanimously (all members were present) to recommend to the Belfast City Council to increase the Harbor Usage Fees approximately 10% across the board, with the exception of the dockage fees which are recommended to increase by \$.50/ft. The other exception is the cruise ship fee, which is recommended to increase from \$3.50/ft. to \$7.00/ft. for two reasons. The fee hasn't been increased since 2022 as the ships were not visiting Belfast since that time. The second reason is that the ship's schedule this year are to visit once a week, starting July 31st arriving at 6:00pm and departing at 4:00pm the following day. The late departure allows the passengers to spend more time up town, but makes it difficult to rent the space for that night as most visiting vessels expect a slip to be open and to arrive at noon or shortly thereafter. The higher fee helps to compensate for any lost revenue with not being able to rent the slip.

The Launch Ramp fees and Pump-Out fees will not change as they require Maine Inland Fishery and Maine DEP approval respectively. If the Council wishes to raise these fees at this time I will request approval from the State.

The History of Fee Increases spreadsheet indicates how fees have changed over the years, the recommended fee increases, and the projected increased revenues if these increases are approved.

I would like to ask the Council to approve the Harbor Usage Fees for 2024 as recommended by the Harbor Advisory Committee and myself.

Respectfully submitted,

Katherine Given, Harbor Master

HARBOR USAGE FEES 2024
HISTORY OF FEE INCREASES
 December 21, 2023

	2016	2017	2018	2019	2020	2021	2022	2023	2024				
									Harbor Committee/Harbor Master Recomm.	Projected increased revenue	Revenues Fiscal Year 2022-23	Revenues July 1 - Nov 10, 2023	
1) MOORING/MOORED FLOAT ANNUAL PERMITS & FEES:													
INDIVIDUAL PERMIT	\$70.00	\$80 plus \$2/ft/over 25'		\$85 plus \$2/ft/over 25'		\$90/\$2>			\$100/\$2./ft.	\$2,500.00	\$24,733.00	\$1,210.00	
ACOE service/rental mooring permit	\$120.00	\$130.00				\$140.00			\$155.00	\$450.00	\$4,340.00	\$140.00	
ACOE service/rental moored float permit				\$150.00		\$160.00			\$175.00	\$150.00	\$1,440.00		
LATE FEE	\$25	\$35.00		\$50.00		\$55.00			\$60.00	\$150.00	\$1,540.00	\$330.00	
WAITING LIST	\$10.00	\$15.00				\$20.00			\$25.00	\$150.00	\$600.00	\$20.00	
RELOCATION LIST	\$10.00	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a				
2) MOORING RENTAL (per night)	\$30.00	\$35.00		\$40.00		\$40>40' + \$1./ft			\$45 + \$1/ft	\$1,600.00	\$15,633.00	\$14,645.00	
3) DOCKAGE CITY LANDING (per foot):													
OVERNIGHT	\$2.25<40'		\$2.50<40'		\$2.75<40'		\$3.00		\$3.50				
OVERNIGHT	\$2.75 40-59		\$3.00 40'-59'		\$3.25		\$3.50		\$4.00				
OVERNIGHT	\$3.25 60-89		\$3.50 60'-89'		\$3.75		\$4.25		\$4.75				
OVERNIGHT	\$3.50 > 90'		\$3.75 >90'		\$4.00>90'		\$4.50		\$4.50				
DAYTIME (over 1 hour)	\$.20/ft/hour	\$5./hr	\$5/hr\$30/season				\$10/\$40		\$15/\$45	\$6,700.00	\$62,542.00	\$73,768.00	
GROUP RATE													
CHARTER VESSELS (May 15 - Oct 15)													
OCCASIONAL USE	\$200.00	250/season				\$300/season			\$350.00	\$100.00	\$600		
OVERNIGHT	\$45/ft/season	\$50/ft/season			\$55/ft/season		\$60/ft/season		\$65.00	\$600.00	\$6,441.00	\$4,068.00	
CRUISE SHIPS (per ft/night)	\$2.75	\$3.00	\$3.25		\$3.50		n/a	7.00/ft	\$15,183.00				
COMMERCIAL CONTRACT				\$500.00					\$550.00	\$100.00	\$1,000		
4) SHORE POWER (per night):													
110	\$5.00		\$10.00		\$15.00		\$17.00						
30 AMP	\$10.00		\$15.00		\$20.00		\$22.00						
50 AMP	\$15.00		\$20.00		\$25.00		\$30.00		\$33.00	\$400.00	\$3,985.00	\$4,145.00	
5) LAUNCH (need State approval to change):													
COMMERCIAL (up to 50 launches)							\$175.00		\$175.00				
COMMERCIAL (up to 100 launches)	\$250.00	\$300.00				\$325.00		\$325.00					
COMMERCIAL (unlimited launches)	\$600.00	\$650.00				\$675.00		\$675.00					
COMMERCIAL (one launch)	\$5.00	\$6.00				\$40.00		\$40.00			\$1,105.00	\$1,115.00	
NON-BELFAST RESIDENT (one launch)	\$4.00	\$5.00				\$15.00		\$15.00			\$1,115.00	\$705.00	
NON-BELFAST RESIDENT (season)	\$25.00	\$30.00				\$30.00		\$30.00			\$2,070.00	\$975.00	
6) TENDER TIE-UP (per season):													
SHORE (non-Belfast property tax payer)	\$75.00	\$100.00				\$125.00		\$150.00		\$165.00			
DOCK (non-Belfast property tax payer)	\$200.00	\$225.00				\$250.00		\$275.00		\$300.00			
BELFAST RESIDENT/PROPERTY TAX PAYER		\$25.00				\$30.00		\$35.00		\$2,000.00	\$19,695.00	\$1,645.00	
REMOVAL BY CITY		\$50.00				\$75.00		\$85.00					
WINTER STORAGE (THOMPSON'S)		\$200				\$225.00		\$250.00					
7) PUMP-OUT HOLDING TANK													
	\$5.00 capped by ME DEP												
8) SHOWERS													
	\$3.00				\$5.00							\$60.00	\$35.00
9) ORDINANCE													
10) TRASH per bag Transfer Station rate													
	\$5.00												
11) WASH DOWN FEE													
	\$10.00	\$15.00				\$20.00		\$25.00					
12) FISHERMAN'S HOIST (season)													
	\$50.00				\$60.00		\$65.00		\$70.00	\$70.00	\$745.00	\$240.00	
FISHERMAN NON-RESIDENT USE FEE													
						\$200.00	\$200.00	\$220.00	\$90.00	\$900.00	\$400.00		
13) THOMPSON'S WHARF SUMMER: (May 15 - Oct. 15)													
INSIDE SLIPS													
MIDDLE SLIPS													
OUTSIDE SLIPS	\$75/ft.	\$80/ft.	\$85/ft.				\$90/ft		\$100/ft.				
THOMPSON'S WHARF WINTER: (Oct. 16 -													
	\$5/ft/month				\$6./ft/month		\$ 6.50		\$7.00	\$6,000.00	\$63,378.00	\$13,265.00	
14) SMALL VESSEL STORAGE ON RACKS: (season May 1 - Dec 1)													
BELFAST RESIDENT	\$40.00				\$50.00		\$55.00		\$60.00			\$55.00	
NON-BELFAST RESIDENT	\$60.00	\$75.00				\$85.00		\$95.00		\$250.00	\$2,580.00		
Total Projected Increased Revenues:										\$36,493			
Fuel Sales													
	July 1, 2022 - June 30 2023				July 1, 2023 - Nov 10, 2023								
Gas	38,655.3 gals				34,854.8 gals								
Diesel	33,803.7 gals				21,472.4 gals								

10.C



CITY OF BELFAST

City Hall
131 Church Street
Belfast, Maine 04915

Thomas Kittredge
Economic Development Director

E-mail: economicdevelopment@cityofbelfast.org
Phone: (207) 338-3370, extension 116

From: Thomas Kittredge, Economic Development Director

To: Mayor Eric Sanders, City Councilor Christopher Bitely, City Councilor Brenda Bonneville, City Councilor Paul Dean, City Councilor Neal Harkness, City Councilor Mary Mortier, Deputy City Manager Manda Cushman, and City Manager Erin Herbig

For: Belfast City Council Meeting of Tuesday, January 2nd, 2024

Regarding: Request by the Economic Development Director to have the City Council authorize the submission of a Letter of Intent to the Community Development Block Grant Public Infrastructure Grant Program.

A number of affordable housing developments in Belfast have either recently been completed (75 Wight Street, 80 Wight Street) or are under construction and will be open later this year (115 Congress Street). Previously, in order to support each of these projects in their efforts to secure the tax credits necessary to proceed, the City entered into Tax Increment Financing Credit Enhancement Agreements that will refund these projects a portion of their new property tax revenue each year for a period of 30 years.

There have been previous discussions regarding the need to improve the infrastructure that is located in and around these affordable housing developments. The City has designed and secured the necessary funding for a comprehensive infrastructure improvement project for the entirety of Wight Street (which includes 75 and 80 Wight Street) and a small adjacent section of Congress Street; the project has been awarded to Nitram for a cost of \$2,126,280 and it will be built this year.

The City has also been developing a comprehensive infrastructure improvement project for the section of Congress Street located between Grove Street and Wight Street (which includes 115 Congress Street), consisting of installing approximately: 1,000 linear feet of sanitary sewer line; 3,000 linear feet of in-ground storm drains; 24 catch basins; 2,400 linear feet of sidewalks; 4,000 linear feet of curbing; and 2 pedestrian crossings. The City has engaged Olver Associates to develop a cost estimate for this project, which was most recently established to be \$3,020,000 (assuming a 2025 construction date).

The City has already secured some of the funding for this project, in the form of a \$1,000,000 Northern Border Regional Commission Catalyst Program Award. The City can also expect to receive a 40% share of the revenue generated by the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, which it can allocate towards this project. However, these two funding sources are not sufficient to fund this project at the current estimated cost of \$3,020,000, and an additional source of funding is needed to close the gap.

One such potential additional source of funding is the Community Development Block Grant Public Infrastructure Grant Program. This program, which can award grants of up to \$990,000, can be used for local infrastructure activities that are part of a community development strategy leading to future public and private investments. More specifically, these funds can be used for either 1) water system installation/improvements, sewer system installation/improvements, water/sewer system hookups, storm drainage, utility infrastructure, and/or dams with the main purpose of providing the primary water storage facility for an active water district or municipal system; or 2) public infrastructure in support of new low-to-moderate income fully financed housing. Additionally, the project must meet a national objective by demonstrating that it will predominantly benefit low- and moderate-income persons. A community receiving this grant must provide cash matching funds equivalent to at least 25 percent of the grant award amount (which would be \$247,500 for the maximum grant award amount of \$990,000).

Previously (in 2022) the City was able to secure \$690,000 in funding from this program that is being used to pay for a portion of the aforementioned Wight Street infrastructure improvement project.

Applications for this program are only accepted every other year, so the next opportunity to apply would not be until early 2026. With the new affordable housing development at 115 Congress Street about to come online, the City is likely at its most competitive for this grant program right now and should seriously consider applying. The submission deadline for the Letter of Intent is 4:00 PM, Friday, January 12th, 2024. If the Letter of Intent is accepted and the City is invited to submit a full application, the submission deadline for that application will March 8th, 2024. The City of Belfast would expect to learn whether or not it had been selected for a grant probably during June of 2024, and the funds would be made available in July of 2024.

At this time, the Economic Development Director requests that the City Council take the following actions:

- 1) Authorize the submission of a Letter of Intent to the Community Development Block Grant Public Infrastructure Grant Program, for the \$990,000 grant maximum; and
- 2) Authorize the City Manager to sign any documents related to and necessary for the submission of this Letter of Intent.

10.D

<p align="center">GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE</p> <p align="center">LEASE AMENDMENT</p>	<p>LEASE AMENDMENT NO. 3</p>
<p>ADDRESS OF PREMISES:</p> <p>2 Franklin St. Belfast, ME 04915</p>	<p>TO LEASE NO. GS-01P-LME04989</p> <p>PDN NUMBER</p> <p>N/A</p>

THIS AMENDMENT is made and entered into between **City of Belfast**

Whose address is: 131 Church Street, Belfast, Maine 04915

Hereinafter called the Lessor, and the **UNITED STATES OF AMERICA**, hereinafter called the Government:

WHEREAS the parties hereto desire to amend the above Lease to extend the lease term

NOW THEREFORE, these parties for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, covenant and agree that the said Lease is amended, effective upon execution as follows:

RENEWAL OPTION: This Lease Amendment shall serve as the official Notice that the Government is hereby exercising the Five (5) year renewal option as stated in Section 1.05 of the GSA Lease number LME04989: for the period beginning November 2, 2024, and ending November 1, 2029, shell rent shall be at the rate of **\$58,222.00** per year.

All other terms and conditions of the lease shall remain in force and effect.

This Lease Amendment contains 5 pages (including 4 pages of FAR clause 52.204.25 (Nov 2021).

IN WITNESS WHEREOF, the parties subscribed their names as of the below date.

FOR THE LESSOR:

FOR THE GOVERNMENT:

Signature: _____

Signature: _____

Name: _____

Name: _____

Title: _____

Title: Lease Contracting Officer

Entity Name: _____

GSA, Public Buildings Service

Date: _____

Date: _____

WITNESSED FOR THE LESSOR BY:

Signature: _____

Name: _____

Title: _____

Date: _____

52.204-25 Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment (Nov 2021)

(a) *Definitions.* As used in this clause—

Backhaul means intermediate links between the core network, or backbone network, and the small subnetworks at the edge of the network (e.g., connecting cell phones/towers to the core telephone network). Backhaul can be wireless (e.g., microwave) or wired (e.g., fiber optic, coaxial cable, Ethernet).

Covered foreign country means The People's Republic of China.

Covered telecommunications equipment or services means—

(1) Telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities);

(2) For the purpose of public safety, security of Government facilities, physical security surveillance of critical infrastructure, and other national security purposes, video surveillance and telecommunications equipment produced by Hytera Communications Corporation, Hangzhou Hikvision Digital Technology Company, or Dahua Technology Company (or any subsidiary or affiliate of such entities);

(3) Telecommunications or video surveillance services provided by such entities or using such equipment; or

(4) Telecommunications or video surveillance equipment or services produced or provided by an entity that the Secretary of Defense, in consultation with the Director of National Intelligence or the Director of the Federal Bureau of Investigation, reasonably believes to be an entity owned or controlled by, or otherwise connected to, the government of a covered foreign country.

Critical technology means—

(1) Defense articles or defense services included on the United States Munitions List set forth in the International Traffic in Arms Regulations under subchapter M of chapter I of title 22, Code of Federal Regulations;

(2) Items included on the Commerce Control List set forth in Supplement No. 1 to part 774 of the Export Administration Regulations under subchapter C of chapter VII of title 15, Code of Federal Regulations, and controlled-

(i) Pursuant to multilateral regimes, including for reasons relating to national security, chemical and biological weapons proliferation, nuclear nonproliferation, or missile technology; or

(ii) For reasons relating to regional stability or surreptitious listening;

(3) Specially designed and prepared nuclear equipment, parts and components, materials, software, and technology covered by part 810 of title 10, Code of Federal Regulations (relating to assistance to foreign atomic energy activities);

(4) Nuclear facilities, equipment, and material covered by part 110 of title 10, Code of Federal Regulations (relating to export and import of nuclear equipment and material);

(5) Select agents and toxins covered by part 331 of title 7, Code of Federal Regulations, part 121 of title 9 of such Code, or part 73 of title 42 of such Code; or

(6) Emerging and foundational technologies controlled pursuant to section 1758 of the Export Control Reform Act of 2018 (50 U.S.C. 4817).

Interconnection arrangements means arrangements governing the physical connection of two or more networks to allow the use of another's network to hand off traffic where it is ultimately delivered (e.g., connection of a customer of telephone provider A to a customer of telephone company B) or sharing data and other information resources.

Reasonable inquiry means an inquiry designed to uncover any information in the entity's possession about the identity of the producer or provider of covered telecommunications equipment or services used by the entity that excludes the need to include an internal or third-party audit.

Roaming means cellular communications services (e.g., voice, video, data) received from a visited network when unable to connect to the facilities of the home network either because signal coverage is too weak or because traffic is too high.

Substantial or essential component means any component necessary for the proper function or performance of a piece of equipment, system, or service.

(b) *Prohibition.*

(1) Section 889(a)(1)(A) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2019, from procuring or obtaining, or extending or renewing a contract to procure or obtain, any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system. The Contractor is prohibited from providing to the Government any equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104.

(2) Section 889(a)(1)(B) of the John S. McCain National Defense Authorization Act for Fiscal Year 2019 (Pub. L. 115-232) prohibits the head of an executive agency on or after August 13, 2020, from entering into a contract, or extending or renewing a contract, with an entity that uses any

equipment, system, or service that uses covered telecommunications equipment or services as a substantial or essential component of any system, or as critical technology as part of any system, unless an exception at paragraph (c) of this clause applies or the covered telecommunication equipment or services are covered by a waiver described in FAR 4.2104. This prohibition applies to the use of covered telecommunications equipment or services, regardless of whether that use is in performance of work under a Federal contract.

(c) *Exceptions.* This clause does not prohibit contractors from providing—

(1) A service that connects to the facilities of a third-party, such as backhaul, roaming, or interconnection arrangements; or

(2) Telecommunications equipment that cannot route or redirect user data traffic or permit visibility into any user data or packets that such equipment transmits or otherwise handles.

(d) Reporting requirement.

(1) In the event the Contractor identifies covered telecommunications equipment or services used as a substantial or essential component of any system, or as critical technology as part of any system, during contract performance, or the Contractor is notified of such by a subcontractor at any tier or by any other source, the Contractor shall report the information in paragraph (d)(2) of this clause to the Contracting Officer, unless elsewhere in this contract are established procedures for reporting the information; in the case of the Department of Defense, the Contractor shall report to the website at <https://dibnet.dod.mil>. For indefinite delivery contracts, the Contractor shall report to the Contracting Officer for the indefinite delivery contract and the Contracting Officer(s) for any affected order or, in the case of the Department of Defense, identify both the indefinite delivery contract and any affected orders in the report provided at <https://dibnet.dod.mil>.

(2) The Contractor shall report the following information pursuant to paragraph (d)(1) of this clause

(i) Within one business day from the date of such identification or notification: the contract number; the order number(s), if applicable; supplier name; supplier unique entity identifier (if known); supplier Commercial and Government Entity (CAGE) code (if known); brand; model number (original equipment manufacturer number, manufacturer part number, or wholesaler number); item description; and any readily available information about mitigation actions undertaken or recommended.

(ii) Within 10 business days of submitting the information in paragraph (d)(2)(i) of this clause: any further available information about mitigation actions undertaken or recommended. In addition, the Contractor shall describe the efforts it undertook to prevent use or submission of covered telecommunications equipment or services, and any additional efforts that will be incorporated to prevent future use or submission of covered telecommunications equipment or services.

LESSOR: _____ GOVERNMENT:

(e) *Subcontracts*. The Contractor shall insert the substance of this clause, including this paragraph (e) and excluding paragraph (b)(2), in all subcontracts and other contractual instruments, including subcontracts for the acquisition of commercial products or commercial services.

(End of clause)

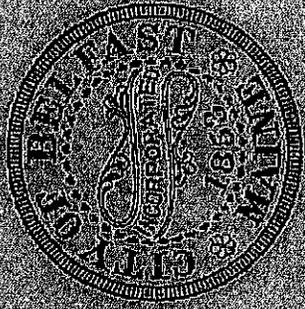
LESSOR: _____ GOVERNMENT:

2024

City of Belfast Official Business Parking Permits

Permit #	License Plate	Vehicle	Owner / Contact
1			Mayor
2			Councilor 1
3			Councilor 2
4			Councilor 3
5			Councilor 4
6			Councilor 5
7			Code Enforcement Of
8			Director of Code & PI
9			Interim Assessor
10			Parks & Rec Director
11			Facilities Director
12			City Manager
13			
14			
15			
16			
17			
18			
19			
20			

CITY OF BELFAST



OFFICIAL BUSINESS

DATE ISSUED: _____ EXPIRES: 12/31/23 PERMIT # _____

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RETURN TO THE BELFAST FIRE POLICE DEPARTMENT, 142 ORANGE STREET, BELFAST, MAINE 04915, PHONE 207-538-5255.