



CITY OF BELFAST

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MANAGER'S REPORT

Belfast City Council Meeting
Tuesday, July 16, 2024

6:00 p.m. Request to go into an Executive Session on a Legal Matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) E.

7:00 p.m. Regular Council Meeting

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

FROM: Erin Herbig, City Manager

DATE: Thursday, July 11, 2024

Agenda Items:

10-A Request to authorize funding of \$20,000 to The Game Loft in Belfast from the Keep the Faith Fund.

It was recently brought to the City Council's attention that The Game Loft has been having financial struggles. Game Loft Board Members have put a plan in place which includes a crisis fundraising campaign with a goal of \$75,000 in order to keep the programming at the forefront

for the youth that they serve and are doing everything in their power to pull this beloved organization out of financial crisis.

The Council is aware that the funds that this organization can raise in the next 30 days are pivotal to being able to move forward and continue to serve this community and they would like to contribute of \$20,000 on behalf of the City of Belfast from the Keep the Faith Fund.

The Keep the Faith Fund was created in 2020 to help businesses and citizens weather tough times, and this certainly fits the bill.

If approved by the City Council, City staff request a motion is made to authorize funding of \$20,000 to The Game Loft in Belfast from the Keep the Faith Fund. This account has a current balance of \$74,366.15.

Members of the Game Loft Board of Directors and several students will be at the meeting to share information regarding the status of The Game Loft, how the fundraising is going and answer any questions.

10-B Presentation on the proposed City of Belfast Fiscal Year 2024-2025 Budget.

In 2024, like all businesses and organizations, we clearly see the impact of inflation. And like all businesses and organizations have had to adjust and adapt in the current economy, so has the City of Belfast. We have continued to provide uninterrupted 24/7 services to our community no matter what obstacles we have faced.

Through daily operations over the past year, we have seen that the impact of inflation cannot be avoided or delayed without affecting our operating services. As a municipality, our community continues to count on us to provide non-stop services at the level of quality we always have. We are a constant that provides certainty even when things get tough for our citizens.

Like all Maine municipalities, the City of Belfast sits in an awkward posture when it comes to budgeting and covering our expenses. The majority of our budget expenses are for expenditures

to outside organizations that we are required by state statute to support. Funding, which allows for the myriads of public services to be offered in this community has real costs, and the City of Belfast contributes to a strong majority of these organizations.

Together, Regional School District #71 and the County of Waldo have increased the required payment from Belfast taxpayers by \$1,039,612 just this year. Together, these two organizations alone represent 62.18% of the proposed net budget this year and the City of Belfast represents 37.82%.

Through hours of budget hearings and deliberations, the City Council has crafted a proposed budget that accounts for these increases, without diminishing the equipment needed or repairs that are required, in order for the City to continue to function seamlessly.

The Belfast City Council held eight Budget Hearings for the FY2024-2025 Municipal Budget as outlined below:

Monday, June 3rd

6PM FY2024-25 Budget Hearings

6:00pm Budget introduction and overview

RSU and County Appropriations

6:30pm Library

7:00pm Airport

7:30pm Cable Television

8:00pm Economic Development

Monday, June 10th

6PM FY2024-25 Budget Hearings

6:00pm Planning & Codes/Planning & Zoning

6:30pm Assessing

7:00pm Cemetery

7:30pm Police/Animal Control/Crossing Guards/State Law Enforcement

Tuesday, June 11th

6PM FY2024-25 Budget Hearings

6:00pm Public Works/Sidewalks/Trees/Road Construction/Street Lighting

7:00pm City Building Maintenance

7:30pm Boathouse

8:00pm Parks & Recreation

Monday, June 17th

6PM FY2024-25 Budget Hearings

6:00pm Harbor

6:30pm City Clerk/Elections
7:00pm Transfer Station
8:00pm City Administration

Monday, June 24th

6PM FY2024-25 Budget Hearings

6:00pm Wastewater Treatment Plant
6:30pm General Assistance/Social Services
7:00pm Fire/Ambulance/EMA Director
8:00pm Hydrants/MMA Dues/Debt Services/Employee Benefits/Municipal Insurance/Reserve Fund

Tuesday, June 25th

6PM FY2024-25 Budget Hearings

6:00pm Misc. Promotionals/Social Services Agencies
6:30pm Revenues
7:00pm Executive Session on a Personnel Matter

Monday, July 1st

6PM FY2024-25 Budget Hearings

6:00pm Presentation from the City Assessor
6:30pm Capital Projects

Monday, July 8th

6PM FY2024-25 Budget Deliberations

The FY2024-25 City of Belfast Municipal Budget encompasses the period of July 1, 2024, to June 30, 2025. The total of this year's municipal expense budget (\$15,716,463) and TIF (\$979,839), less projected revenues (\$8,765,122) bring the net municipal budget to \$7,931,190 in FY2024-25.

If approved by the City Council, the total amount of funding to be raised through taxation for FY2024-25 will be as follows:

City of Belfast Net Municipal Budget	\$7,931,180
RSU #71 Education	\$10,909,170
Waldo County	<u>\$2,129,311</u>
Amount to raise through Taxation	\$20,969,661
Wastewater Department Budget	\$1,533,249

The City Wastewater Department is funded through user fees.

A copy of the proposed budget may be found on the City of Belfast web site at www.cityofbelfast.org. Please see the attached copy of the Public Hearing Notice and a copy of the complete proposed City of Belfast FY2024-25 Municipal Budget (10-B, C and D). Finance Director Amy Bradford and I will be at the meeting to present and to answer any questions.

Following this presentation, the City Council will conduct a Public Hearing followed by Council discussion and a possible vote of the proposed FY2024-25 City Budget.

10-C Public Hearing on the proposed City of Belfast Fiscal Year 2024-2025 Budget.

City of Belfast

Public Hearing FY 2024-2025 Budget

Council Chambers at Belfast City Hall

Tuesday July 16, 2024

7:00 p.m.

In accordance with the Belfast City Charter a Public Hearing will be held to discuss the proposed budget for the City of Belfast 2024-2025 Fiscal Year. The hearing will be held on Tuesday, July 16, 2024, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall at 131 Church Street, Belfast, Maine. The hearing will be broadcast live on Bel-TV, Spectrum Cable Channel 1303 and can be streamed on the City of Belfast website at www.cityofbelfast.org.

Citizens that wish to participate in the public hearing can do so by submitting comments by 12:00pm on July 16, 2024, via email to public@cityofbelfast.org or via postal mail to the Finance Director, City of Belfast, 131 Church Street Belfast, Maine 04915.

A copy of the proposed budget may be found in the July 9, 2024, edition of the Republican Journal and also on the City of Belfast web site at www.cityofbelfast.org. The complete proposed budget may be examined Monday-Thursday between the hours of 7:00 a.m. to 6:00 p.m. in the office of the Finance Director.

10-D Discussion and possible vote on the proposed City of Belfast Fiscal Year 2024-2025 Budget.

This item presents an opportunity for the City Council to discuss the FY2024-25 budget process, make any amendments, and/or to adopt the proposed budget. According to the City Charter, the budget must be approved before the end of July.

If approved by the City Council, City staff request a motion is made to approve the FY2024-25 City of Belfast Municipal Budget.

Thank you to our budget team; Finance Director Amy Bradford, Deputy City Manager Manda Cushman and all our City Department Heads who are always innovative in their ability to tackle unforeseen budgetary issues while continuing to meet the demands for our services.

Thank you to our Mayor and City Councilors who have spent a tremendous amount of their time, energy, and attention to create this budget. We are so fortunate that they remain very cognizant of the impact property taxes place upon Belfast citizens, especially those with less. This is the most discussed and dissected piece of work they do each year, and their thoughtfulness regarding its impact on the community at large does not go unnoticed.

10-E Consideration of a proposal from the Community Compositing Collaborative for the Belfast Transfer Station to serve as a drop-off site for food waste.

Community Composting Collaborative, a group of Belfast citizens, have worked ScrapDogs Community Compost, to develop a proposal to establish a one-year pilot food waste drop-off Compost Station at the Belfast Transfer Station.

ScrapDogs Community Compost is a growing composting operation, founded with the goal of minimizing waste sent to landfill and closing the loop of production and consumption in midcoast Maine.

As proposed, ScrapDogs would offer two ways for Belfast residents to dispose of food waste for composting at the Belfast Transfer Station:

1. **Public Drop-off:** This would allow anyone who is entitled to use the Transfer Station to collect food waste in their own containers and dump it into lidded, 35-gallon totes provided and maintained by ScrapDogs.
2. **Subscription Service:** This would allow customers to pay a monthly fee to ScrapDogs to drop-off designated 5-gallon buckets in a separate palletized container, and to collect clean buckets and up to 20 bags of compost.

The cost to the City would be \$45 per ton of food waste collected, billed quarterly, and capped at a total of \$1,400 for the pilot program year. This cost is anticipated to be absorbed in the FY2024-25 operating budget by decreasing the amount of food waste now included in mixed solid waste. The subscription portion would be at no cost to the City.

Transfer Station Manager Lottie Rolfe has discussed this proposal with both the State of Maine and Municipal Review Committee (MRC) for direction and feedback regarding this proposal.

If approved by the City Council, City staff request a motion is made to approve the proposal as presented and authorize the City Manager to sign the service agreement contract with ScrapDogs Community Compost for a one-year pilot program at the Transfer Station.

Please see the attached memo (10-E) from members of the Community Composting Collaborative; Corliss Davis, Marjory Stickler, and Dianne Torresen. Member from the Collaborative, a representative from ScrapDogs, and Transfer Station Manager Lottie Rolfe will be at the meeting to review the proposal and to answer any questions.

10-F Request from the Library Board of Trustees to authorize a grant submission to Efficiency Maine and authorize funding of up to \$101,000 for a new VRF heat pump-based HVAC system for the Library.

At the June 25th Library Trustees Meeting, SolarLogix presented a proposal for a new VRF heat pump-based HVAC system for the Library.

The Library Trustees have been actively researching and preparing for a new HVAC system for several years. At the June 25th meeting, they voted unanimously to approve the proposal from SolarLogix and to proceed as quickly as possible in order to benefit from the significant Efficiency Maine Rebate available now. This rebate would reduce the project cost from approximately \$575,000 to \$202,000.

If approved by the City Council, City staff request a motion is made to authorize the submission of a grant application to Efficiency Maine and if awarded, authorization of funding necessary to up to \$101,000 to complete this project, from the Energy Savings Capital Reserve. This account has a current balance of \$105,103.33.

Please see the attached memo (10-F) from Library Director Steve Norman. Director Norman will be at the meeting to present and answer any questions.

10-G Request from Green Streets to accept the 2024 Project Canopy Assistance Grant.

In May 2024, Mike Hurley, Chair of GreenStreets, in collaboration with the City of Belfast applied for a Project Canopy Planting and Maintenance Grant for \$10,000 with a 50/50 match from the City with the plan, if awarded, to plant new tree canopies along the Penobscot Terrace.

This project would continue the City's decades-long program of community forestry that has encouraged Belfast to plant and protect as many trees as possible alongside streets, in parks, at schools, throughout the downtown area, and along major roads.

GreenStreets and the City of Belfast have been notified that they have been awarded \$10,000 under the Project Canopy Assistance Program through the U.S.D.A. Forest Service Urban and Community Forestry Program for a Street Tree Inventory and Care Project. GreenStreets suggests that the funding be used to plant new tree canopies along Penobscot Terrace.

If approved by the City Council, the City will be required to provide a local match of at least \$10,000, which can include in-kind services. At this time, City staff requests a motion be made to accept the Project Canopy Planting and Maintenance Grant, authorize funding up to \$10,000 from account # 460-678 Tree Program Tree Plantings/Grants for the 50/50 match, and to authorize the City Manager to sign the agreement and general assurances with the Maine Forest Services.

Please see the attached application (10-G) and award letter for your consideration. Once signed GreenStreets, in coordination with the City, will proceed with work on the project.

10-H Request from the Human Resources Administrator to join the Maine Municipal Association Workers' Compensation Safety Incentive Program.

The Workers' Compensation Safety Incentive Program (WCSIP) is available to all Maine Municipal Association Members (MMA) currently enrolled in the Workers' Compensation Fund. Participation is on a voluntary basis and eligible credits will be applied effective January 1st of the policy year.

The goals of this program are to:

- Reducing the incidence of injury and illness throughout the operations
- Improving overall safety in the work environment
- Maintaining lines of communication with all employees
- Protecting members' assets
- Promoting a self-sustaining safety culture
- Utilizing claim management best practices

The program is tiered into three levels based on documented performance. The tiers and associated credits are:

Tier I..... 5%

Tier II..... 7.5%

Tier III..... 10%

The application of a tier credit will not reduce the annual contribution below the minimum contribution level. However, for those members affected by the minimum contribution level (currently \$500 or less) they will receive additional consideration as part of a safety enhancement grant application.

If approved by the City Council, the HR Administrator requests that the City Council authorize the program at the Tier III level and authorize the City Manager to sign onto the MMA Workers' Compensation Safety Incentive Program Resolve.

Please see the attached memo (10-H) from HR Administrator Nancy Driscoll explaining the request in further detail as well as a copy of the MMA Workers' Compensation Safety Incentive Program Resolve. I will be at the meeting to present and answer questions.

10-I Consideration of a letter to the Maine Health Board of Directors regarding the proposed elimination of labor and delivery services at Waldo County General Hospital.

Councilor Neal Harkness requested that this item be placed on the agenda for Council consideration and has provided a draft letter to the Maine Health Board regarding the proposed elimination of labor and delivery services at Waldo County General Hospital.

Please see the attached draft letter (10-I). City staff are looking for Council feedback or edits prior to the letter being submitted to Maine Health.

10-J Request from the Fire Chief to accept a \$200.00 donation to the Belfast Ambulance Department.

The City of Belfast Ambulance Department received a donation of \$200.00 from The First National Bank in honor of Emergency Medical Services week. Only the City Council can accept donations on behalf of the City of Belfast.

Fire Chief Patrick Richards requests that, if approved by the City Council, a motion is made to accept the funds of \$200.00 and to place the donation into account #110-3230 Ambulance Receipts.

Please see the attached memo (10-J) from Fire Chief Patrick Richards providing further detail. I will be at the meeting to present and answer any questions.

10-K Request from the Parks and Recreation Director to accept a \$50.00 donation to the Belfast Parks and Recreation Department.

The City of Belfast Parks and Recreation Department received a donation of \$50.00 from Ms. Judith Sobol to be used for the Belfast Dog Park. Only the City Council can accept donations on behalf of the City of Belfast.

Parks and Recreation Director Pam Salokangas requests that, if approved by the City Council, a motion is made to accept the funds of \$50.00 and to place the donation into account #110-3450 Parks and Recreation Receipts.

Please see the attached memo (10-K) from Parks and Recreation Director Pam Salokangas providing further detail. I will be at the meeting to present and answer any questions.

10-L Signing of Council Orders

Each year's budget is a time of reflection on the year before and a look into what our priorities will be for the next year. And with each budget, I find myself more and more proud of the work we have done together to lead our community to evolve and grow into a better version of ourselves than the year before. This budget was not without challenges and worry, but I am confident the City of Belfast FY2024-2025 Budget will serve our municipality well as we navigate our way to a bigger and brighter future.

Thank you again to our talented budget team; City Finance Director Amy Bradford, Deputy City Manager Manda Cushman, and all City Department Heads for their hard work and assistance in making the budgetary recommendations.

Thank you to our Mayor and Council for their time and careful concern with approving a budget that places as small of a burden possible on the taxpayer and does not require any negative impact on City services. This balance is always difficult to maintain but it is essential we do.

There is a lot to be proud of in the City of Belfast. I remain most proud of our collaboration and teamwork to produce thoughtful work and the best outcomes for our community.

**City of Belfast
Consent Agenda
Tuesday, July 16, 2024
Meeting #2**

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 an Itinerant Vendor's Permit for Simon Spergl d/b/a Southwestern Advantage – Independent Contractor from Montville, Maine offering educational books and apps.**

Motion to approve an Itinerant Vendor's Permit for Simon Spergl d/b/a Southwestern Advantage – Independent Contractor from Montville, Maine offering educational books and apps.

- B. Request to approve an off-premises catering permit for FFS LLC d/b/a Nautilus Seafood & Grill for the Mustang Round-up High School Reunion on August 10th, 2024, from 4:00 p.m. to 11:00 p.m. located at the Belfast Yacht Club, 15 Front Street, Belfast, Maine.**

Motion to approve an off-premises catering permit for FFS LLC d/b/a Nautilus Seafood & Grill for the Mustang Round-up High School Reunion on August 10th, 2024, from 4:00 p.m. to 11:00 p.m. located at the Belfast Yacht Club, 15 Front Street, Belfast, Maine.

- C. Request to approve an off-premises catering permit for Moonbat LLC d/b/a Marshall Wharf Brewing Co. for the Atlantic Challenge International Contest of Seamanship celebration on July 22 through July 28, 2024, from 7:00 p.m. to 10:00 p.m. located at Steamboat Landing Park, Belfast, Maine.**

Motion to approve an off-premises catering permit for Moonbat LLC d/b/a Marshall Wharf Brewing Co. for the Atlantic Challenge International Contest of Seamanship celebration on July 22 through July 28, 2024, from 7:00 p.m. to 10:00 p.m. located at Steamboat Landing Park, Belfast, Maine.

- D. Request to approve an application by Allplay Bowling Center LLC d/b/a Allplay Bowling Center located at 49 Searsport Ave., Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.**

Motion to approve an application by Allplay Bowling Center LLC d/b/a Allplay Bowling Center located at 49 Searsport Ave., Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.

- E. Request to approve an application by Must Be Nice Lobster LLC d/b/a Must Be Nice Lobster located at 2 Cross Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.**

Motion to approve an application by Must Be Nice Lobster LLC d/b/a Must Be Nice Lobster located at 2 Cross Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.

- F. Request to approve an application by American Cruise Lines, Inc. d/b/a American Cruise Lines, Inc. located at Belfast Harbor, Belfast, Maine for a renewal Public Service Class I – Beer, Wine and Spirits Public Service liquor license.**

Motion to approve an application by American Cruise Lines, Inc. d/b/a American Cruise Lines, Inc. located at Belfast Harbor, Belfast, Maine for a renewal Public Service Class I – Beer, Wine and Spirits Public Service liquor license.

- G. Request to approve an automobile graveyard/junkyard permit for Bert Bailey of Far Inc. d/b/a Gibbs Auto Sales located at 50 Back Belmont Road, Belfast, ME.**

Motion to approve an automobile graveyard/junkyard permit for Bert Bailey of Far Inc. d/b/a Gibbs Auto Sales located at 50 Back Belmont Road, Belfast, ME.

- H. Request to approve an application by Rice & Noodle Thai Restaurant LLC d/b/a Rice & Noodle Thai Restaurant located at 160 Searsport Ave., Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.**

Motion to approve an application by Rice & Noodle Thai Restaurant LLC d/b/a Rice & Noodle Thai Restaurant located at 160 Searsport Ave., Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III and IV) liquor license.

10.B,C+D

**City of Belfast
Public Hearing FY 2024-2025 Budget
Council Chambers at Belfast City Hall
Tuesday July 16, 2024
7:00 p.m.**

In accordance with the Belfast City Charter a Public Hearing will be held to discuss the proposed budget for the City of Belfast **2024-2025** Fiscal Year. The hearing will be held on Tuesday, July 16, 2024, at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall at 131 Church Street, Belfast, Maine. The hearing will be broadcast live on Bel-TV, Spectrum Cable Channel 1303 and can be streamed on the City of Belfast website at www.cityofbelfast.org.

Citizens that wish to participate in the public hearing can do so by submitting comments by 12:00pm on July 16, 2024 via email to public@cityofbelfast.org or via postal mail to the Finance Director, City of Belfast, 131 Church Street Belfast, Maine 04915.

A copy of the proposed budget may be found in the July 9, 2024 edition of the Republican Journal and also on the City of Belfast web site at www.cityofbelfast.org. The complete proposed budget may be examined Monday-Thursday between the hours of 7:00 a.m. to 6:00 p.m. in the office of the Finance Director.

July 8, 2024 Attest: Amy I. Bradford, Finance Director

CITY OF BELFAST
PROPOSED BUDGET FY 2024-2025

ADMINISTRATION	
City Administration	\$739,903
Assessing Dept	\$206,827
City Clerk's Dept	\$260,921
City Building Maintenance	\$170,986
Elections & Registrations	\$20,132
Employee Benefits	\$2,302,785
Boathouse	<u>\$21,417</u>
ADMINISTRATION TOTAL	\$3,722,971
PROTECTION	
Fire Dept	\$397,480
Police Dept	\$1,530,859
Street & Traffic Lights	\$42,900
Hydrant Rental	\$548,200
Cable Television	\$41,521
Municipal Insurance	\$389,025
Ambulance Dept	\$1,141,720
Animal Control	\$18,500
School Crossing Guards	<u>\$16,286</u>
PROTECTION TOTAL	\$4,126,491
EMA DIRECTOR & LOCAL HEALTH OFFICER	\$7,000

STATE AGENT	\$71,116
PUBLIC WORKS	
Public Works Dept	\$1,745,705
Sidewalk Improvement/Maintenance	\$135,000
Transfer/Recycling Center	\$606,937
Road Construction	\$600,000
Tree Program	<u>\$56,000</u>
PUBLIC WORKS TOTAL	\$3,143,642
SOCIAL SERVICES	
General Assistance Program	\$220,000
GA Director & Expenses	\$61,546
Misc. Social Service Agencies	<u>\$224,532</u>
SOCIAL SERVICES TOTAL	\$506,078
ECONOMIC DEVELOPMENT	\$192,806
PARKS & RECREATION	\$432,259
BELFAST FREE LIBRARY	\$535,886
CEMETERY DEPT	\$165,715
AIRPORT	\$33,470
MISC. PROMOTIONAL	
City Promotionals	<u>\$800</u>
MISC. PROMOTIONAL TOTAL	\$148,470
HARBOR DEPT	\$242,621
PLANNING & ZONING DEPT	
Planning & Community Development	\$394,737
Engineering/Professional Services	\$20,000
Zoning Board of Appeals	<u>\$6,000</u>
PLANNING & ZONING TOTAL	\$420,737
MISC. UNCLASSIFIED	
MMA Dues	\$9,295
Debt Service	\$556,816
Capital Projects Program	<u>\$1,400,990</u>
MISC. UNCLASSIFIED TOTAL	\$1,967,101
RESERVE	\$100
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Municipal Expense Budget	\$15,716,463
TIF	\$979,839
Less Projected Revenue	<u>\$8,765,122</u>
Net Municipal Budget	\$7,931,180
RSU #71 Education	\$10,909,170
Waldo County	<u>\$2,129,311</u>
Amount to raise through Taxation	\$20,969,661
Wastewater Department Budget	\$1,533,249

From: Community Composting Collaborative - Corliss Davis, Marjory Sickler, Dianne Torresen
To: City Council of Belfast, Maine and Belfast City Manager, Erin Herbig
Date: July 8, 2024
RE: Establishing drop-off site for food waste in Belfast

Inspired in part by programs sponsored by the All of Belfast Climate Dialogues project at the Belfast Free Library, we began researching community composting in early 2023. We gained valuable insights from the [Mitchell Center for Sustainability Solutions](#) at the University of Maine.

- About 40% of the food we produce ends up in the trash.
- We waste money disposing of food waste. Maine residents and towns are faced with escalating costs for trashing their food waste due to limited landfill capacity.
- The valuable nutrients and energy in these food scraps could enrich the soil through composting, enabling us to grow more food on the same Maine acreage.
- Food waste is one of the major contributors to the harmful greenhouse gases causing climate change. When organic matter is put into a landfill, it decomposes anaerobically and releases methane gas which is about *28x more powerful* than carbon dioxide.
- Lastly, since these landfills were created for dry trash and never intended to hold wet food waste, the toxic wet liquid from food waste (leachate) will often leak out of these landfills and pollute local waterways and wells.

Since we knew early on that community composting was already happening in Rockport, Brunswick, and Portland, we began to look for a suitable location in Belfast. That led us to a series of meetings with City Manager Erin Herbig beginning last November. Ms. Herbig readily agreed that Belfast should take action to reduce food waste through composting and asked our committee to help find out how Belfast could offer a food waste drop-off site at the transfer station.

We researched and contacted the three companies that manage food waste collection and composting in the Belfast area: Agri-Cycle, Chickadee Compost, and ScrapDogs. (*See Attachment A: notes from our communications and informational materials.*) We determined that ScrapDogs, a local business, offered the best services at the lowest cost. In December 2023, we also conducted a month-long survey of citizens online and on paper to gauge interest in community composting. All 51 respondents — 46 of whom are Belfast residents — stated that they would like to see Belfast establish a community drop-off site for food waste. (*See Attachment B: summary of survey results.*)

Having found a viable service-provider and confirmed community support, our next step was to understand more about the “Municipal Review Committee (MRC), a group of 115 Maine cities and towns that have joined together as a nonprofit organization to manage their municipal solid waste (MSW) issues.” (<https://www.mrcmaine.org/>) To learn how other MRC towns handle food waste, we contacted almost every one of the 115 member municipalities, shared transfer stations (TS), or solid waste districts (SWD). (*See Attachment C: contact information and results highlights.*) Importantly, we learned that several MRC member municipalities collect food waste separately for composting:

- **Mid-Maine SWD** has contracted with Agri-Energy to tip food waste from five collection bins and haul to the company's anaerobic digester in Exeter, ME.
- **Waldoboro TS** and **Wiscasset TS** collect food waste in plastic bins. Lincoln County Recycling empties and transports food waste for composting weekly from both sites.
- **Dover-Foxcroft TS** and **Oakland TS** both manage food waste collection and composting on site.

In June we met with Ms. Herbig, Transfer Station Manager Lottie Rolfe, and ScrapDogs Community Compost co-owner Davis Saltonstall to discuss logistics for establishing a food waste drop-off site at the Belfast Transfer Station. We reached consensus on some details, while also establishing a relationship in which Ms. Rolfe and Mr. Saltonstall would work together to position collection bins, establish tipping schedules, and address any problems that arise.

ScrapDogs proposes a one-year pilot food waste drop-off Compost Station at the Belfast Transfer Station. In summary, ScrapDogs will offer two ways for Belfast residents to dispose of food waste for composting:

1. Public Drop-off allows anyone who is entitled to use the Transfer Station to collect food waste in their own containers and dump them into lidded, 35-gallon totes provided and maintained by ScrapDogs.
 - Cost to the City is \$45 per ton of food waste collected, billed quarterly and capped at a total of \$1,400 for the pilot program year.
2. Subscription Service allows customers to pay a monthly fee to ScrapDogs to drop-off designated 5-gallon buckets in a separate palletized container, and to collect clean buckets and up to 20 bags of compost per year.
 - No cost to the City

The total combined footprint of the proposed Compost Station is approximately 4'x 20'. ScrapDogs will post clear instructions about what waste is acceptable for composting. ScrapDogs will pick up all food waste one to three times per week, as needed and agreed upon with the Transfer Station staff. ScrapDogs will regularly clean containers and the compost area and insure that fresh buckets are consistently available.

Summary of companies that collect food waste in the Belfast area

NOTE: The information below was collected in late 2023, and some details are now out-of-date.

	Agri-Cycle	Chickadee Compost	ScrapDogs
Cost	Approx. \$200-250 per month – includes \$20-25 hauling fee per pick-up; \$8-9 per tote emptied	\$75-80 per ton tipping fee, plus cost of transport of waste to Searsport and cost of tote bins at Belfast Transfer Station <i>(Contingent on Searsport contracting with Chickadee and agreement with Belfast to transport waste)</i>	\$45 per ton; \$9 per pick-up if subscriptions included
Space needs	2 or more 64-gallon lidded totes	2 or more 64-gallon lidded totes	4 bins: 20 x 3.5 ft.
Operation	Empty totes 1-2 times weekly; more often as needed	Belfast to transport waste to Searsport. Searsport to transport combined waste to Surry.	1-2 pick-ups weekly; 3 in summer
Location	Transfer station or other monitored site	Transfer station or other monitored site	Transfer station or other monitored site
Offers paid subscription with finished compost	No	Yes	Yes - \$10 monthly
Provides signs with clear use instructions	Yes	Yes	Yes
Similar towns served	Brunswick, Yarmouth	Searsport?	Rockland/Camden, Waterville

1. Agri-Cycle, South Portland, ME

a. Notes from conversation with Greg Williams, Director of Waste Solutions, Jan. 2, 2024

Agri-Cycle could easily set up a food waste collection site in Belfast. Their trucks already make stops at businesses in Belfast (e.g., Ducktrap River and Hannafords) and are headed north to Exeter, ME to deliver the waste. Agri-Cycle provides waste hauling service in urban and rural municipalities all over New England. Towns similar to Belfast include Yarmouth, Biddeford, and Brunswick.

The transfer station would be an ideal location for a “clean food scraps only” drop-off. In some towns that they service (e.g., Brunswick) locations like community centers are feasible, but especially at the beginning, it is best to set up drop-off in a location that is closely monitored. The company does offer the option to include packaging (except glass) with food waste, but these programs work best in settings like food banks or grocery stores.

Agri-Cycle partners with a dairy farm in Exeter that runs a huge anaerobic digester where a mixture of food waste and cow manure is broken down by microbes over a 20–30 day period to produce lots of methane. The methane is captured and used to produce all the electricity needed to run the farm. The digester also produces heat for farm buildings, liquid fertilizer for crops and pasture, and bedding for cattle. Finished compost is not made available outside of the farm.

About plastics: The farmers have a strong vested interest in keeping contaminants out of their soil and water. They routinely test for PFAS and other harmful compounds/microplastics. Tests regularly show low levels of PFAS and insignificant trace amounts of other contaminants.

An Agri-Cycle food waste collection site is a kiosk with 64-gallon lidded totes and detailed information about how users should dispose of waste and how food waste is processed. Fees include a \$20-25 hauling fee per pick-up (cost depending on how convenient the site is for the trucks' established routes) and a \$8-9 tipping fee per tote emptied. Most towns have food waste picked up once or twice weekly. Schedules can be flexible based on demand. Greg estimated that the cost for three totes emptied once a week at the Belfast transfer station would be \$200-250 per month.

He emphasized the importance of education and raising awareness in the community to get buy-in before setting up a site. Clear signage at the site is also key. Agri-Cycle has worked with communities that have gotten grant support from Maine DEP, the Natural Resources Council of Maine, and the Mitchell Center. Also, the company has a long-time partnership with Hannaford, which has expressed interest in finding ways to provide financial support for communities. The town of Buxton recently received a grant through the DEP and Hannaford is also contributing.

b. Photos –Agri-Cycle food waste drop-off sites and Digester Site

Town of Brunswick, ME Waste Management and Reduction:



Anaerobic Digester in Exeter, ME



2. Chickadee Compost, Surrey, ME

a. Notes from conversation with Kate Tomkins, founder and owner, Nov. 30, 2023

- Does your service area include Belfast? Not at this time. Primarily Deer Isle, parts of the Blue Hill Peninsula, and Ellsworth. Composting site is in Surry.
- A contract with Searsport is pending, but only if the town provides its own toter bins for food waste and agrees to drive them to Surry.
- Chickadee will be charging Searsport the standard rate for their waste - \$75-\$80 per ton.
- Question: Could Belfast work with Searsport to drive the two towns combined food waste to Surry? Chickadee has stated that Belfast is outside their normal service area and they could only accommodate our food waste if it is collected in Belfast and driven to Searsport for transport to Surry with Searsport food waste.
- Municipal Review Committee: Searsport is not a member; but Belfast is. Kate was told by the Blue Hill select board and transfer station that once material is left at an MRC member's transfer station, it belongs to the MRC and cannot be removed from the property.
- Email inquiry re the above sent to Michael Carroll, Executive Director of the MRC on December 1, 2023.
- What is your practical role in managing food waste composting? Users pay a monthly fee to drop off their food waste. They then get a free bucket of compost each spring and fall.
- Chickadee's other composting program involves food scrap swap sheds set up at locations like the Blue Hill Co-op. Users pay a monthly fee to drop off their food waste. They then get a free bucket of compost each spring and fall. She offers roughly 50% discounts to schools, 25% to non-profits, and is flexible with towns.
- Do you have experience with applying for grants to support composting? Kate received two \$40K grants from the solid waste program at the Maine DEP and she knows Mark King well.

b. Photos of composting operation



c. How It Works - <https://www.chickadeecompost.com/how-it-works>

Business Accounts: Larger businesses and organizations can subscribe to our food scrap pick-up service. We come to you for pick-ups on a set schedule and leave clean bins for you to fill as needed. The cost of this service varies based on location and quantity of scraps. Contact us for more details.

Household Accounts: Community food scrap swap sheds are now available in Sedgwick, Blue Hill, and Surry! You can pick up clean buckets and leave your household food scraps at one of our sheds, and we'll take it from there.

Finished Compost: Finished compost sales are ongoing from April 1st to October 31st, or unless we sell out. Compost orders are offered to existing food scrap subscribers first, before the website opens up to the general public. There are times where we sell out for a few weeks, but please don't be discouraged, there is always more coming. It may just be that we need some time to catch up on screening and delivering compost before we can take any more orders. The Chickadee Store will always have the most up to date info on what is available for sale in real time.

Together, we are reducing our community's greenhouse gas emissions, improving our soils, saving our towns' money, and keeping valuable resources local. Thank you!

3. ScrapDogs Community Compost, Rockland, ME

a. Notes from email communication with Davis Saltonstall, co-owner, Nov. 28, 2023

Below is a photo of our drop-off station at Midcoast Solid Waste (the Rockport Site). They are open Tues-Sat 8-4. You are welcome to visit any time during regular business hours. It is our most popular community site AND will be getting an upgrade due to a steady increase in users over the past few years. We have over 100 paying subscribers at the site and countless community members using the "free" drop. The bins will be retired this winter when the system is replaced. (We're working with the High School to build a shed made from reclaimed, deconstructed materials).

To start in Belfast, we'd like to install a palletized system like the one in the photo and upgrade to a shed once we have the users to justify it. We've installed these kinds of palletized containers at no cost with four other towns and transfer stations. One pallet for clean buckets, a second for buckets full of food waste, a third for finished compost givebacks, and a fourth for large public totes. Each pallet is 40"x48", and when lined up in a row, the total space required is ~3.5'x20'. The system keeps waste off the ground, keeps out critters, keeps 5-gallon buckets organized, and is easy to move with a forklift / pallet jack.

It is our preference to run a subscription service in conjunction with a public drop. We find, generally, that public drop off sites promote accessibility and, often though not always, drive traffic to our subscription run service as well. Buckets from "subscribers" to our service are collected at no cost to the town. Public totes are collected on a per-pickup or per-ton basis. We would be willing to match our rate for MCSW at \$45/ton, approximately \$9 per pickup if Belfast chose a blended "subscription/public" option with us. Because we have existing customers in Belfast, we have the current capacity to service the containers twice a week, if needed. Likely in the summer we will add an additional commercial route in Belfast/Lincolnvile that will enable us to be there three times a week. We currently service most of our drop-off stations once or twice a week.

The transfer station could choose to be "subscription only" or "public drop only" if it wanted to. "Subscription only" would be no cost to the town. "Public Drop Only" would require per pickup pricing, currently \$22.50 per pickup for registered non-profits.

"Problems" mostly involve contamination of public containers. We certify our compost for organic use and cannot accept compostable plastics, to-go containers, or coated papers (coffee cups, etc.)- in addition to typical non-compostables. For the most part, these issues have been handled using additional signage and by removing contaminants by hand. Otherwise, the model for honor-system bucket swapping and compost pickup has worked incredibly well for us!

I've attached a brief explanation of how this might work at a transfer station generally. If the city is interested in discussing how it could further divert food scraps from MSW, I'd happily contribute some thoughts. There are a couple examples in the state of municipalities subsidizing similar programs and others where the municipality covered the cost of commercial pickups from restaurants and other larger food waste sources.

b. Photo of drop-off site



c. Information provided by ScrapDogs:

Composting Food Waste at Transfer Stations

By ScrapDogs Community Compost
Updated 11/28/23

**Introduction**

Based on a 2011 study by the University of Maine, roughly 20% of the material currently sent to incinerators and landfills across the state is food waste. In order to tap into this wasted resource, ScrapDogs collects food waste from transfer stations, homes and businesses; carts it to its off-site composting facility; and returns it as compost to local customers. The potential benefits of such a program are numerous in their potential savings and value to the community.

Why Compost Food Waste

Composting food waste instead of sending the material to an incinerator minimizes costs and provides an additional resource to the transfer station; reduces CO2 emissions associated with the material's hauling, burning, and disposal; and builds richer soils!

Program Overview

ScrapDogs proposes a two-tiered approach to tackling composting at transfer stations. In this hybrid model, residents have the option to dispose of their waste at no cost (the "tipping model"), or to pay a monthly subscription fee and receive complementary finished compost in the spring (the "subscription model"). The aim of providing this hybrid model is to help to support the growth of compost practices generally and reduce risk (and cost) to the transfer station. The details of each are described below:

Tipping Model

In this model, customers bring their food waste into the transfer station in their own containers and dump the material into 35-gallon toters (see image at right) at no cost. These toters have easily closed lids and wheels for easy handling and odor and pest control. The toters will be labeled with instructional signage to make clear which toters are in use and how to best use them. As these toters are filled, they will be closed off to customers and carted away on a regular schedule.

**Subscription Model**

In this model, customers will sign up online to become "drop-off subscribers." They will pay ScrapDogs a monthly subscription fee (approx. \$10) and receive clean 5-gallon buckets (see image at right) and educational information at their homes.



They will then use these 5-gallon buckets to bring their food waste into the transfer station. They will leave their full bucket at the designated drop-off area and pick up a clean bin to bring home. The full buckets will be carted away with the toters on the same schedule. They will be able to order finished compost for pickup at the transfer station (in small bagged quantities) or have it delivered bulk to their home.

In both models, customers bring their food waste into the transfer station and dispose of it in a designated compost location, roughly 3.5'x20'. Labor required by transfer station staff is minimal, consisting of providing information to customers at the gatehouse and occasionally closing toter lids and maintaining basic organization at the designated compost location. Both toters and buckets are carted away on a regular schedule determined by the volume and speed of incoming material. ScrapDogs is responsible for loading the toters and buckets onto the outgoing trailer, cleaning the containers and compost area, and ensuring the transfer station stays consistently stocked with fresh toters and buckets.

What Can Go in the Bins

Close to all organic material produced as waste can be composted. This means any plant or animal material, unlined paper products, dairy and cooked foods. For a full list of what we can accept, you can visit our website: www.scrapdogscompost.com.

Education and Marketing

As a joint endeavor between ScrapDogs and the host transfer station, new composting programs are advertised and introduced to the community by the two entities in collaboration. Potential educational and marketing efforts include:

- A coordinated mailer / email sent to residents of towns served by the transfer station explaining the program and how to participate;
- A press release to local news outlets announcing the program and its benefits;
- An educational seminar lead by ScrapDogs and public forum to educate the community and encourage engagement in the program;
- Informational signage and materials at the transfer station indicating how to participate effectively, including home/backyard composting options, and why it is so important.

Economics

The introduction of composting to the transfer station will not only reduce waste and emissions and improve the local ecosystem, but should reduce costs incurred by the transfer station for waste disposal.

ScrapDogs covers the cost of any material dropped off at the transfer station by its monthly subscribers. Any material that is collected in 32 gallon toters **is carted at a rate of \$45 per ton**. Through this blended model, the transfer station's effective tipping fee could, in fact, be much less than \$45 a ton.

Considering that most tipping/hauling rates are upwards of \$100/ton, this is quite a savings!

Expectations and Evaluation

ScrapDogs aims to demonstrate the potential cost savings and revenues associated with food waste collection at transfer stations in order for its program to continue and grow. Program performance is reviewed annually and total diversion metrics are shared with the transfer station.

At any time during the operation of the program the transfer station may give ScrapDogs a one-month notice of cancellation and withdraw from the service agreement.

ScrapDogs Community Compost
12 Moran Drive, Unit D
Rockland, ME 04841
hello@scrapdogscompost.com, 207-977-2727

ADDITIONAL NOTES

About ScrapDogs Community Compost:

ScrapDogs Community Compost is a budding composting operation founded by Davis Saltonstall and Tessa Rosenberry, with the goal of minimizing waste sent to landfills and incinerators. Davis and Tessa are passionate about environmentally intelligent systems, and are working to encourage a happy, healthy, and resilient food and waste system in Maine.

ScrapDogs is a residential and commercial carting, production, and sales operation. We collect food and yard waste from midcoast residents and businesses, process them into nutrient-rich, beneficial compost, and return or sell the finished product locally. Collection and processing began in the summer of 2018.

Notes on Our Processing Facility:

ScrapDogs operates a DEP permitted composting facility in Washington, Maine and occasionally works with other composters in the region to compost food scraps. Opened in May of 2023, ScrapDogs' facility is in the process of being certified by MOFGA to sell its finished compost for organic use. It expects to be certified over the course of the 2023-2024 winter.

Resources and Links on CO2 Reductions:

Compost Council CO2 Reduction Explanation
<http://compostingcouncil.org/wp/wp-content/uploads/2015/12/GHG-and-Composting-a-Primer-for-Composters-final.pdf>

Article on Composting Manure
<https://link.springer.com/article/10.1007/s10705-005-1268-5>

Community Composting Survey Results

	Yes	No	Maybe
Do you live in Belfast, Maine?	46	5	
Would you like the City of Belfast to establish a community drop-off site for food waste to be composted?	51	0	0
Would you take compostable food waste to a community drop-off site if there were a \$10 monthly fee and you could receive finished compost in return?	17	18	16
Would you take compostable food waste to a community drop-off site if there were no cost to you?	33	7	6
Do you currently compost your food scraps?	At home: 21 By subscription: 7	7	

What would encourage you to collect food scraps at home and bring them to a central site?

- I already compost all of our home consumption of food waste, along with 200-300 gallons of additional compost each year from garden waste, chips, leaves and seaweed.
- I already compost at home.
- Less waste happening. I live in apartment and can not afford to have dog compost im also lower income.
- I have done this for 20 years, education especially what to do in warm weather, or if there is an issue with wildlife getting to the compost
- having a site available to me, even though not a Belfast resident
- I have a compost bin, so don't need the service.
- Convenience
- right now I pay for composting, so I would use anything free or inexpensive
- I have my own compost pile that we use regularly so I am not particularly motivated to do this but I am very supportive of this being a community resource!
- Just having it available. We already compost, and it's easy enough to drop them off somewhere.
- Less waste for dump, better for the environment
- I compost at home but feel that a site should be available to all in town
- I would do it in winter when I can't get to the compost bin I have outdoors
- I want compost for my vegetable garden
- We already do.
- nothing, as I compost at my home
- Existence of such a site
- If there were no charge.
- I eat A LOT! of vegetables. Don't need encouraging
- knowing it would help the planet
- to do my part decreasing methane
- i already compost at my garden plot
- already do for climate and soil health
- If drop off days and times were available to me
- Low or no cost

- Accessing a central Belfast site for drop offs.
- I already know that composting is important, no encouragement is needed.
- already collect them and compost at home
- Do it already. But, I think that free buckets are always an incentive
- I already collect food scraps at home but having a central place to put them would be great!
- It would depend on location -- i.e., how long it took to get to the drop-off site.
- Convenience. I currently drop off my compost in Northport using Scrap Dogs.
- We live at Cohousing and already have a good composting program.
- Composting food scraps lowers other garbage fees.
- Location location location, plus convenient hours
- Just knowing where you are! I so dislike throwing out our food scraps
- receiving compost in return!

Could you suggest a convenient drop-off site?

- Transfer Station or Wales Park
- Transfer station but not sure i trust the workers to take care of it and needs to be a way to make it so it doesnt attract rodents.
- No idea
- Belfast Transfer station
- Transfer station
- Transfer station
- Transfer station or city park
- Transfer station
- Somewhere downtown, a centrally located site, or we could have satellite sites in different neighborhoods. A pickup truck with a lined bed would do the trick.
- Some where near the transfer station?
- Transfer station, Walsh field area
- UU or Co-op
- Boathouse
- Erin Herbig's office.
- The YMCA
- ? Not sure what details might have to be there
- Transfer station
- Perhaps the parking lot on Spring St. behind the Belfast Co-op. There are two dumpsters there already.
- It would be great if it could be in the same vicinity as the transfer station. No suggestions.
- The transfer station, over by where they put the yard waste.
- Transfer Station
- The current dump
- In the "MUCK" parking area or as part of the Transfer Station complex--perhaps next to where leaves, tree limbs, etc., currently are dropped.
- The transfer station
- Transfer Station
- Don't know
- collaboration with City Park or Grow waterworks community garden or Peace Ridge Sanctuary? (I've seen their donkeys by the little river walk by the transfer station!)
- at transfer/dump station
- Belfast city hall

Any comments or questions?

- I would be happy to give volunteer assistance to this effort.
- I compost our food scraps at home so I don't need this service but I strongly support it for others.
- This is greatly needed and if there is no place to dump it would love the town to figure out a deal with scrap dog I would pay for that if it's a bit cheaper
- I have a large garden and do my own composting, so I would likely not use this service, but I think it is a great resource for those who do not compost at home.
- Tx!
- thanks for this work.
- Thanks for working on this!
- This is a great idea. Not long ago, some people from a local farm were trying to get a composting service going. I don't know what happened to that effort, but we thought it made a lot of sense. It would encourage everyone to compost without having to have a compost bin in your backyard.
- LOVE this idea! I have been composting for many years in my life and I am upset that I haven't been able to, due to the over population of rats right now! Would be very grateful for this program!
- Even tho I wouldn't use this service, I'd hope that others who don't want to or can't compost at home would use it.
- Would like to keep organic and non organic vegetable scraps separate - to be able to have organic compost from organic vegetables
- I'd love to see this happen
- restaurant owners are very interested in finding a place to compost food waste
- why not just add a compost spot at transfer station?
- Great idea because my composter gets full and I'd love to bring my scraps when it does..
- I don't have a garden so I have no use for compost, but many people do have gardens and could use whatever composting materials I have on hand.
- This is a great idea. Thank you for continuing this process.
- This would be very useful and beneficial to the community and environment.
- I am totally in favor of this suggestion.
- Thank you for doing this!
- Would like yard/green compost drop off, pick up...
- I live at the Ecovillage and we compost there. It would be great for others to have the opportunity to compost in Belfast.
- thank you! Please email if this comes to being! motherworstmoon@gmail.com
- I like knowing what is in the composted material that I use in my garden

MRC Research Highlights

Collection Site	Municipalities	Contact	Position/Title	Phone	How handle food waste?	MRC comments
Current						
Mid-Maine SWD	Corinna, Dexter, Exeter, Guilford, Sangerville, St. Albans			924-3650	Collect food waste in 5 bins. Agri-Energy contracted to tip and haul to Exeter anaerobic digester.	
Waldoboro TS	Cushing, Friendship, Waldoboro	Will Pratt	Assistant Director Public Works	832-7850	Collect food waste to fill 6-8 barrels each week, transport to Lincoln County Recycling for composting. Finished compost offered to reward frequent users and for sale.	No conflicts with MRC because of composting. Although sorting and anaerobic digestion systems would be great if they begin, will continue composting food waste because pulls out bulk from waste otherwise headed to the landfill.
Wiscasset TS	Alna, Westport, Wiscasset	Dave Gagnon	Manager	882-8231	Collect food scraps in plastic bins emptied weekly by Lincoln County Recycling. Lots of people use service but messy and attracts rodents, porcupines etc.	In the process of going back to Fiberight in Hampden and then everything will go to them including recycling. Referral to Brian @ Lincoln Co. who said Lincoln Co. will continue to collect food scraps after Fiberight even if they have to do it elsewhere.
Dover-Foxcroft TS		Ken Healey	Solid Waste/Transfer Station Director	564.7940	Manage compost pile on site. Staff and regular patrons monitor rules (no meat, branches, flowerpots, manure, etc.). Has existed 14 years at least; vermin aren't problem.	
Oakland TS				465-4732	People bring food waste to TS. They turn and maintain pile. No problems. Finished compost free to public in spring.	Website says joined MRC and will haul trash to Fiberight.

Collection Site	Municipalities	Contact	Position/Title	Phone	How handle food waste?	MRC comments
Past						
Cherryfield TS	Beddington, Cherryfield, Deblois	Allen	Attendant	546-2941	Stopped taking food and yard waste two years ago. Lots of people used the service.	
Eastern Maine Recycling	Southwest Harbor, Swans Island, Tremont, Trenton	Lee Worcester	Owner Eastern Maine Recycling	244-9033	Allowed food waste in pile of mostly yard waste. Biggest problem was odors. No animal problems if pile turned properly.	When MRC reopens in Hamden, everything except yard waste will go to them.
Future						
Bar Harbor TS					Some talk of food waste recycling	
Garland TS		Lori J. Keefe	Administrator/ Treasurer	924-3163	Composting considered but tabled last year as other transfer station projects took precedence. Plan to compost on site.	

Collection	Municipalities	Contact	Position/Title	Phone	How handle food waste?	MRC comments
Notable comments regarding the MRC from municipalities that do not collect food waste for composting						
Pine Tree Waste pick-up	Holden	Benjamin Breadmore	town manager	843-5151	Bio-waste goes to MRC. Town manager believes some of Holden's trash going to MRC facility on a very small scale.	
Casella pick-up	Orono	Megan Hess	Environmental Services Manager	866-5062	Does not sponsor a food waste compost program, food scraps were a necessity for the MRC Hampden facility...waiting for that facility to be up and running again.	
	Piscataquis Co.				<i>The Piscataquis Observer</i> , 12/26/23: Commissioners signed contract with GRACE plant (formerly PERC) in Orrington to accept waste from unorganized territories in County.	



Community Compost Station

*Food Waste Diversion and Recycling
A 1-Year Pilot Proposal for Belfast, Maine*

Prepared By

Davis Saltonstall

Co-Owner @ ScrapDogs Community Compost

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Proposal Brief

Based on a 2011 study by the University of Maine, roughly 20% of municipal solid waste is food and nearly half of municipal solid waste is potentially compostable.

ScrapDogs proposes a year-long pilot program at the Belfast Transfer Station in which food waste is source-separated by residents, dropped off at the transfer station into palletized containers, collected and transported off-site by ScrapDogs on a regular schedule, and returned as compost to local customers.

The goal of this pilot is to test its effectiveness at diverting food wastes and to provide the City of Belfast with data for any future decisions regarding food waste diversion efforts at the transfer station.

How It Works

ScrapDogs proposes a two-tiered approach to tackling composting at the transfer station. In this hybrid model, Belfast residents have the option to dispose of their waste at no cost (the "tipping model"), or to pay a monthly subscription fee and receive complementary finished compost in the spring (the "subscription model"). The aim of providing this hybrid model is to determine rates of adoption for each method of disposal, help to support the growth of compost practices generally, and reduce risk (and cost) to the transfer station.

Tipping Model

In this model, customers bring their food waste into the transfer station in their own containers and dump the material into four 35-gallon totes (see *image at right*). These totes have flip-top lids and wheels for easy handling, are leak-proof for odor and pest control, and have labels with instructional signage outlining accepted and forbidden materials. They will be stored on a pallet and take up a footprint of approximately 4'x4'.

ScrapDogs hauls food waste collected in totes on a regular schedule: 1-3 times per week, depending on how quickly the totes are filled. When collected, ScrapDogs will inspect the totes for cleanliness, pressure-wash the containers if needed, and line the interior of the container with sawdust or shavings.

Costs of the tipping model are covered by the Belfast Transfer Station. If co-located with a subscription drop-off, ScrapDogs will only charge \$45/ton for food waste collected in the totes. ScrapDogs will bill for food waste collected quarterly. **To reduce risk to the transfer station, ScrapDogs will cap its total annual charges to the transfer station at \$1,400 for the pilot.**



Subscription Model

In this model, customers sign up online to become “drop-off subscribers.” They use ScrapDogs-branded 5-gallon buckets to collect food waste from their homes and bring it to the transfer station.

Once at the transfer station, subscribers drop their bucket into a palletized container for “drop-offs.” They will then pick up a clean 5-gallon bucket from a separate palletized container for “pick-up.” Then, if they’d pre-arranged for a compost swap, they’ll pick up bagged compost from a palletized container for “compost givebacks.” Each of the three containers has a footprint of approximately 4’x4’. The footprint of the total subscription model is approximately 4’x15’.

Drop-off subscribers arrange for payment of their subscription (approx \$18/mo) directly with ScrapDogs. **There is no cost to the transfer station for operating this model.** Subscribers are eligible for unlimited bucket swaps during operational hours of the transfer station and up to 20 bags of compost as part of their subscription. Usership of the drop-off station is on the honor system and evaluated quarterly by ScrapDogs for free-ridership based on buckets-served to active subscriber ratios. ScrapDogs will not cap the total number of subscribers during the pilot.



The total combined footprint of the proposed, hybrid-model Compost Station is approximately 4’x20’.

Labor required by transfer station staff will be minimal, consisting of providing information to customers at the gatehouse, occasionally closing toter lids at the designated compost location, and (potentially) weighing ScrapDogs vehicles as they enter and depart the facility. ScrapDogs will be responsible for loading the totes and buckets onto the outgoing trailer, cleaning the containers and compost area, and ensuring the transfer station stays consistently stocked with fresh totes and buckets. Any and all other questions or concerns from the public can be directed to ScrapDogs.

Proposed Pickup and Service Schedules

1 Pickup Day Per Week

Ideally Monday, Approx Noon (Thursday pickup is possible if access outside of business hours is not permissible)

1 ScrapDogs Team Member, Pickup Truck + Dump Trailer with Hydraulic Lifts

All containers are emptied into the ScrapDogs trailer on site. The trailer is gasketed so that wash water for totes (if needed) can be emptied into the trailer as well. Dirty 5-gallon buckets collected are transported off-site to be cleaned in a high-temperature dishwasher.

Service time: ~ ½ hour each visit

2 Pickup Days Per Week (IF NEEDED)

Ideally Monday and Wednesday (Tues/Thurs pickup possible if access outside business hours is not permissible)

3 Pickup Days Per Week (IF NEEDED)

Ideally Mon, Weds, Fri (Tues/Thurs/Fri pickup possible if access outside business hours is not permissible)

Pilot Program Review and Draft MOU

ScrapDogs will issue waste collection data to the Belfast Transfer Station upon request and issue a review of the program after one year. For details on a draft MOU please see the attached.

DRAFT SERVICE AGREEMENT / MOU

BY THIS agreement between ScrapDogs Community Compost, LLC ("ScrapDogs") and the City of _____ ("The City") on _____,

WHEREAS The City is required by Maine law to provide for the transfer, recycling and disposal of municipal solid wastes generated by residents, institutions and businesses within the boundaries of the City of _____.

WHEREAS The City endeavors to develop practical diversion strategies for materials including organic debris and particularly food wastes, The City intends to enter into a _____ year program, hereinafter called the "project" with ScrapDogs Community Compost to evolve an efficient strategy for the diversion of food scraps from the waste stream otherwise committed to _____.

THEREFORE, The City and ScrapDogs for the considerations hereinafter set forth do hereby agree as follows:

1. SCOPE OF WORK

ScrapDogs will carry out to the best of its abilities the scope of work described in the proposal entitled " _____ " which is attached as Appendix A to this MOU.

2. TERM

This agreement shall commence on _____ and continue through _____.

3. EQUIPMENT

ScrapDogs will procure equipment utilized for this project, as described in Appendix A; including the purchase of 5-gallon buckets, ~32-gallon totes, and any additional infrastructure necessary for building out the compost drop off location described. All equipment procured by ScrapDogs will be maintained by ScrapDogs.

4. TRANSPORTATION

ScrapDogs will be responsible for the transportation of collected food waste from The City to a designated composting facility of ScrapDogs' choosing.

5. PRICING

The tipping model proposed in the project will operate at a cost of \$45/ton to the City of _____. Individuals who choose to utilize the drop-off station will contract directly with ScrapDogs Community Compost. Service pricing ScrapDogs renders for the City of _____ outside the scope of work of this MOU will be negotiated in good faith between the two parties.

6. PAYMENT TERMS

Should ScrapDogs render additional services to The City, The City shall make payment within thirty

(30) days from the date of invoice. Any invoices that are overdue shall bear interest at a rate of 1.5% per month, and ScrapDogs is entitled to recover all costs and attorney fees incurred to collect such unpaid invoices from The City.

7. CHANGES IN WORK

Should the nature of the project change over the course of this agreement, ScrapDogs and The City shall make additions to the scope of work by mutual written agreement. The provisions of this Agreement, with appropriate changes in the project costs and completion schedule, shall apply to all additions.

8. PROJECT REPORT

ScrapDogs agrees to generate a final report upon the completion of the project. ScrapDogs will provide quantitative reports on volume and weight of food waste carted and estimated volume of compost produced.

9. TERMINATION

This Agreement may be terminated by either party upon thirty (30) days written notice to the other party. In the event that vector or odor problem persists due to insufficient collection by ScrapDogs, the MOU can be terminated within one week following written or digital notification.

10. INSURANCE

ScrapDogs has provided proof of insurance in Appendix B.

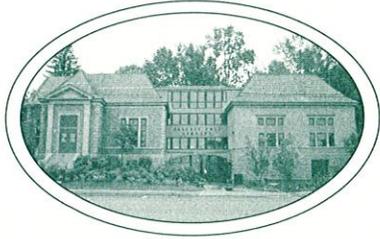
Representative, ScrapDogs Community Compost

Date

Representative, City of _____

Date

10.F



BELFAST FREE LIBRARY *www.belfastlibrary.org*

106 HIGH STREET • BELFAST, MAINE 04915 • 207-338-3884 • FAX: 207-338-3895

TO: City Manager Erin Herbig and City Council
FROM: Library Director Steve Norman and Library Trustees
SUBJECT: SolarLogix HVAC proposal
DATE: July 8, 2024

A handwritten signature in black ink, appearing to read "Steve Norman", written over a horizontal line.

On June 25, SolarLogix presented a proposal for a new VRF heat pump-based HVAC system for the library at a meeting of the Library Trustees.

The Library Trustees unanimously voted to approve the proposal from SolarLogix and to proceed as quickly as possible in order to benefit from the significant Efficiency Maine rebate available now (reducing the project cost from about \$575,000 to \$202,000).

As you are probably aware, the library has been actively researching and preparing for a new HVAC system for several years. All of the prior investigation informed the decision of the Library Trustees to accept the proposal from SolarLogix.

We request the chance to meet with the City Council at the earliest practical date in order to discuss this HVAC project.

Thank you very much.

Manda Cushman

From: Santerre, Jan <Jan.Santerre@maine.gov>
Sent: Thursday, June 27, 2024 3:31 PM
To: Manda Cushman; Michael Hurley
Subject: 2024 Project Canopy Assistance grant

June 26, 2024

Mike Hurley
Chair
GreenStreets! City of Belfast
171 High Street, Suite 2
Belfast, ME 04915

Dear GreenStreets! City of Belfast:

We are pleased to announce that you have been approved for a 2024 Project Canopy Assistance grant of \$10000 through the Project Canopy Assistance Program. Congratulations! This award is 100% of the requested amount. Project Canopy grants are made available through the U.S.D.A. Forest Service Urban and Community Forestry Program CFDA 10:675.

The grant award is contingent on the GreenStreets! City of Belfast's ability to meet the following conditions:

- Ensure that Project Canopy, the USFS, and community forestry are promoted through signage, literature, and any media.

An award packet with the project agreement and the MFS general assurances will follow this notification and will be sent by Adobe Sign through e-mail. **Please digitally sign your contract. Once fully executed you will receive the signed copy from Adobe Sign.** If you are not the person who should sign the document, please share the contact information for the signatory so the documents can be sent directly. Forwarding may not work. **No work may begin on the project until both the agreement and the general assurances have been signed by both parties.** Please retain copies of all documents for your records. Any questions regarding grant terms and conditions may be addressed by contacting Jan Ames Santerre at 207-287-4987.

We look forward to working closely with you. Please let us know if we can be of further assistance.

Sincerely,



Patty Cormier
Director, Maine Forest Service

Jan Ames Santerre
Project Canopy Coordinator

1/3

**2024 PROJECT CANOPY ASSISTANCE
TREE PLANTING AND MAINTENANCE**
USDA FOREST SERVICE-URBAN AND COMMUNITY FORESTRY CFDA 10:675

Applicant (Entity Name): GreenStreets!
 *Designated Representative: Michael Hurley
 Title: chair
 Address: 171 High Street
suite 2/ Belfast/ Maine 04915
 Phone Number: 207-338-1975 Email Address: mike@pilut.com
 Applicant's SAM Registration number (UEID): Belfast 01-6000022

Previously Received Community Forestry Assistance Funding Yes No
 Does your community have a comprehensive plan? Yes No

Date certified by Department of Agriculture, Conservation, and Forestry: _____
 Short Project Title: PENOBSCOT TERRACE

Budget:
 (Refer to the Project Canopy Planting and Maintenance Grant guidelines)

GRANT REQUEST					LOCAL MATCH	
Tree Species	Dia.	No.	S/ tree	Total cost	Matching Items	\$ Value
SEE LIST				\$ 0.00	Trees 5 LOCUSTS @ 350.00	1750.-
ATTACHED				\$ 0.00	1 Year Maintenance	2000.00
				\$ 0.00	Mulch, supplies, other materials	2700.00
				\$ 0.00	ARBORIST ADVISOR	1300.00
				\$ 0.00	20 Hours @ 65.00	
S Total Tree Cost				5386. \$0.00	ADMIN	990.-
Other Reimbursable Costs					Volunteer labor, administration, equipment (hourly rate \$ X #hrs) =	
PLANTING LABOR					120 HOURS @ 25.00	2500.-
Maintenance				4614.00	EXCAVATOR Trucks	1500.-
Mulch, supplies, other materials					LABOR BY P.W.	720.-
TOTAL GRANT REQUEST				\$1000 0.00	TOTAL MATCH (> or = grant request)	\$0.00

13,460.00

Name of local State Senator(s) CHIP CURRY
 Name of local State Representative(s) JAN DODGE

3/3

Project Canopy
Community Capacity Checklist

GreenStreets! BECFAST
2024
maine



Please rate your community's capacity for urban and community forestry management. Put a check mark next to each capacity component that applies to your community.

1. Inventories and management plans:

Community has a tree and forest management plan updated within the last 5 years developed from professionally-based resource assessments and inventories.

2. Professional staff:

Community employs or has written agreement with professional forestry staff who possess at least one of the following credentials: degree in forestry or related field, and ISA certified arborist or equivalent professional certification.

3. Tree care ordinance:

Community has local ordinances or policies that focus on planting, protecting, and maintaining urban and community trees and forests.

4. Local advisory /advocacy organization:

Community has local advocacy/advisory organizations such as active tree boards, commissions, or non-profit organizations that are formalized or chartered to advise and/or advocate for the planting, protection, and maintenance of urban and community trees and forests.

New Tree Canopies for the City of intown Belfast

Review of past projects including 2023 and proposed Penobscot Terrace planting for 2024



Belfast has a long-standing reputation for beautiful green spaces dating all the way back to the early 1900s with the creation of the Belfast Village Improvement Society, a group of dedicated women who were the moving spirit in making the City's streets and public places more attractive and inspiring many civic improvements including planting trees in the Belfast City Park. The City's downtown and neighboring streets have evolved and developed since that time; yet the City's tradition of tree advocacy has continued through the years. In the 1980's a civic minded collection of volunteers created a group called "GreenStreets!" whose focus has been to plant trees in the parks and streets of Belfast. Their long term-goal to protect City street trees prompted the Belfast City Council to adopt a City Tree Ordinance in 2003. The Ordinance states that no tree can be planted, pruned or removed without approval from the Tree Warden and City Council. GreenStreets! continues to assist the City today by volunteering their services to assist with mulching and watering trees for each new urban forest project we tackle.

More recently, additional efforts have been implemented to protect each one of our cherished street trees. In 2014 the City of Belfast formed a working group to tackle new tree planting projects which includes the City Tree Warden, City Councilors (who also serve as volunteers for the Belfast Garden Club and GreenStreets!), the City Manager, Assistant to the City Manager, along with guidance from the City Director of Code & Planning, Parks and Recreation Director and a local Arborist. This group works together to oversee and manage any inquiries, requests and/or tree planting and maintenance projects. Through the development of this group, the City has added canopies over the last decade to the Municipal Airport, established an arboretum in our City Park, and along the bus access for the Belfast Area High School following an extreme

cutting. With the award of a 2014, 2015 and 2019 Project Canopy Planting Grant, the City has successfully planted 68 new downtown trees within the City's Bypass which helped replace trees in areas that suffered loss during several hard winters and removals by CMP, a project that could not have been accomplished without the financial support from Project Canopy.

The City of Belfast was awarded a 2020 Project Canopy Planning and Maintenance Grant which afforded the City the ability to work with an arborist to establish a long overdue Street Tree Inventory that included an up-to-date assessment of the overall health of each street tree as well as a ranking to aid the City when trees are being considered for possible removal. This allows the City moving forward to be proactive in its approach to tree maintenance and future tree plantings, ensuring that the decisions we make for the future of our canopy are calculated and well educated. Over the years, decisions regarding the removal of prominent street trees have increased as many trees are aging and beginning to show signs of deteriorating health, this updated tree inventory will provide the City with a clearer vision for our path moving forward and to uphold our mission to plant appropriate trees strategically, and protect, preserve and advocate for the trees in our City. There are now ongoing efforts by GreenStreets! and the Belfast Garden Club to update and expand upon the inventory.

As we move forward, we will continue to work toward our endeavor to maintain and preserve a canopy within our City that will improve our quality of life for our residents and many visitors.

The **latest successful project granted through Project Canopy** was to extend our efforts to plant trees along the City of Belfast Rail Trail and to increase our downtown street canopy with the addition of 15 new street trees. At the November 1, 2022 City Council Meeting the City Council authorized the expenditure of \$5,000.00 for the purchase of new trees along outer High Street where the Belfast Rail Trail is adjacent and exposed to the road. By implementing this new canopy, the City hoped to add protection to pedestrians who are utilizing the Trail, as well as to help insulate the trail from vehicles, noise, salt and plowing, making the Trail safer and more user friendly. Although the trees were purchased outside of the grant contract window, the project was placed on hold until the Spring of 2023 due to the need for additional resources and planning that would need to be required for a successful project. **THIS PROJECT IS COMPLETED AND IN GOOD HEALTH DUE TO THE 2023 GRANT.**



The purchase of the trees ahead of the grant contract shows the City's commitment to the completion of this project and continued support to improve canopies throughout the City of Belfast. Although trees had been purchased there is still much work that needs to be accomplished. The City Council has authorized the Committee to work with the Public Works crew and the City arborist to map out the planting of these trees. Part of this plan will be to have the Public Works crew spread out rocks to approximately 30 feet apart, a tree will be planted between the rocks, and lower growing shrubs will also be planted on both sides of the trees. As part of this project the City planned to also purchase 60 shrubs to provide supplementary shade, improve soil stability, enhance air quality and create habitats for all types of wildlife enhancing the natural beauty of this recreational opportunity and providing the public with a Trail that is easily accessible from the downtown yet feels like you're in the middle of the woods. **THIS WORK HAS BEEN COMPLETED and all trees and shrubs are healthy.**

Additionally, the City has also identified 7 locations in our downtown area where trees needed to be replaced or the addition of a canopy would be beneficial. These new trees will make a direct and positive impact on the community and visitors alike, adding diverse tree canopies within our City's recreational area and streets and public spaces. The Project is an integral component in our decades-long program of community forestry that has encouraged Belfast to plant and protect as



HEALTHY.

many trees alongside streets, in parks, at schools, throughout the downtown area, and along major roads including but not limited to Routes 1, 3, 137, 52 and 141. These efforts have required strong cooperation between local volunteers and the City of Belfast as well as encouraged participation from local schools, scouts, and churches to complete these projects.

By adding these new trees, we expect to increase community engagement and economic development. Helping us to continue to build bridges between the City, local organizations and groups, businesses, schools and individual citizens, solidifying the City's goal of creating and maintaining a long term community forestry program in all areas of our thriving City. **THIS PROJECT HAS BEEN COMPLETED AND ALL TREES ARE**

Project Management for 2024 proposal

2024 project description and management

The area to be planted is along the in-town street Penobscot Terrace. This is a busy urban densely populated area and the site of many low and moderate income housing units with lots of active outdoors people including children. The apartments are in midst of renovations and the street is sorely lacking in trees to soften and protect the neighborhood.

The City’s Manager’s office (Manda Cushman) working with the Public Works Department in conjunction with, the City Council, the Tree Warden, Green Streets! and other local volunteers- along with the assistance from a paid professional arborist will work together to make the appropriate decisions about location, species, planting, and maintenance. Planting will occur in the spring of 2024. The Public Works Department will provide some of the labor, including the backhoe operator and equipment. We will also pay an arborist to implement the planting, mulching, and watering. GreenStreets! will water the trees after planting using its tree watering trailer that it purchased with an MBNA grant they received in 2005.

Publicity

Award of the grant will be publicized in the local newspaper (Republican Journal) and announced at one the of the City Council’s televised monthly meetings along with regular public City Council reports on progress to date which will be shared publicly on the City’s website, Monthly News Letter and Facebook page. We will make a sign thanking Project Canopy and install onsite.

Need for Grant

The City of Belfast has an opportunity, with this grant, to make important and long-lasting improvements to the canopy of the City by adding new canopies to Penobscot terrace and improve the in-town urban canopy. This grant will help us continue to restore some of this loss for the future. At this time the City is limited in funding for new tree plantings, and without this grant we will be unable to achieve the goal of replacing and adding new tree canopies to the needed areas.

Planting & Maintenance Timeline

May 2024	Receive notification of Grant.
May 2024	Finalize planting locations and species; order trees.
June 2024	Dig holes, transport, plant, mulch, and water new and transplanted trees. Publicize planting in local newspapers, Council Meeting, website and Facebook page.
2025	Watering, weeding, mulching

2026	Watering, weeding, mulching, and assess pruning needs.
2027	Watering, weeding, mulching

Furtherance of Project Canopy Objectives

The tree planting made possible by the grant will effectively contribute to Project Canopy and USDA Forest Service goals. By planting new trees where no shade trees presently exist, and locating the trees in prominent entry route locations, the project will greatly improve the appearance throughout the City and provide all of the many benefits that trees are known to provide (e.g., shade, reduced storm water runoff, improved air quality, reduced noise pollution, soil stabilization). This area has been ignored due to it being a low-income area and we want to change that. The newly planted trees promise to improve the local economy, as well, by greatly improving the appearance of our streets leading into our coastal community, keeping this region the inviting combination of quite small town with an active social and cultural life that is attractive to residents and visitors alike. The integration of wonderful places to walk and ride a bike with shaded canopy not only improves the quality of life for our residents but it also attracts many visitors who spend money so needed to support our local economy. The tree planting also offers an opportunity for residents to become involved in a project of clear value to the City, and thereby continues to build itself into a proud community.

Long-Term and Sustainable Community Forestry Management

This project stands to significantly enhance Belfast's community forestry management. It will plant trees in locations that will be in highly visible locations to both residents and visitors who travel to and from our City. This project, like others worked on by the City of Belfast, will also raise community interest in trees, providing a ripple effect in how trees add value to the community. The City has already seen this effect in many other projects such as; in 2014 Belfast High School students marked Ash trees in City Park with purple tape and laminated pamphlets warning the public of the emerald ash borer. And in 2015 local groups including Green Ways Ecology Center, Belfast Garden Club, Friends of Belfast Parks, and Belfast Watershed Coalition in conjunction with the Belfast Parks & Recreation Department have completed the City Park as an arboretum, identifying over 300 trees and creating an aerial pocket map of the trees location and species which were distributed to the public.

Letters of Support attached

Attached are three letters of support: Amanda Cunningham, Executive Director of Our Town Belfast; Dorothy Havey, Executive Director of the Belfast Area Chamber of Commerce; and Megan Pinette, Belfast Historical Society President.

Three-Year Maintenance Plan

Each new tree will be mulched by GreenStreets! volunteers working with the City's Public Works Department at the time of planting. We will shape the mulched area into a bowl to facilitate watering from both the GreenStreets! trailer (the bowl can be filled, and the water allowed to infiltrate the roots). We also use water bags attached to the trees. Trees will be given a protective ring at the base to prevent damage from lawn mowers. Trees will be watered using the GreenStreets! watering trailer throughout the balance of 2023/2024. Watering will continue during the next three growing seasons. Pruning needs will be assessed in the third year, and carried out by the City's Tree Warden and Public Works Department.

Year	Maintenance Activities
2024	Mulching, periodic watering
2025	Periodic watering, weeding, mulching
2026	Periodic watering, weeding, mulching, assess pruning needs
2027	Periodic watering, weeding, mulching

Tree Species List

(Tree species will be picked for suitable street tree aspects/no Ash or Norway Maple or other unsuitable trees will be sourced)

<u>COMMON NAME</u>	<u>SCIENTIFIC NAME</u>
Crabapple	Malus "Adirondack"
Crabapple	Malus "Red Baron"
Yellowwood	Cladrastis Lutea
Thornless Honey locust	"Shademaster" Thornless Honey locust
'Autumn Gold' Maidenhair Tree	Ginkgo biloba 'Autumn Gold'
'Princeton Sentry' Maidenhair Tree	Ginkgo biloba 'Princeton Sentry'
'Shademaster' Thornless Honey locust	Gleditsia triacanthos var. inermis 'Shademaster'
Honey Locust Skyline	Gleditsia Triacanthos
Oak columnar	Quercus Regal prince
Maple columnar	Acer saccharum
Balsam Fir	abies balsamer
White Spruce	Picea Glauca
Blue Spruce	Picea Pungens

Proposed tree planting locations (See attached maps and photos)

FOCUS: Penobscot Terrace

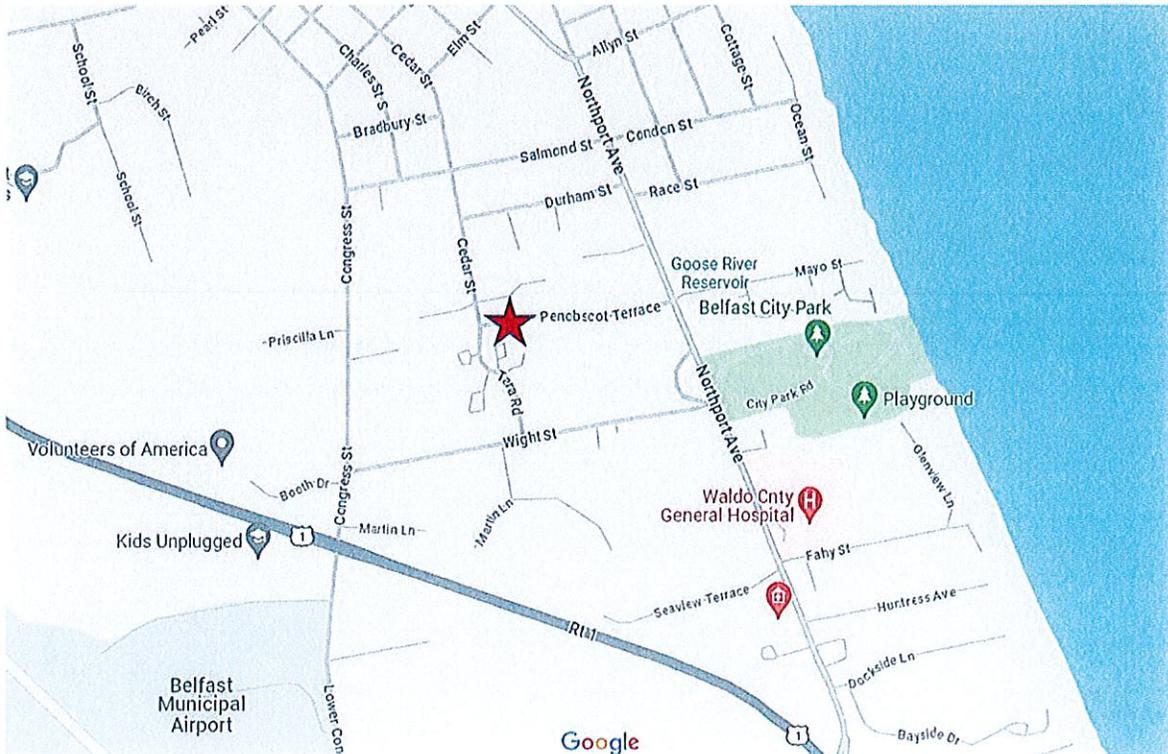
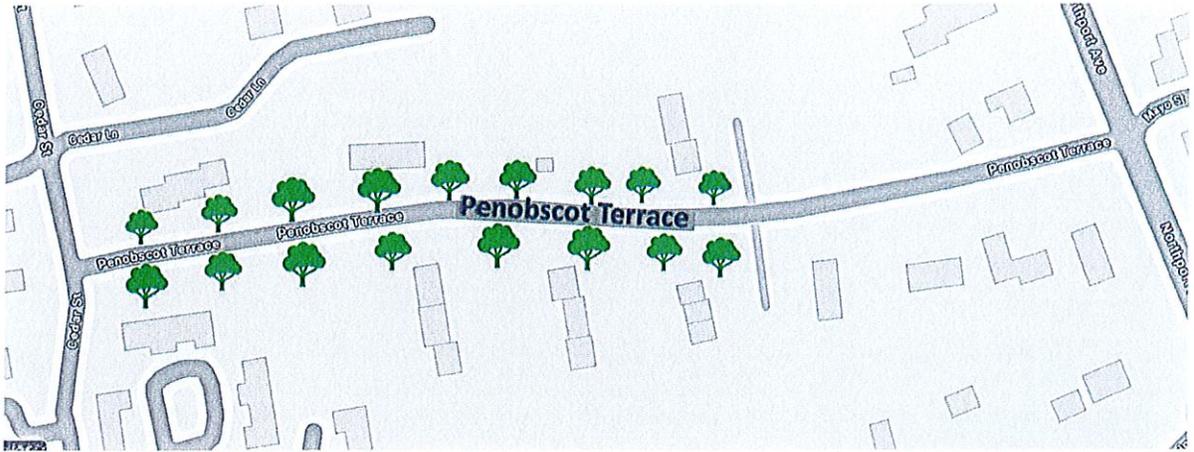
Project Canopy 2024

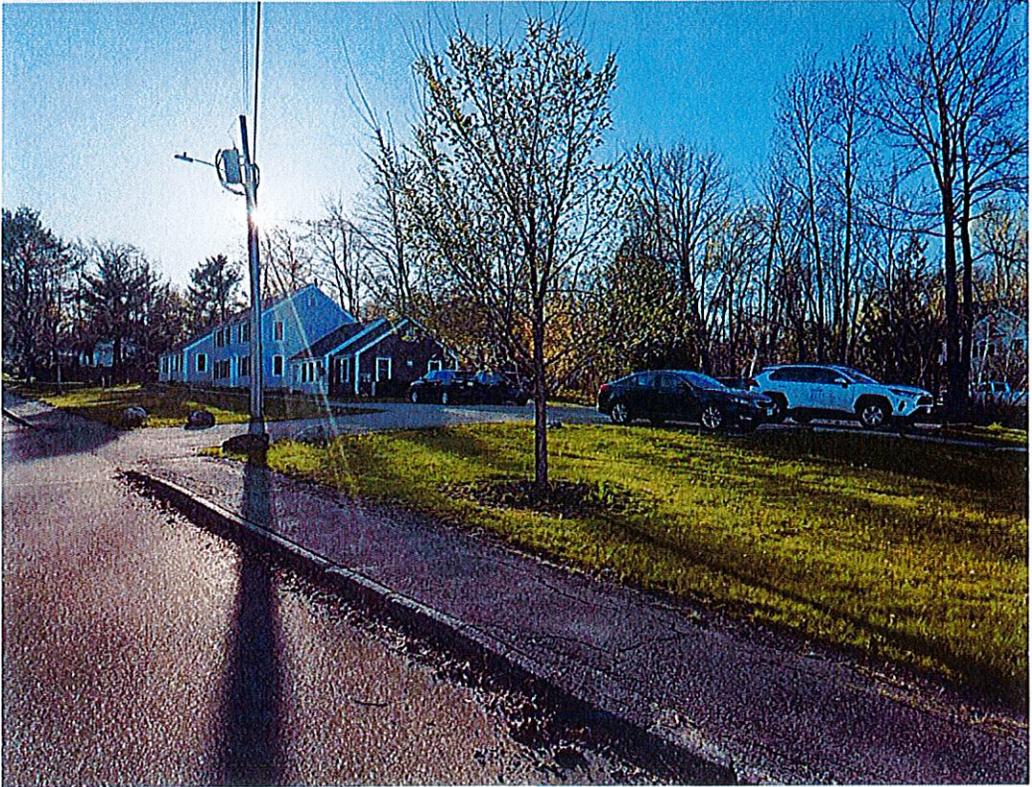
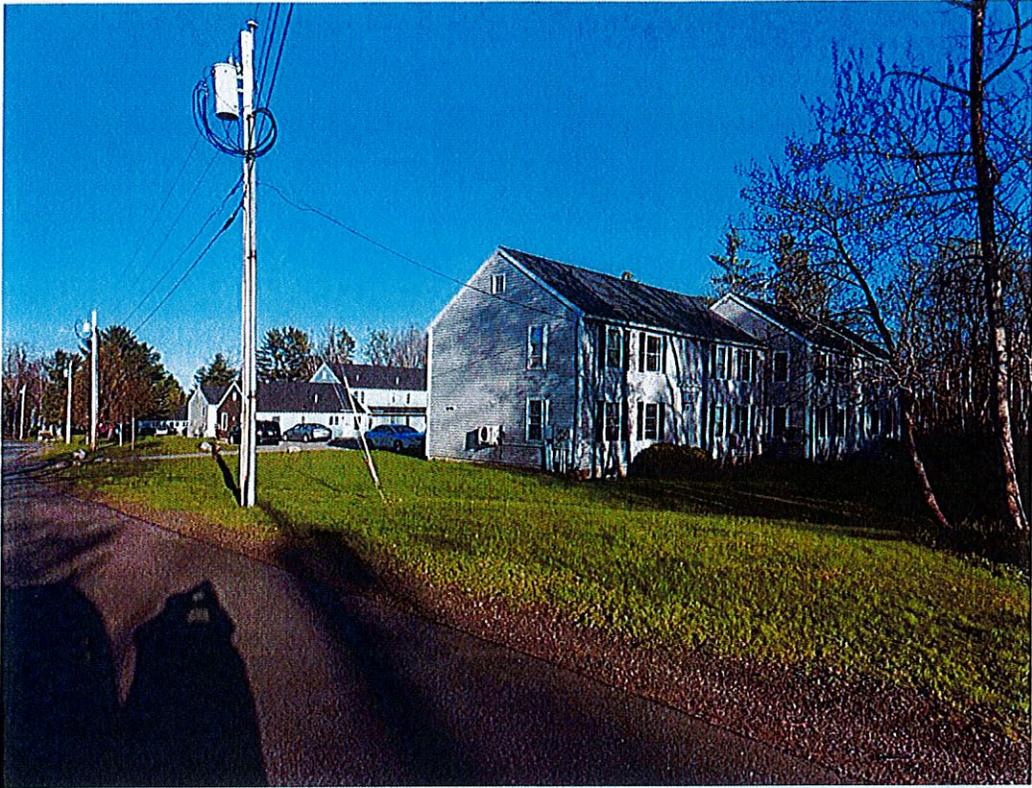
GreenStreets! Belfast, Maine

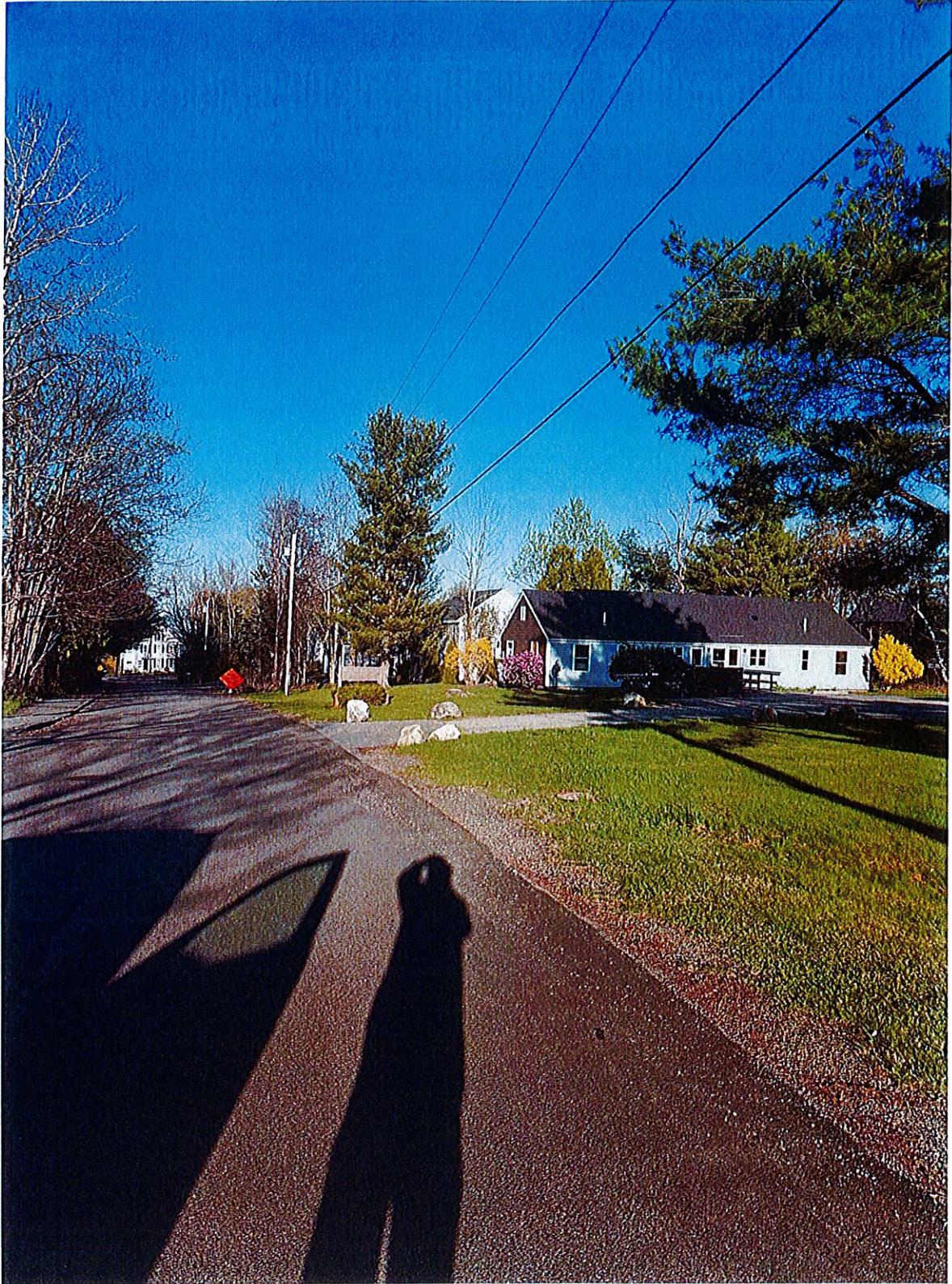
	Tree Name	Scientific Name	Diameter	Cost	Qty	Total
1	Balsam Fir	Abies Balsamer	2-2.5	\$220.00	2	\$440.00
2	White Spruce	Picea Glauca	2-2.5	\$300.00	2	\$600.00
3	Blue Spruce	Picea Pungens	2-2.5	\$300.00	2	\$600.00
4	Oak Regal Prince	Quercus R. P.	2.5	\$342.00	2	\$684.00
5	Maple Columnar	Rubrum	2.5	\$361.00	2	\$722.00
6	Gingko	Bilboa	2	\$370.00	2	\$540.00
7	Malus Crab	Wyman	2	\$350.00	2	\$700.00
8	Malus Crab	Red Splash	2.5	\$400.00	1	\$400.00
9	Honey Locust	Gleditsia Triacanthos	2.25-2.5	\$350.00	2	\$700.00
					17	\$5,386.00

Project Canopy 2024
GreenStreets! Belfast, Maine

Penobscot Terrace tree planting locations:













10.H

Date: July 2, 2024

To: Mayor, City Council

City Manager, Erin Herbig

From: Nancy Driscoll

Human Resources Administrator, Safety Contact

Re: MMA Workers' Compensation Safety Incentive Program

An effective safety program includes all levels of management and personnel and will play a key role in the overall performance and success of our safety culture. The Workers' Compensation Safety Incentive Program is established to be of benefit first to the employees it represents, but it also establishes safeguards that protect Member and the Members' assets. The goals of the program are to:

- Reduce the incidence of injury and illness throughout the City's operations
- Improve overall safety in the work environment
- Maintain lines of communication with all employees
- Protect member's assets
- Promote a self-sustaining safety culture
- Provide financial incentives which reward our partnership toward safety

I would like to recommend joining the Workers' Compensation Safety Incentive Program at the Tier III level.

Should we meet the qualifications the City will qualify for a 10% reduction in our Workers Compensation premium.

This program is designed to help us control the City's costs by improving our loss experience and minimizing workplace disruptions.

Thank you,

Nancy Driscoll

Human Resources Administrator

Safety Contact



**MMA WORKERS' COMPENSATION SAFETY INCENTIVE PROGRAM
RESOLVE FORM**

WHEREAS, the _____ is a member of the Maine Municipal Association Workers' Compensation Fund (hereinafter "WC Fund"); and

WHEREAS, Maine Municipal Association (hereinafter "MMA") provides risk management services and workers' compensation coverage; and

WHEREAS, MMA developed the Workers' Compensation Safety Incentive Program (hereinafter "the Program") to help reduce the incidents and impact of workplace injuries by implementing WC claim best practices; and

WHEREAS, MMA will provide necessary written program information, and offer assistance to participants; and

WHEREAS, WC Fund members that participate in the Program and complete the required activities, will have the opportunity to earn a credit to their annual contribution; and

WHEREAS, the _____ is committed to providing a safe environment for its employees, citizens, and visiting public; and

WHEREAS, the Program will help enhance such an environment and promote a self-sustaining culture of safety with participating members,

NOW THEREFORE BE IT RESOLVED BY THE _____
to elect to participate in the MMA Workers' Compensation Safety Incentive Program.

DATED THIS _____ DAY OF _____, 20____

ATTEST by Governing Board (signatures or e-signatures):

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____



Workers' Compensation Safety Incentive Program

WCSIP

Purpose

The MMA Workers' Compensation Fund is excited to announce the new **Workers Compensation Safety Incentive Program (WCSIP)**. The WCSIP is voluntary and provides members with the opportunity to earn up to 10% in contribution credits by improving workplace safety.

Joining this Program affirms your commitment to a safe and healthful workplace. Our team of professionals will work with you to manage your workplace safety efforts by providing sample safety policies and programs, training opportunities, and additional resources to help you obtain maximum benefit from your workplace safety efforts.

Overview

The goals of this program are to; reduce the incidence of injury and illness throughout the operations, improve overall safety in the work environment, maintain lines of communication with all employees, protect member's assets, promote a self-sustaining safety culture, utilize best practices claim management, and provide financial incentives which reward our partnership toward safety.

The program is tiered into three levels based on documented performance. The tiers and associated credits are:

Tier I.....	5%
Tier II.....	7.5%
Tier III.....	10%

Ultimately, the Program is designed to help you to control your costs by improving your loss experience and minimize workplace disruptions. For complete program details, or if you would like to enroll in the WCSIP please go to our online site at <https://memun.org/WCSIP>. Please download the appropriate forms in Adobe Acrobat Reader and send a copy of the completed forms by email to WCSIP@mmemun.org. If you have questions or need assistance please contact RMS Loss Control at RMSLossControl@memun.org.

We are excited to offer you the opportunity to enroll into the Workers Compensation Safety Incentive Program. Together we are building safer workplaces.

Important Dates:

For 2025:

- Acknowledgement must be received by: July 1, 2024
- Resolve must be received by: August 1, 2024
- Tier Verification must be received by: September 1, 2024



Member's Name: _____

Please place a check in all boxes that apply to your organization:

Verification Questions	TIER I	TIER II	TIER III
Resolve adopted and submitted to MMA	<input type="checkbox"/>		
All departments meet MDOL compliance directive requirements	<input type="checkbox"/>		
Agrees to respond MMA corrective action recommendations within 30 days	<input type="checkbox"/>		
A Personal Protective Equipment safety plan is implemented for all required department	<input type="checkbox"/>		
Annual administrative review of safety policies is documented	<input type="checkbox"/>		
Key personnel assigned safety responsibilities	<input type="checkbox"/>		
A process to communicate safety concerns to all employees is in place	<input type="checkbox"/>		
Leadership is aware of and reviews accidents	<input type="checkbox"/>		
A slip trip and fall safety policy is in place		<input type="checkbox"/>	
A lifting and back safety policy is in place		<input type="checkbox"/>	
An office ergonomics safety policy is in place		<input type="checkbox"/>	
A safety committee holds meetings at least quarterly and minutes are documented		<input type="checkbox"/>	
Incident reviews (i.e. accidents, near misses) are conducted to find appropriate root cause(s) of reported occurrences. Corrective recommendations are implemented		<input type="checkbox"/>	
Facility and equipment self-inspections are completed annually and documented		<input type="checkbox"/>	
Preferred providers are used		<input type="checkbox"/>	
Employee training is documented			
A written incident review policy is in place		<input type="checkbox"/>	
A wellness program or similar alternative is offered to employees		<input type="checkbox"/>	
A return-to-work policy (light-duty) for all departments is in place		<input type="checkbox"/>	
Leadership attends/participates in Safety Committee meetings, trainings and other safety events		<input type="checkbox"/>	

E-Signature: _____

Title: _____

Date: _____

RETURN TO: WCSIP@memun.org or fax to (207)624-0127

10.I



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Belfast Mayor and City Council
Honorable Mayor, Eric Sanders
Ward 1 Councilor, Mary Mortier
Ward 2 Councilor, Neal Harkness
Ward 3 Councilor, Brenda Bonneville
Ward 4 Councilor, Chris Bitely
Ward 5 Councilor, Paul Dean

E-mail: cityhall@cityofbelfast.org
Tel: (207) 338-3370
Fax: (207) 338-2419

July 16, 2024

To the Maine Health Board of Directors:

On behalf of ourselves, and as representatives of our constituents, the Belfast Mayor and members of the City Council urge you to very carefully consider your decision on possible closure of the labor and delivery unit at Waldo County General Hospital.

WCGH has been a vital part of our community for generations. It is a treasured asset to the people of Belfast and Waldo County, and our hope is that the hospital continues to remain so. The gradual degradation of services, the elimination of hospice facilities, the cutbacks in cardiology and other areas, and even the closing of the gift shop, are all signals of a deeper concern. We have heard from constituents as well as from our own families and friends of their worry that procedures are being discontinued and services no longer offered. WCGH must remain a full-service medical center for our community.

When services are diminished, patients go elsewhere. The decline in the number of patients served, eventually results in an elimination of services altogether. The answer to a reduction in clientele is not to offer less, but instead to improve the quality of care.

We are very concerned about the impact that closing the labor and delivery unit would have on the community. Families should not face long drives on wintry roads, in heavy summer traffic, or

under other tense circumstances in order to receive urgently needed care. Many of our constituents lack adequate transportation; others can access it only at a great expense. We respect your commitment to the well-being of those you serve, and ask that you consider very carefully whether or not removing labor and delivery services from WCGH honors that commitment.

In addition, we are concerned about the economic impact that further reduction of medical services could have on our city. WCGH is one of the largest employers in Waldo County. Its presence is a factor when potential home buyers and businesses are making decisions on locating to the area.

Please take care in your deliberations. Consider the well-being of the people that we – and you – serve. It is clear to us that closing labor and delivery services is not in the citizens' best interest. We urge you to listen to their concerns, respond in a respectful and transparent manner, and make the right decision.

Respectfully submitted by the Belfast Mayor and City Council,

Mayor Eric Sanders

Councilor Brenda Bonneville

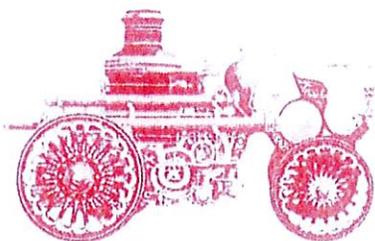
Councilor Mary Mortier

Councilor Chris Bitely

Councilor Neal Harkness

Councilor Paul Dean

10.J



Belfast Fire & Ambulance Department
131 Church Street • Belfast, Maine 01015
Phone 338-3302

Honorable Mayor Sanders

Belfast City Councilors

City Mgr. Herbig

Re; Donation from The First National Bank

Please accept this gracious donation of \$200.00 from The First National Bank. This donation was made to Belfast Ambulance in honor of National EMS week. With your acceptance and permission, I would recommend depositing these funds into the 270-504 account to be used for new equipment.

If you have any questions, please feel free to reach out.

Thank you for this consideration.

Patrick Richards

Fire Chief/Ambulance Director

10.K



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Pamela J. Salokangas, CPRP, CPSI
Parks & Recreation Director

Email: parksandrec@cityofbelfast.org
Phone: (207) 338-3370, ext. 127

MEMORANDUM

TO: Erin Herbig, City Manager and City Council Members
FROM: Pam Salokangas, Parks and Recreation Director
DATE: July 8, 2024
RE: Donation

The City of Belfast's Parks and Recreation Department received a donation in the mail from Ms. Judith Sobol from Falmouth, ME.

Judith enclosed a lovely note about her visit to the city and to the Belfast Dog Park at Walsh Field. She commented that the city was "lively and lovely" and that the dog park is "nicer than any I've ever been to in 50+ years of dog ownership."

Ms. Sobol requested that this \$50 donation be used for the Belfast Dog Park, and as part of July is Parks and Recreation month, these funds could be utilized to purchase supplies for our Pop-Up Pup Picnic later this month.

I am requesting that the Belfast City Council consider accepting this donation on behalf of the Belfast Dog Park. Thank you!

