



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Erin Herbig
City Manager

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MANAGER'S REPORT

Belfast City Council Meeting
Tuesday, May 6, 2025

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

6:30 p.m. Council Work Session with the Housing and Property Development Committee.

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, May 1, 2025

Agenda Items:

10-A Request from the Fire Chief to appoint Craig Barrett of Belfast as a full-time Firefighter/Paramedic for the Fire and Ambulance Department.

The City of Belfast advertised the position of Full-time Firefighter/Paramedic beginning on March 6, 2025. Applications were accepted until April 9, 2025. The City received four applications.

On April 15, 2025, the Full-time Firefighter/Paramedic Hiring Committee held the first round of interviews with three well-qualified candidates, narrowing it down to one candidate for a second interview. The Firefighter/Paramedic Hiring Committee was composed of Fire Chief Patrick Richards, Deputy Fire Chief Christopher Kulbe, Paramedic Debbie Heath, Police Chief Robert Cormier, and HR Administrator Nancy Driscoll.

Following the second round of interviews, held Thursday, April 17th, the hiring committee unanimously selected Craig Barrett of Belfast as a full-time Firefighter/Paramedic for the Fire and Ambulance Department.

Mr. Barrett has 21 years of service in emergency medical services primarily as a Critical Care Flight Paramedic for Life Flight of Maine. He lives in Belfast with his son Connor and is looking forward to serving the community in which he lives.

This position requires an ability to deal with a wide variety of emergencies, to help people in need, and to save lives. I am confident Mr. Barrett, if appointed, will serve our community, surrounding towns and the department well.

If approved by the City Council, City staff request that a motion is made to appoint Craig Barrett of Belfast as a full-time Firefighter/Paramedic for the Fire and Ambulance Department.

Please see the attached memo, employment ad, job description and application (10-A) from Fire Chief Patrick Richards explaining the request. Chief Richards will be at the meeting to present and introduce Mr. Barrett to the community.

10-B Presentation by the Pedestrian, Transportation and Accessibility Committee on the Active Transportation Plan.

The City's Pedestrian, Transportation and Accessibility Committee began working with the Maine Department of Transportation (MDOT) and Street Plans, an internationally recognized

urban planning, design, architecture, and transportation planning practice, to develop an Active Transportation and Accessibility Plan in 2024.

This plan was funded by the City of Belfast and matched with a grant awarded through MDOT's Planning Partnership Initiative. The project's scope encompassed all of Belfast, focusing on Route 1 crossings, facilitating safe connections between urban and rural zones, and expanding active transportation facilities outward from downtown. This plan is intended to guide the creation of safer streets and more dynamic public spaces in the City.

If approved by the City Council, City staff request that a motion is made to accept the final Active Transportation Plan as presented.

Please see the attached Active Transportation Plan (10-B). Members of the Pedestrian, Transportation and Accessibility Committee along with consultant Mike Lydon of Street Plans will be present to provide a review of the complete Active Transportation Plan and answer any questions.

10-C Discussion on Adult Use Retail Cannabis.

Councilor Chris Bitely invited John Hudak and Vernon Malloch, representatives of the State of Maine Office of Cannabis Policy (OCP) to meet with the City Council to provide information on adult use retail cannabis.

OCP's mission is to ensure the health and safety of all Mainers by effectively and responsibly licensing and regulating cannabis. The Department develops good faith partnerships between the State of Maine and stakeholders by establishing rules and policies that provide interested consumers with access to a regulated industry while diminishing an unregulated market. They are here for a presentation and discussion on municipal adult use opt in.

Please see the attached (10-C) materials provided by the State of Maine Office of Cannabis Policy for review. Representatives of the State of Maine Office of Cannabis Policy will present and be available to answer any questions.

10-D Request by the Parks and Recreation Director to update the 2025 Fee Schedule and Reservation Policy concerning Donor Benches.

At the April 1st Regular City Council Meeting, the 2025 Fee Schedule and Reservation Policy was amended and approved. The Parks and Recreation Director requests an additional update to the policy concerning the pricing of Donor Benches on page 28 at this time.

City staff recently received updated bench pricing from the manufacturer and based on these figures, the Belfast Parks and Recreation Department requests approval to update the fee schedule from \$2,501.00 to \$2,921.00 for the 6' bench and \$3,150.00 to \$3,056.00 for the 8' bench.

If approved by the City Council, the Parks and Recreation Director recommends a motion is made to update the donor bench costs on page 28 of the 2025 Fee Schedule and Reservation Policy as presented.

Please see the attached memo (10-D) from Parks and Recreation Director Pam Salokangas providing further information. Director Salokangas will present and be available to answer any questions.

10-E Request by the Economic Development Director to authorize the development and issuance of a Request for Qualification Statements for Engineering and Design Services for the proposed Congress and Salmond Street Improvement Project.

The City of Belfast has secured \$1,990,000 in grant funding to undertake a street improvement project for a section of Congress Street and Salmond Street. \$1,000,000 was awarded to the City by the Northern Border Regional Commission Catalyst Program and \$990,000 was awarded by the Community Development Block Grant Public Infrastructure Program.

In July of 2024, the City applied for \$1,721,669 in funds from the Maine Department of Transportation (MDOT) Bicycle and Pedestrian Funding Program, to be matched with \$432,000 in City funds to be derived from the 115 Congress Street Affordable Housing Development and Tax Increment Financing District, in order to meet the project's estimated total cost of \$4,143,669.

The City has not yet been awarded the requested construction funds from MDOT. However, MDOT did start an account for this project, which it seeded with \$54,000, matched with \$6,000 in City funds, to be used for project designs and environmental reviews.

MDOT advised the City should now look to get underway with the hiring of an engineering firm, to get to a point where MDOT will provide the necessary funds to construct the project.

If approved by the City Council, City staff recommends a motion is made to authorize the development and issuance of a Request for Qualification Statements for Engineering and Design Services for the proposed Congress and Salmond Street Improvement Project.

Please see the attached memo (10-E) from Economic Development Director Thomas Kittredge providing further information. Director Kittredge will be present and answer any questions.

10-F Request by the Economic Development Director to authorize a Declaration of Official Intent Relating to the Issuance of General Obligation Bonds and Bond Anticipation Notes.

In 2019, the City of Belfast established the Wight Street Affordable Housing Development and Tax Increment Financing District, to capture new tax revenues generated by the recently constructed affordable senior rental housing developments located at 75 and 80 Wight Street. 50% of these revenues are being returned to the developers via credit enhancement agreements, while the City is retaining the remaining 50% of these revenues to pay for costs of infrastructure improvements related to the District.

The City of Belfast recently completed a street improvement project for Wight Street. The total final cost for this project is currently anticipated to be \$2,555,327.

The City of Belfast secured outside grant funding for the project totaling \$1,662,000, leaving the City's remainder of project costs in the amount of \$893,327. Revenues have been accruing to the aforementioned district since the 2020 tax year and currently total \$161,439.14. Subtracting these retained revenues from the City's share of project costs yields a gap of \$731,887.86.

The City is permitted to repay itself from its share of revenues from the Wight Street Affordable Housing Development and Tax Increment Financing District, as they are generated during future years. Currently \$49,647.29 has been generated as the City's share of Affordable Housing Development and Tax Increment Financing revenues. At this rate, the City will be able to repay itself the amount expended in approximately 15 years. However, the City may wish to borrow funds to replenish its expended funds sooner than that, particularly given current economic uncertainty.

A City Council resolve has been supplied for your consideration and adoption. Adoption of this resolve would permit the City to use a bond to reimburse itself for expenditures made in relation to the Wight Street Improvement Project. Once adopted, the City may continue reviewing available options and determine the appropriate structure for any future bond issue. This declaration does not obligate the City to issue a bond to pay these expenditures should the City decide it does not wish to do so.

If approved by the City Council, City staff recommends a motion is made to authorize the Declaration of Official Intent Relating to the Issuance of General Obligation Bonds and Bond Anticipation Notes, for \$737,500, and approve the supplied City Council Resolve.

Please see the attached memo (10-F) from Economic Development Director Thomas Kittredge providing further information. Director Kittredge will present and be available to answer any questions.

10-G Request to remove one City Street Tree.

A Belfast citizen contacted the City requesting the removal of one City Street Tree located at the corner of Spring and Court Streets. They are concerned that the tree might fall and create damage to surrounding structures.

Belfast Garden Club Member and Certified Tree Risk Assessor Carol Herwig conducted a walk-by level 1 tree risk assessment. Ms. Herwig found no significant decay or damage to the main trunk, from the ground up to about 25 feet up. She determined that the original central leader was lost and there is significant decay in the top stretch of leader that remains. From the street, it appears at least part of the tree is hollow, which she explains is typical of silver maples, however, this does not mean the tree is dying or even at risk of failure. Ms. Herwig does not recommend removal of this tree but rather, would recommend pruning to address loading on the street side and poor cuts on the yard side.

Per the City Tree Ordinance, the tree was tagged, notifying the public of the requested removal and contact information for the City Manager's Office to report any questions or concerns regarding the request. As required, the tree was posted at least two weeks before being brought before the City Council for discussion and consideration. I will update you if any additional comments come in before the meeting on Tuesday.

Please see the attached photo of the tree and memo from Belfast Garden Club Member and Certified Tree Risk Assessor Carol Herwig (10-G). I will be at the meeting to answer any questions.

10-H Signing of Council Orders

On Monday, May 5th, 2025, the City Council will begin FY2025-26 Budget Hearings.

Each budget year is unique in its opportunities and challenges. Each budget year also serves as a time of reflection on the year before and a look toward what our priorities will be for the upcoming year.

With each budget, I find myself prouder of the work we have done together to lead our community through a time of exponential growth as well as challenge and change.

I am confident that the FY2025-26 City of Belfast Budget ultimately approved by the City Council will serve our municipality well as we navigate another year building the future of our community.

The proposed City Manager's Budget can be found on the City website here:

<https://cityofbelfast.org/153/City-Budget>

The City Manager's Budget Message can be found on the City website here:

<https://cityofbelfast.org/119/City-Manager>

FY2025-26 Budget Hearings have been scheduled as follows (*Other Scheduled Council Meetings):

Monday, May 5th

6PM FY2025-26 Budget Hearings

6:00pm Budget introduction and overview

RSU and County Appropriations

6:30pm Harbor

7:00pm Library

7:30pm City Clerk/Elections

8:00pm Cable Television

8:30pm Economic Development

***Tuesday, May 6th**

7PM Regular Council Meeting

Monday, May 12th

6PM FY2025-26 Budget Hearings

6:00pm General Assistance/Social Services

6:30pm Planning & Codes/Planning & Zoning

7:00pm Assessing

7:30pm Cemetery

8:00pm Crossing Guards/State Law Enforcement/ Animal Control/Police

Tuesday, May 13th

6PM FY2025-26 Budget Hearings

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

7:00pm City Building Maintenance

7:30pm Boathouse

8:00pm Parks & Recreation

8:30pm Airport

Monday, May 19th

6PM FY2025-26 Budget Hearings

6:00pm Wastewater Treatment Plant

6:30pm Fire/Ambulance/EMA Director

7:00pm Transfer Station

8:00pm City Administration

8:30pm Hydrants/MMA Dues/Debt Services/Employee Benefits/Municipal Insurance/Reserve Fund

***Tuesday, May 20th**

7PM Regular Council Meeting

***Monday, May 26th – Memorial Day**

Tuesday, May 27th

6PM FY2025-26 Budget Hearings

6:00pm Misc. Promotionals/Social Services Agencies

6:30pm Revenues

7:00pm Capital Projects

7:30pm Executive Session on a Personnel Matter

Wednesday, May 28th

6PM FY2025-26 Budget Hearings

6:00pm Presentation from the City Assessor

6:30PM FY2025-26 Budget Deliberations

***Thursday, May 29th**

FY2025-26 Budget Public Hearing Notice Advertised

***Tuesday, June 3rd**

7PM Regular Council Meeting

***Tuesday, June 17th**

7PM Regular Council Meeting

Public Hearing, Budget Approved by Council

**City of Belfast
Consent Agenda
Tuesday, May 6, 2025
Meeting #21**

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 the following Victualer License renewals, due to expire May 31, 2026:

Ted Rakis	d/b/a Alexia's Pizza
Jusin Sanderson	d/b/a Belfast Curling Club
WDQ INC	d/b/a Belfast Dairy Queen
BV52 LLC	d/b/a Belfast Variety Rt 52
CN Brown	d/b/a Big Apple Belfast
Zai Yong Zhu	d/b/a China One
Steve Ashe	d/b/a The Chocolate Drop Candy Shop
Cory & Lisa Chase	d/b/a Darby's Restaurant & Pub
Hannaford Bros Co LLC	d/b/a Hannaford Supermarket & Pharmacy #8241
Travis Benjamin	d/b/a Jack's Grocery
Cathy Heffentrager	d/b/a The Jeweled Turret Inn
Dan Jones	d/b/a Laan Xang Café
Napoli PSC Series LLC	d/b/a McDonalds Restaurant #2501
GEL Enterprises LLC	d/b/a Perry's Nut House
Winesnak LLC	d/b/a Pulling Corks Wine Bar & Shop
Nutjarin Sukkasemsri	d/b/a Rice & Noodle Thai Restaurant
Douglas Frost	d/b/a Tarratine Tribe #13 IORM
Ryan Cowan	d/b/a Wild Cow Creamery
Raymond Young	d/b/a Young's Lobster Pound

Motion to approve the following Victualer License renewals, due to expire May 31, 2026:

Ted Rakis	d/b/a Alexia's Pizza
Jusin Sanderson	d/b/a Belfast Curling Club
WDQ INC	d/b/a Belfast Dairy Queen
BV52 LLC	d/b/a Belfast Variety Rt 52

Motion to approve a parade application by the Belfast Area High School Gender and Sexuality Alliance Club for the annual Belfast Pride Parade on Saturday, June 7, 2025, starting at Belfast Area High School at 11:00 a.m. and ending at Heritage Park.

- E. Request to approve a Lunch Wagon License permit application by Jennifer Stewart d/b/a JC's On-A-Roll located at the Belfast Marina 15 Front Street, Belfast, Maine, license to expire on December 31, 2025.**

Motion to approve a Lunch Wagon License permit application by Jennifer Stewart d/b/a JC's On-A-Roll located at the Belfast Marina 15 Front Street, Belfast, Maine, license to expire on December 31, 2025.

- F. Request to approve an application by Seven Sisters Provisions, LLC d/b/a Vinolio located at 74 Main Street, Belfast, Maine for a new Malt and Vinous Restaurant liquor license.**

Motion to approve an application by Seven Sisters Provisions, LLC d/b/a Vinolio located at 74 Main Street, Belfast, Maine for a new Malt and Vinous Restaurant liquor license.

- G. Request to approve a Facility Use Application by PAWS for use of Steamboat Landing Park for the annual Wienerfest event on Sunday, September 7, 2025, from 11:00 a.m. to 3:00 p.m.**

Motion to approve a Facility Use Application by PAWS for use of Steamboat Landing Park for the annual Wienerfest event on Sunday, September 7, 2025, from 11:00 a.m. to 3:00 p.m.

- H. Request to approve a Facility Use Application by Tedy's Doggy Daycare for use of the Rail Trail for the Tedy's Scavenger Hunt 5K event on Saturday, July 12, 2025, from 9:00 a.m. to 12:00 p.m.**

Motion to approve a Facility Use Application by Tedy's Doggy Daycare for use of the Rail Trail for the Tedy's Scavenger Hunt 5K event on Saturday, July 12, 2025, from 9:00 a.m. to 12:00 p.m.

- I. Request to approve a Facility Use Application by Habitat for Humanity for use of the Heritage Park for the Plein Air Painting "Art Works for Humanity" event on September 6 & 7, and September 13 & 14, 2025, from 9:00 a.m. to 3:00 p.m.**

Motion to approve a Facility Use Application by Habitat for Humanity for use of the Heritage Park for the Plein Air Painting "Art Works for Humanity" event on September 6 & 7, 2025, from 9:00 a.m. to 3:00 p.m.

- J. Request to approve a Facility Use request from Ando Anderson to utilize Steamboat Landing Park for the annual Belfast Summer Nights on Thursdays June 27 through September 4, 2025 (June 27 is being held at Belfast Common) from 5:30 p.m. to 7:30 p.m.**

Motion to approve a Facility Use request from Ando Anderson to utilize Steamboat Landing Park for the annual Belfast Summer Nights on Thursdays June 27 through September 4, 2025 (June 27 is being held at Belfast Common) from 5:30 p.m. to 7:30 p.m.

- K. Request to approve a Facility Use Application by Our Town Belfast and BAHS GSA for use of Heritage Park for the annual Post Pride Parade Celebration event on Saturday, June 7, 2025, from 11:30 a.m. to 1:00 p.m.**

Motion to approve a Facility Use Application by Our Town Belfast and BAHS GSA for use of Heritage Park for the annual Post Pride Parade Celebration event on Saturday, June 7, 2025, from 11:30 a.m. to 1:00 p.m.

- L. Request from the Library Director to confirm Gisel Lucia as a Part-time Library Assistant for the Belfast Free Library.**

Motion to confirm Gisel Lucia as a Part-time Library Assistant for the Belfast Free Library.

- M. Request from the Cemetery Superintendent to confirm Adella Russell as a Part-time Seasonal Grounds Keeper for the Cemetery Department.**

Motion to confirm Adella Russell as a Part-time Grounds Keeper for the Cemetery Department.

- N. Request from the Cemetery Superintendent to confirm Walter Gould as a Part-time Seasonal Grounds Keeper for the Cemetery Department.**

Motion to confirm Walter Gould as a Part-time Grounds Keeper for the Cemetery Department.

- O. Request from the Cemetery Superintendent to confirm Scott Dodge as a Part-time Seasonal Grounds Keeper for the Cemetery Department.**

Motion to confirm Scott Dodge as a Part-time Grounds Keeper for the Cemetery Department.

9.G, H, I, J + 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
FROM: Pam Salokangas, Parks and Recreation Director
DATE: April 29, 2025
RE: Facility Use Requests

The City of Belfast Parks and Recreation Department is presenting the following Facility Use Requests for the Consent Agenda.

9.G **PAWS Wienerfest**

This year's PAWS Wienerfest is scheduled for Sunday, September 7, and once again, PAWS is requesting to utilize Steamboat Landing Park. Per some changes to our City ordinances and the new 2025 Fee Schedule & Reservation Policies, we met with PAWS' Board Members to review past history with this event and some policy changes that were needed to bring this event into compliance with events held on City property.

This has been an annual event for many years, but the following bulleted points reflect the changes to the event for 2025:

- The group will not be using the Belfast Boathouse for the event this year, just Steamboat Landing Park.
- The group is requesting permission to do partial set-up in Steamboat Landing Park on Saturday evening, after 5 PM. The group will complete set-up on Sunday morning.
- The charge for admission is being removed from the program as well as the gates that were in place in past years, which barred general park users access to the park. Greeters will be in place encouraging donations and QR codes and other fundraising opportunities will be available throughout the event set-up. We have also encouraged PAWS to consider a pre-registration fee with PAWS swag that can be picked-up at a check-in area, and they are pursuing this idea.
- PAWS will be cognizant of not blocking the Harbor Walk to general users as they queue for the parade.
- The group will utilize the porta-johns already in place at the Belfast Boathouse, and they are considering whether they need additional porta-johns. While their event is short-lived, they bring in an estimated 1,200-1,500 people.





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Included with this memo. is PAWS' Facility Use Request Form and their 2025 map of the event layout. After these discussions, it is Belfast Parks and Recreation's recommendation to approve this long-standing event with the aforementioned changes.

9.H

Tedy's Scavenger Hunt 5K

A semi-new event is being proposed by the Brooks based Tedy's Doggy Daycare, operated by Ms. Tara Bowden. Tara is proposing to host a doggie scavenger hunt along the Belfast Rail Trail; this event was done annually in the past, but there has been a three-year break since the last event was held. This would be an on-leash event, proposed for Saturday, July 12. Total time is 8 AM-12 PM, with a 9 AM start for the 5K scavenger hunt.

Ms. Bowden is proposing a check-in tent at the Rail Trail trailhead at the Armistice Footbridge, which would be out of the way of other walkers and cyclists; we have encouraged Ms. Bowden to host pre-registration online or at the daycare facility to expedite check-in on the event day, and to keep from blocking the trailhead in any way.

The 5K scavenger hunt is based on the search for painted rocks along the Rail Trail route, placed by the event organizers. When rocks are found, they indicate the type of prize that participant has won. The route is an out-and-back route, and doggie clean-up bags will be provided to all participants to ensure clean-up along the route. All dog owners will be reminded of the on-leash rule at the start of the event.

Belfast Parks and Recreation has requested that all painted rocks be retrieved after the event, if they are not retrieved already by participants as they can damage mower blades when conducting grass cutting along the Rail Trail. Ms. Bowden has agreed to retrieve those rocks. Ms. Bowden will be able to provide the required Certificate of Insurance for this event.

Belfast Parks and Recreation recommends approving this Facility Use Request.

9.I

Habitat For Humanity

Habitat For Humanity has submitted two Facility Use Forms for their annual "Artworks for Humanity" Plein Air Painting fundraiser. This group is requesting to place a tent in Heritage Park between the hours of 9 AM-3 PM on Saturday and Sunday, September 6 and 7 and September 13 and 14, 2025. In 2024, they were located in Steamboat Landing Park, near the Boathouse, due to the Chalk Walk activity taking place that weekend. There are no conflicts with these dates for this location.





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The tent is used as a central location for 1) artists who may be painting in the area to stop by and pick-up water and snacks and 2) for locals and visitors to stop by and find out where the painters may be located so that they can visit their site and watch them work. Habitat For Humanity is not requesting any assistance from Parks and Recreation for this set-up, and the tent will not be in a location that will block the Harbor Walk.

Belfast Parks and Recreation recommends approval for this request.

9.J

Belfast Summer Nights

Belfast Summer Nights is returning in 2025 and the planners have submitted their request to utilize Belfast Common and Steamboat Landing for this year's musical line-up.

This year, the schedule includes Thursdays, June 27 through September 4. The concert on June 27 will be held in Belfast Common due to the need to paint Steamboat Landing Park for the Arts In The Park event that loads in on the next day, Friday, June 28. The remaining dates will be held in Steamboat Landing Park. Concerts run from 5:30-7:30 PM with set-up starting between 3:30-4 PM, and the last two concerts will run 5-7 PM, with set-up starting between 3-3:30 PM.

The band booked for the June 27 date is a smaller group and the crowd should be a tad smaller as well. There is enough electrical access in Belfast Common to host this single concert.

The concert planners are requesting use of Belfast Common and Steamboat Landing Park along with six staging pieces, access to electricity/power box, a 10' x 20' tent and a 10' x 10' tent, chairs, and A-frame signage currently stored at the Belfast Boathouse.

Due to the updated parking recommendations, Belfast Parks and Recreation is managing for Belfast Boathouse parking lot changeover between daytime uses and the evening concerts and parking for band members, volunteers, and for those with handicap placards/plates. This year, the Friends of Belfast Parks has pledged to help manage recyclables during the concerts since they utilize the CLYNK program to help support their projects. Parks and Recreation will also add some additional trash cans for the concert series only.

Belfast Parks and Recreation recommends approval of this request.





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9.K

Post Pride Parade Celebration

Once again this year, the Belfast Area High School and Our Town Belfast are partnering for the Pride Parade scheduled for Saturday, June 7, and approved already through the City Clerk's application process. This year, they are planning to host a post-Pride Parade Celebration in Heritage Park, just as they did in 2024.

This post-parade celebration will run approximately 11:30 AM-1 PM in the small portion of Heritage Park, closes to the town beach / Come Boating buildings. The parade will be ending at the bottom of Main Street and the participants will move to Heritage where there will be face painting, a DJ, and some ice cream provided by Darling's Ice Cream truck. Parks and Recreation is working on parking permission at French & Webb's lot, used previously during the Ice Festival, as the parking and access road cannot be blocked that time of year due to load-in/load-out of marine vehicles. The planners are requesting some police presence at Heritage Park during this event; this request has been forwarded to the Belfast Police Department.

Parks and Recreation will ensure electricity is available for the event, and the department will collect a Certificate of Insurance from the school district for this event. Belfast Parks and Recreation recommends approval of this event.





Facilities Use Request City of Belfast, Maine



The City of Belfast owns streets, sidewalks, parks, land, and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME: PAWS Wienerfest 2025

BRIEF EVENT DESCRIPTION:
Community event celebrating the love of small dogs, notably Dachshunds

DATES and TIMES: September 7th, 2025 11:00 AM - 3:00 PM
Sunday 7 AM - 5 PM overall *Monday 5 PM - 9 PM setup*

PROPOSED LOCATIONS/AREAS TO BE USED:
Belfast Harbor Park and Belfast Boathouse (for volunteer use only)

ORGANIZING GROUP (if applicable): PAWS Animal Adoption Center

GROUP REPRESENTATIVE/INDIVIDUAL NAME: Heather Reynolds

MAILING ADDRESS: 123 John Street Camden Maine 04843

PHONE NUMBER: 207-236-8702 **CELL PHONE:**

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207-338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. Approvals will not be provided to individuals or groups who are uncertain of their plans.

Updated January 2025 | 1

*No admission gates; no admission fee on-site @ the park.
Other fees can be monetized*

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

Wienerfest includes multiple events within in the event. There is Dog Costume Contest, Dog Parade, Hot Dawgs for Dogs Food Tent, Small group of crafters and a PAWS Merchandise/Information tent.

Based on the facilities noted above, how do you intend to use the spaces requested?

The event occurs largely within the park. The boathouse is only used for staging of food prep and volunteer work.

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

No

If yes, who will be managing the street closures?

No

How many people do you expect at your event?

1500

How many volunteers do you expect at your event?

20

Will you be selling things at this event? If yes, what will you be selling, and please provide descriptions.

We typically sell PAWS hats, tshirts and other tchotchkes. Wienerfest tshirts are very popular. Our crafters typically sell pet related items such as collars, bandanas, dog biscuits, catnip toys etc.

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

We typically sell PAWS hats, tshirts and other tchotchkes. Wienerfest tshirts are very popular. Our crafters typically sell pet related items such as collars, bandanas, dog biscuits, catnip toys etc.

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

Yes. We charged our crafters a nominal fee of \$**

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

Vendors have 6 ft or 8 ft tables or booths.

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

We typically bring our own grill for the "Dawgs for Dogs" Booth
It is a gas grill but we will ensure we have a fire extinguisher to ensure safety.

How do you propose to handle garbage removal?

We will collect all garbage and transport to our Camden location for disposal in our dumpster.

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

Parking will be first come first serve with no special parking.
This will be communicated with all constituents via email, signage, media, marketing etc.

How do you propose to handle security, if needed.

No security required.

A question has been raised about safety with the dog population. Given this event caters to small dogs, we have not seen issues in the past. That being said, we will have shelter staff on site who are trained to handle any issues with animal behavior.

How do you propose to handle the need for regular and accessible restrooms?

Given the short duration of the event, we do not foresee a significant need for additional restrooms, however we are open to adding a few if necessary.

What are your electrical needs, and how will you provide electricity?

We have a need for the AV system, we can utilize a small generator for this purpose.

What kind of noise do you expect to generate at this event and during which specific period of time?

It is a festive event with music and announcements but it is not a disruptive noise situation.

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

We will plan to postpone the event if weather is an issue. We will instruct volunteers to be vigilant in identifying any issues with injury, conflict or need for first aid and direct them to our merchandise tent which will be equipped with a first aid kit. We will also seek to have at least one volunteer who is CPR trained.

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

We have not but we are open to recommendations on how we can direct traffic and parking.

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

No.

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

Yes

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

**

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Heather Reynolds

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

No

Are there any other details you haven't addressed and that you would like to include?

We are requesting an exception to several policies that we hope can be entertained
We would like to request walver of the boathouse rental fee.
We wish for an exemption from the grill prohibition so we may sell our hot dog baskets
We would like to be able to charge admission of \$3 to \$5 per person since this is a fundraiser.

Have you reviewed the specific policies for use of City-owned property, located in Appendix A?

Yes No

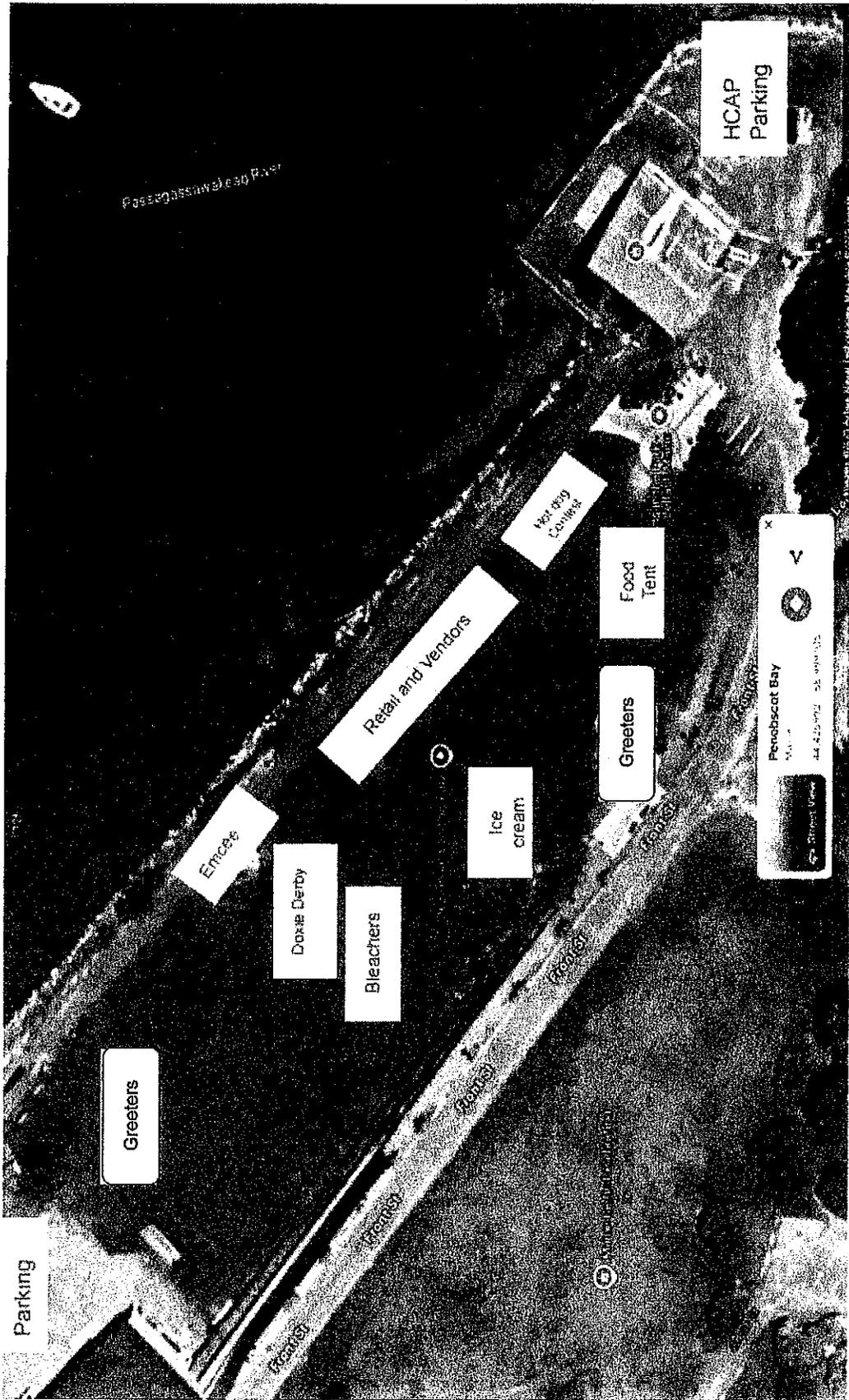
Department and Services Requested

City Manager:	
Police:	
Fire/ Ambulance:	
Parks and Rec.:	Use of Harbor Park. Set up 7 AM for 11 AM Event. Finishes at 5 PM
Public Works:	
Harbor Master:	
Other:	<small>We are requesting an exception to several policies that we hope can be entertained. We would like to request waiver of the footcress rental fee. We wish for an exception from the grill prohibitions so we may sell our hot dog baskets. We would like to be able to charge admission of \$3 to \$5 per person since this is a fundraiser.</small>

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: <u>Jill K Parker</u>	DATE: <u>3/11/2025</u>
REVIEW #1: <u>[Signature]</u>	DATE: <u>3/11/25</u>
REVIEW #2: _____	DATE: _____
APPROVAL: _____	DATE: _____



Passagssunaleas River

HCAP
Parking

Emcee

Doxie Derby

Bleachers

Retail and Vendors

Ice
cream

Net Tug
Contest

Food
Tent

Greeters

Parking

Greeters

Penobscot Bay
Map
44.425972 28.999125
Street View

tedysdogcare@gmail.com



Facilities Use Request City of Belfast, Maine



The City of Belfast owns streets, sidewalks, parks, land, and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME: Tedy's Scavenger Hunt Sk

BRIEF EVENT DESCRIPTION: Scavenger hunt for dogs and their owners to have fun together and win prizes

DATES and TIMES: Sat, July 12, 8 AM-12 PM; 9 AM start

PROPOSED LOCATIONS/AREAS TO BE USED: Rail Trail

ORGANIZING GROUP (if applicable): Tedy's Doggy Daycare

GROUP REPRESENTATIVE/INDIVIDUAL NAME: Tara Bowden

MAILING ADDRESS: PO Box 328 Brooks ME 04921

PHONE NUMBER: 207-323-5233 **CELL PHONE:** 323-5616

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207- 338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. *Approvals will not be provided to individuals or groups who are uncertain of their plans.*

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

Based on the facilities noted above, how do you intend to use the spaces requested?

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

No

If yes, who will be managing the street closures?

—

How many people do you expect at your event?

40-50

How many volunteers do you expect at your event?

5

Will you be selling things at this event? If yes, what will you be selling, and please provide descriptions.

No

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

No

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

No

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

—

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

—

How do you propose to handle garbage removal?

we will have a garbage can

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

use the parking for rail trail, Pierce St + Bridge St

How do you propose to handle security, if needed.

not needed

How do you propose to handle the need for regular and accessible restrooms?

Portable potty at rail trail head

What are your electrical needs, and how will you provide electricity?

no electrical needed

What kind of noise do you expect to generate at this event and during which specific period of time?

Simple talking and some barking

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

reschedule if bad weather. First aid kit on hand.
no first aid tent.

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

—

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

—

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

Yes

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

Insurers of the Cardinals

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Tara Bowden tedysdaycare@gmail.com
323-5233
323-5616

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

No

Are there any other details you haven't addressed and that you would like to include?

—

Have you reviewed the specific policies for use of City-owned property, located in Appendix A?

Yes

No

Department and Services Requested

City Manager: _____

Police: _____

Fire/ Ambulance: _____

Parks and Rec.: _____

Public Works: _____

Harbor Master: _____

Other: _____

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: T. B. DATE: 3-13-25

REVIEW #1: [Signature] DATE: 3/18/25

REVIEW #2: _____ DATE: _____

APPROVAL: _____ DATE: _____



Facilities Use Request City of Belfast, Maine



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This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME: Plein Air Painting for Habitat for Humanity

BRIEF EVENT DESCRIPTION: "Artworks for Humanity"

Artists will be painting in the Belfast area, so people can observe them.

DATES and TIMES: September 6 & 7, 2025 9^{am}-3pm

PROPOSED LOCATIONS/AREAS TO BE USED:

Heritage Park - one ^{small} tent space

ORGANIZING GROUP (if applicable): Habitat for Humanity of Waldo Cty.

GROUP REPRESENTATIVE/INDIVIDUAL NAME: Beth Hagnes

MAILING ADDRESS: P.O. Box 562, Stockton Springs, ME 04981

PHONE NUMBER: 207-567-3773 CELL PHONE: 207-290-2065

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207-338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. Approvals will not be provided to individuals or groups who are uncertain of their plans.

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

Just a tent where people can find out where the artists are painting and for the artists to get water and snacks.
Schedule → 9am → 3pm

Based on the facilities noted above, how do you intend to use the spaces requested?

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

No

If yes, who will be managing the street closures?

How many people do you expect at your event?

N/A 20 artists

How many volunteers do you expect at your event?

2

Will you be selling things at this event? If yes, what will you be selling, and please provide descriptions.

No

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

No

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

No

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

N/A

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

No

How do you propose to handle garbage removal?

Take it with us.

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

N/A

How do you propose to handle security, if needed.

N/A

How do you propose to handle the need for regular and accessible restrooms?

N/A

What are your electrical needs, and how will you provide electricity?

N/A

What kind of noise do you expect to generate at this event and during which specific period of time?

None

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

N/A

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

N/A

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

None

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

N/A

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

N/A

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Just a volunteer

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

No

Are there any other details you haven't addressed and that you would like to include?

No

Have you reviewed the specific policies for use of City-owned property, located in Appendix A?



Yes



No

Department and Services Requested

City Manager:	N/A
Police:	N/A
Fire/ Ambulance:	N/A
Parks and Rec.:	Notified them
Public Works:	N/A
Harbor Master:	N/A
Other:	_____

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: <u>Elizabeth A. Haynes</u>	DATE: <u>4/9/2025</u>
REVIEW #1: <u>Michael Schickinger</u>	DATE: <u>4/17/2025</u>
REVIEW #2: _____	DATE: _____
APPROVAL: _____	DATE: _____



Facilities Use Request City of Belfast, Maine



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This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME: Plain Air Painting for Habitat for Humanity

BRIEF EVENT DESCRIPTION: "Artworks for Humanity"

Artists will be painting in the Belfast area, so people can observe them.

DATES and TIMES: Sept. 13 & 14, 2025 9^{am}-3pm

PROPOSED LOCATIONS/AREAS TO BE USED:

Heritage Park - one ^{small} tent space

ORGANIZING GROUP (if applicable): Habitat for Humanity of Waldo Ctg

GROUP REPRESENTATIVE/INDIVIDUAL NAME: Beth Haynes

MAILING ADDRESS: P.O. Box 562, Stockton Springs, ME 04981

PHONE NUMBER: 207-567-3773 CELL PHONE: 207-290-2065

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207-338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. Approvals will not be provided to individuals or groups who are uncertain of their plans.

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

Just a tent where people can find out where the artists are painting and for the artists to get water and snacks.
Schedule → 9am → 3pm

Based on the facilities noted above, how do you intend to use the spaces requested?

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

No

If yes, who will be managing the street closures?

How many people do you expect at your event?

N/A 20 artists

How many volunteers do you expect at your event?

2

Will you be selling things at this event? If yes, what will you be selling, and please provide descriptions.

No

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

No

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

No

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

N/A

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

No

How do you propose to handle garbage removal?

Take it with us.

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

N/A

How do you propose to handle security, if needed.

N/A

How do you propose to handle the need for regular and accessible restrooms?

N/A

What are your electrical needs, and how will you provide electricity?

N/A

What kind of noise do you expect to generate at this event and during which specific period of time?

None

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

N/A

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

N/A

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

None

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

N/A

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

N/A

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Just a volunteer

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

No

Are there any other details you haven't addressed and that you would like to include?

No

Have you reviewed the specific policies for use of City-owned property, located in Appendix A?

Yes

No

Department and Services Requested

City Manager:	N/A
Police:	N/A
Fire/ Ambulance:	N/A
Parks and Rec.:	Notified them
Public Works:	N/A
Harbor Master:	N/A
Other:	_____

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: <u>Elizabeth A. Haynes</u>	DATE: <u>4/9/2025</u>
REVIEW #1: <u>[Signature]</u>	DATE: <u>4/17/2025</u>
REVIEW #2: _____	DATE: _____
APPROVAL: _____	DATE: _____



Facilities Use Request City of Belfast, Maine



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This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME:	Belfast Summer Nights		
BRIEF EVENT DESCRIPTION:	Annual summer concert series held at Steamboat Landing Park, Thursdays, 5:30-7:30 PM (see schedule); last 2 concerts, 5-7 PM		
DATES and TIMES:	June 27 (Belfast Common), July 3-Sept. 4 (Steamboat Landing)		
PROPOSED LOCATIONS/AREAS TO BE USED:	Lower Steamboat Landing Park with electrical access; Belfast Common, sidewalk set-up for stage + electrical access		
ORGANIZING GROUP (if applicable):	Belfast Summer Nights		
GROUP REPRESENTATIVE/INDIVIDUAL NAME:	Ando Anderson, Chairman		
MAILING ADDRESS:	106 Bog Road, Northport, ME 04849		
PHONE NUMBER:	207-322-7123	EMAIL:	andoanderson51@yahoo.com

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207- 338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. Approvals will not be provided to individuals or groups who are uncertain of their plans.

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

Weekly free concerts for the public in Steamboat Landing Park

Based on the facilities noted above, how do you intend to use the spaces requested?

State set-up plus electrical access, tents for inclement weather and tent for band break area. Southwest corner of park near electrical access/gate is where stage is located if using the 8' x 4' stage pieces. On-going stage discussion happening at this time.

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

Closing Boathouse lot to be handicap-parking, staff/volunteers, load-in/load-out for bands only; barricades and signage needed.

If yes, who will be managing the street closures?

Parks and Recreation and/or Belfast Summer Nights will handle barricades and signage.

How many people do you expect at your event?

250-1,000, based on band at concert

How many volunteers do you expect at your event?

8 total to include sound vols.

Will YOU or YOUR GROUP be selling things at this event? If yes, what will you be selling, and please provide descriptions.

N/A

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

The bands/musicians will sell merchandise (their responsibility).

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

No

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

N/A

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

N/A

How do you propose to handle garbage removal?

Parks and Recreation will provide additional trash cans and some recycling containers as well. Trash will be removed by P & R.

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

We will follow new parking recommendations, and Belfast Summer Nights will share parking instructions via social media.

How do you propose to handle security, if needed.

We will not have internal security, but would contact 911 if an emergency occurred. If there is a Policy Bicycle crew, we would welcome them to stop by regularly.

How do you propose to handle the need for regular and accessible restrooms?

Belfast Boathouse Porta-Johns will be utilized.

What are your electrical needs, and how will you provide electricity?

Power Box provided by Parks and Recreation, tied to main power by parking lot.

What kind of noise do you expect to generate at this event and during which specific period of time?

Music

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

Provide tents over the stage and break area; cover speakers. If heavy rain, we stop the concert and load-up equipment. If inclement weather occurs in afternoon, weather decision made just before concert. Weather delay is typical plan

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

No

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

Alcohol is not served at this event nor is it encouraged.

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Map Attached: Yes No (If no, when will map be available to review?) _____

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

Non-profit has been established, but not self-insured. Requesting City Insurance coverage.

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

N/A

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Ando Anderson 207-322-7123
Annadeene Fowler 207-322-5837

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

Outdoor tables, outdoor chairs, 10x20 tent and 10x10 tent, sandwich boards, cones, barricades/signage.

Are there any other details you haven't addressed and that you would like to include?

N/A

Have you reviewed the specific policies for use of City-owned property, located in Appendix A, particularly the information about reservations being secured in advance, and changes that could occur to your event (middle of pg. 7, under Scheduling)?

Yes

No

Specific Department and Services Requested

City Manager: _____

Police: _____

Fire/ Ambulance: _____

Parks and Rec.: _____

Public Works: _____

Harbor Master: _____

Other: _____

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: *Amy Adams Fowler* DATE: 4/10/25

REVIEW #1: *[Signature]* DATE: 4-23-25

REVIEW #2: *[Signature]* DATE: 4/28/25

APPROVAL: _____ DATE: _____



Facilities Use Request City of Belfast, Maine



The City of Belfast owns streets, sidewalks, parks, land, and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This application is specifically for City property such as waterfront parks, pavilions, streets, sidewalks, etc. This application is NOT for the Belfast Boathouse, but it may be required in addition to the Belfast Boathouse Rental Application if you are planning an event that includes both the Belfast Boathouse and Steamboat Landing Park.

This application must be submitted 60 days or more before the proposed event date. This allows for the application to be reviewed by all departments and to be reviewed and approved by the Belfast City Council.

EVENT NAME: Post Pride Parade Celebration

BRIEF EVENT DESCRIPTION: Pride celebration at the end of the parade.

There will be activities such as face painting, dancing and games. Food will be provided.

DATES and TIMES: 6/7/25 11:30am-1:00pm

PROPOSED LOCATIONS/AREAS TO BE USED: The lawn space of Heritage park

ORGANIZING GROUP (if applicable): Our Town Belfast and BAHS GSA

GROUP REPRESENTATIVE/INDIVIDUAL NAME: Nadejda Stancioff

MAILING ADDRESS: 25 Lions Way Belfast ME

PHONE NUMBER: (207) 975-9723 **EMAIL:** nstancioff@rsu71.org

All applications and related documents must be returned to the Belfast Parks and Recreation Office at City Hall, 131 Church Street, Ground Level (drop off at City Clerk's office). Questions? Please call 207- 338-3370 Ext. 127 or parksandrec@cityofbelfast.org.

This is a planning checklist for your benefit as well as the City's. **All activities must be included in the event description; anything not included cannot be approved and cannot be added later unless a second or revised application is submitted. Approvals will not be provided to individuals or groups who are uncertain of their plans.**

When you are ready to submit your application, please attach maps, additional sheets, event outlines etc. which will help to explain your request. If any of the following questions do NOT apply to your event, simply write N/A (not applicable) in the space provided. Thank you.

Describe in detail the activities within your event and the schedule you are proposing.

The parade will end in Heritage park where we will have face painting, a DJ, and some food for people to enjoy. People will spend time socializing and then disburse to walk back to their vehicles which will be parked at Belfast High School.

Based on the facilities noted above, how do you intend to use the spaces requested?

We intend to walk and sit on the lawn.

Are you asking to close off any City Streets? If so, please list by street name (include from where-to-where the street will be blocked, days, times, etc.).

We do not need to close off any city streets

If yes, who will be managing the street closures?

N/A

How many people do you expect at your event?

350-400

How many volunteers do you expect at your event?

10-15

Will YOU or YOUR GROUP be selling things at this event? If yes, what will you be selling, and please provide descriptions.

We may sell t-shirts and pride shwag

If you will not be selling anything, will others at this event be selling items? If yes, please provide details.

Will you be renting spaces to vendors on City property? If yes, please provide for the type of vendors and your fees.

The Darling Ice Cream Truck will be parked next to the green on the side road.

Please provide an explanation of vendor space sizes, locations, load-in/load-out details, etc.

The vendor is a large truck and will park next to the lawn. They will be there for the duration of the event.

Does this event call for any type of open fire, including for cooking purposes? If so, please describe what fire safety measures you plan on employing associated with this potential hazard? NOTE: a fire permit may be required.

No

How do you propose to handle garbage removal?

We will use the garbage cans available and will remove all garbage at the end of the event.

How do you propose to handle parking and how will parking instructions be communicated to vendors, volunteers, service providers, and your customers?

Parking will be at Belfast Area High School.

How do you propose to handle security, if needed.

We will have 10 adult volunteers who will help direct people along the parade route and keep people from walking into the road at Heritage park.

How do you propose to handle the need for regular and accessible restrooms?

People will access the public restrooms as needed

What are your electrical needs, and how will you provide electricity?

We will need electricity for the DJ to connect to

What kind of noise do you expect to generate at this event and during which specific period of time?

We will play music from 11:30-1:00

What are your event safety protocols (i.e., weather, injury), and will you have a First Aid tent?

We will have volunteers circulating and they will be available to direct people to resources. We will have a first aid kit on hand.

Have you spoken to the neighbors in the area of this event regarding traffic, noise, parking etc.? NOTE: You may need to provide parking lot monitors and signage for your event.

N/A

Will any alcohol be served or consumed at this event? If yes, please provide details on who will be providing that service, including their contact information (phone and email). NOTE: Additional permits may be required for your event based on your service provider, their liability insurance coverages, and any existing permits they may have.

No

Please attach a map that shows your event's boundaries, how you will set-up your event (vendors, beer/wine garden, restrooms, where activities will be located, your access points, and any other pertinent details).

Map Attached: Yes No (If no, when will map be available to review?) _____

Are you able to provide a Certificate of Insurance in the amount of \$1,000,000 that also lists the City of Belfast as an additional insured to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

Yes

Who is your insurance agent that will provide the Certificate of Insurance as proof of this policy?

Alliant Insurance Services, Inc.

Who will be in charge of the event and on-site for the majority of the event's duration? Please include cell phone numbers and an email address.

Nadejda Stancioff and Amanda Cunningham (207) 975-9723

Are you asking the City for any additional services over and above the request to use the facilities you have described above? If so, please be specific. (Examples: barricades, security/street closures, electrical access, etc.)

No

Are there any other details you haven't addressed and that you would like to include?

No

Have you reviewed the specific policies for use of City-owned property, located in Appendix A, particularly the information about reservations being secured in advance, and changes that could occur to your event (middle of pg. 7, under Scheduling)? Yes No

00920

2102

Specific Department and Services Requested

City Manager: _____

Police: We request police presence at the park.

Fire/ Ambulance: _____

Parks and Rec.: _____

Public Works: _____

Harbor Master: _____

Other: _____

Remember, if any aspect of the activity you wish to conduct is not specifically listed on this checklist, then there will be no permission to conduct that activity unless an amended form or an addendum is filed for approval by City Council. Any amendments or addenda must be filed more than 60 days prior to the event date.

I certify that I am at least twenty-one (21) years of age. I have read and fully understand the Facilities Request Application and also the rules and regulations utilizing Belfast Parks and Recreation's facilities and property. I am an authorized representative of above listed business, organization, or event and will abide by all rules and regulations set forth by this agreement. I understand and fully agree to forfeiture of any or all deposits if I am not in compliance with the terms set forth by this agreement. In signing this form as an individual or as a representative of the above listed business or organization, release the City of Belfast from any and all liability in case of death or injury during the use of any City-owned facility or property.

SIGNATURE: *Pamela J. Salokangas*

DATE: 4/18/25

REVIEW #1: Pamela J. Salokangas

DATE: April 21, 2025

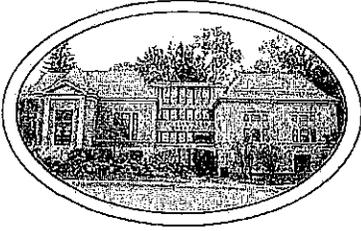
REVIEW #2: _____

DATE: _____

APPROVAL: _____

DATE: _____

9.L



BELFAST FREE LIBRARY *www.belfastlibrary.org*
106 HIGH STREET • BELFAST, MAINE 04915 • 207-338-3884 • FAX: 207-338-3895

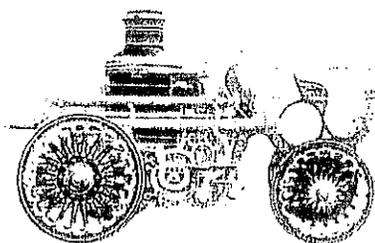
TO: Erin Herbig, City Manager
FROM: Steve Norman 
DATE: April 30, 2025
SUBJECT: Approve hiring part-time Library Assistant

I request that the City Council approve the hiring of Gisele Lucia for the open part-time Library Assistant position.

Gisel (Gigi) has accepted the offer to become a part-time Library Assistant at Range 6, Step 1. She will step into the position vacated when Randi Box became the Teen Library Assistant last month. Gigi has extensive experience working in other libraries—even in other libraries that use the same Minerva platform we use.

Thank you very much.

10.A



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

April 28, 2025

Honorable Mayor Sanders
Belfast City Councilors
City Mgr. Herbig

Re; Full time Paramedic/Firefighter Craig Barrett

I submit for your confirmation, Craig Barrett for the position of full time Paramedic/Firefighter.

Craig has 21 years of service in Emergency medical services and most recently as a Critical Care Flight Paramedic for Life Flight of Maine.

Craig lives locally here in town with his son Connor, who attends Belfast Area High School. Sailing and outdoor recreation are his go to activities in his down time. He is looking forward to serving the community in which he lives and being close by for Connor as he navigates high school.

I believe Craig will be a great addition to our team and continue to serve the Citizens of Belfast and surrounding communities well.

Thank you.

Patrick Richards

Fire Chief/Ambulance Director



**City of Belfast
Employment Opportunity
Full-time Paramedic/Firefighter**

The City of Belfast, a vibrant, development-focused community of 7,000 located in midcoast Maine, is seeking a full-time Paramedic/Firefighter. This is a skilled Paramedic EMS position with firefighting responsibilities, both emergency and non-emergency. It involves responding to a wide range of medical and fire suppression emergencies to ensure the stability and safety of our community. **Paramedics not interested in firefighting are encouraged to apply.**

The successful candidate must have a High School Diploma or equivalent, State of Maine Class C Operator's License, and a Maine EMT Paramedic License. A Fire or EMS-related Associate degree, CDL, and State of Maine Firefighter I/II with SCBA certification is preferred. Candidates with an AEMT license, who intend to obtain a Paramedic qualification within a reasonable period are encouraged to apply. Employment contingent on background check and post-offer physical exam.

The salary range for this position is \$27.51 to \$29.18 hourly for Firefighter I & II with Paramedic Certification, in addition to a competitive benefits package. The schedule for this position regularly includes rotating 24-hour shifts that may include nights, weekends, and holidays: 24 on, 48 off, 24 on, 96 off.

All applications are to be submitted in confidence and should include a completed Belfast Employment Application Form (www.cityofbelfast.org/Jobs), cover letter, and resume which must be received by the Human Resource Administrator, Nancy Driscoll, no later than 6:00 PM on Wednesday, April 9th, 2025. Applications can be sent in a sealed envelope and may be submitted online or delivered by email, mail, or in-person to:

City of Belfast
Paramedic/Firefighter Search
C/O HR Administrator
131 Church Street
Belfast, Maine 04915

Or by email to: hr@cityofbelfast.org
The City of Belfast is an equal-opportunity employer.



Firefighter/Paramedic

Nature of this Position:

Firefighter/Paramedics have a wide array of responsibilities specific to the situation at hand. Firefighter/Paramedics deal with a wide variety of emergencies. They be willing to work at least 24-hour shifts, nights, holidays, and weekends. Must be competent and knowledgeable, committed and focused as well as self-motivated. To contribute the best you can to help people in need and save lives.

Duties and Responsibilities:

Provide emergency medical assistance, such as CPR or bandaging a wound

Operate ambulance equipment and respond to radio transmissions

Quickly and efficiently assess a patient's condition and determine the best course of treatment

Transport patients safely in an ambulance

Lead and coordinate the team responding to an emergency

Provide first aid or life support to patients who are sick or injured

Monitor patient's condition in route to the hospital

Collaborate with interested parties (police, firefighters, doctors, etc.)

Transfer patients to the emergency area of the hospital or other healthcare facility

Report what they saw and did to doctors, nurses, or other healthcare staff

Effectively and professionally communicates details of the situation and procedures to patients, family members, coworkers, and healthcare staff in verbal and written form

Problem-solving skills for quickly understanding the patient status and symptoms and for administering required treatment

Demonstrates the ability to safely lift, transfer, and maneuver patients in and out of ambulances, facilities, residences, and other locations

Provide support to patients in life-threatening situations and under great stress, showing integrity and compassion towards human pain / suffering

Interpersonal skills to work in teams and coordinate with others to handle stressful situations.

Work efficiently with other emergency responders and accept direction from supervisors

Must be able to make reasonable and responsible decisions as a team leader

Necessary Special Requirements

Maintain, on file, a clean and valid Maine driver's license

Obtain and maintain, on file, a current Maine EMS provider license

Obtain and maintain, on file, CPR, ACLS, PHTLS, PALS and PIFT credentials

Maintain, on file, EVOC certification

Interior firefighter qualified, maintain a clean-shaven appearance

Since Firefighter/Paramedics lift, kneel, and bend throughout their job, they need to maintain great physical condition and health, routine physicals may be required. This requires the ability to lift at least 80lbs, climb many flights of stairs carrying gear or perform CPR for several minutes.

Demonstrates the attitude of a Health Care Professional to include, but not be limited to, maintaining a clean appearance, demonstrating courteous, professional, and ethical behavior, and demonstrating the ability to work cooperatively with other members of the team.

Maintains strict confidentiality regarding all information pertaining to City policies, patient data, forms, manuals, charts, employee data, or any other sensitive or confidential information obtained while employed by or pertaining to the City of Belfast, its employees, or patients.

CRAIG BARRETT

Belfast, ME 04915

March 31, 2025

C/O HR Administrator
City of Belfast

RE: Paramedic / Firefighter

Dear Hiring Manager,

I am writing to express my interest in the Paramedic/Firefighter position with the City of Belfast. With a two decades of experience as a Paramedic, including recent experience at Lifeflight of Maine, I have honed my skills in critical thinking, problem-solving, and communication—qualities that I believe are essential for effectively contributing to your team.

Throughout my career, I have been committed to ensuring the safety and well-being of those in critical situations. My role has required me to respond swiftly and efficiently under pressure while collaborating closely with medical professionals and emergency responders. This experience has instilled in me a strong sense of teamwork—a quality that aligns perfectly with your organization's values.

The prospect of combining paramedic duties with firefighting responsibilities in the town that I live excites me as it allows for broader community impact. I am eager to bring my expertise in emergency response and patient care to this role, providing stability and safety during both medical emergencies and fire suppression efforts.

Thank you for considering my application. I look forward to the opportunity to contribute positively as part of your dedicated team at the City of Belfast.

Thank you for your time and consideration.

Sincerely,

Craig A. Barrett

CRAIG BARRETT

CB

CRAIG BARRETT

Summary

Dynamic and accomplished Critical Care Flight Paramedic with extensive experience at LifeFlight of Maine. Proven track record in managing high-stakes operations, enhancing team performance, and securing vital resources. Skilled in advanced life support and fostering collaboration among medical professionals to ensure exceptional patient care. Committed to excellence in emergency medical services.

Skills

- Flight Paramedic Certification #14456
- NREMT-Paramedic #M5049500
- State of Maine Paramedic #27339
- State of Maine PIFT Certification
- State of New Hampshire Paramedic #36425
- State of Ohio Paramedic #0133137
- Current ACLS, PALS, BLS, TCCC, ATLS, STABLE, NRP and PHTLS.
- Neonatal Flight Paramedic
- American College of Surgeons "Stop the Bleed" Instructor
- National Incident Management System ICS 100, 200, 300, 700, 800, and L0583.
- Certificates in Project Management and Grant Seeking
- Combat Care for Working Dogs Certification
- Remote Duty Paramedic
- U.S. Dept of State Secret Clearance
- U.S. Dept of Defense Secret Clearance

Experience

LifeFlight of Maine | Bangor, ME
Critical Care Flight Paramedic
08/2021 - 04/2025

- Critical Care Flight Paramedic in a busy (approx 3,500 calls/year) non profit CAMTS accredited flight program.
- Neonatal trained Flight Paramedic.
- Serve on the Safety Committee as well as teach yearly winter survival skills.

Passamaquoddy Tribe | Pleasant Point, Maine
Paramedic Chief
08/2019 - 08/2021

- Oversee all operations of Pleasant Point EMS (approx 500 calls/year) to include all duties of a paramedic.
- General Staffer in charge of Operations for Tribal Covid-19 Incident Management Team.
- Resurrected closed EMS department to fully functional 911 service, inter-facility transfer service, and a community paramedic service.
- Managed grants and federal sourcing that resulted in two new ambulances, tempus cardiac monitors, ventilators, POC ultrasound, ROSC-U mechanical CPR, Mobile Integrated Community Health program and truck, 24 bed field hospital with 10 ICU bed capability, telemedicine, community Covid-19 testing and vaccinations.
- Supervised QA/QI of patient care reports, employee evaluations, supply ordering, vehicle maintenance logs, shift scheduling, after action reviews, continuing education, development and implementation of training programs, streamline and improve billing practices.
- Promote team morale and development, including recruiting and training for any vacancies to ensure adequate personnel.
- Developed strong rapport with other medical professionals to foster

quality and efficient patient care.

U.S. Department of State | Kabul,
Afghanistan
PSS Tactical Paramedic
06/2011 - 07/2019

- Close protection of U.S. Ambassadors and other U.S. Diplomats through the WPS2 Program under the RSO Section of the U.S. State Dept.
- Analyze intelligence as it relates to U.S. missions.
- Manage MASCAL operations and training at the U.S. Embassy KABUL.
- Flight MEDEVAC Paramedic for high level diplomats.
- Rapidly respond to austere kinetic events involving U.S. personnel in harm.

LANE Life Trans | Mineral Ridge, Ohio
Paramedic
10/2015 - 10/2016

- Full-time Paramedic in an extremely busy system (approx. 48,000 calls/year).
- Field Training Officer and CE Instructor.
- 911 service and Mobile Intensive Care Transport with RN/Medic Team.

Johnston TWP Fire Department |
Farmdale, Ohio
Lead Paramedic
07/2008 - 10/2016

- Supervising Paramedic in rural area 911 system covering multiple townships (approx 3,500 calls/year).
- Extremely aggressive protocols and trials for National Registry.
- Field Trials of RSI, blood products, anticoagulants, CPR machines.
- Training officer and instructor for ACLS, PALS, PEARS, CPR, PHTLS, TCCC.

Community EMS District | Garrettsville,
Ohio
Paramedic Captain
02/2010 - 07/2011

- Supervised and directed an EMS/Rescue company responsible for the EMS and Specialized Rescue of a five township area (approx 6,000 calls/year).
- Specialized Rescue included HAZMAT, High Angle Rope, Vehicle Extrication, and Mass Casualty Incident Command.
- Other responsibilities include QA/QI of Patient Care Reports, Employee Evaluations, Supply Ordering, Vehicle Maintenance Logs, Shift Scheduling, After Action Reviews, Teaching Continuing Education Courses, and Developing and Implementing Training Programs.

Clemente Ambulance | Youngstown, Ohio
Paramedic FTO
04/2007 - 02/2010

- Supervising Paramedic in an extremely busy (approx 56,000 calls/year), Inner City 911 service, Mobile Intensive Care Transport with RN/Medic team.

Education and Training

Aultman Hospital College of Nursing | Ohio
Paramedic
10/2007
Paramedic Certification, NREMT-P

Youngstown State University | Ohio
EMT Basic
12/2005
EMT-Basic.

Contracted Cadet in U.S. Army Reserve Officer Training Corp under U.S. Special Forces Candidacy Program.
Officer training and Military Science specialty.
Combat Lifesaver Certification.

Employment Application Form

Applicant Information

Full Name: Barrett Craig A Date: 3/31/2025 10:22:28 A
Last First M.I.

Address: _____
Street Address Belfast *Apartment/Unit #* _____
ME 04915
City _____ *State* *ZIP Code*

Phone: _____ E-mail Address: _____

Date Available: 04/09/2025 Desired Salary: \$ _____

Position Applied for: Full-time Paramedic/Firefighter

Are you eligible to work in the United States? YES NO Employment Desired? Full Time Part Time
Have you ever worked for this organization? YES NO Hours of work (per week) desired? 40-48
Have you ever been convicted of a felony? YES NO

If yes, explain:

(Number of conviction(s), nature of offense(s) leading to conviction(s), how recently such offense(s) was/were committed, and sentence(s) imposed)

Education

High School Niles McKinley High School Address: 616 Dragon Dr, Niles, Ohio 44446

Did you graduate? YES NO Degree: HighSchoolDiploma

College Youngstown State University Address: Youngstown Ohio

Did you graduate? YES NO Degree: EMT-Basic

Other Paramedic Program Address: Aultman College of Nursing, Canton

Did you graduate? YES NO Degree: Paramedic

Previous Employment

Company: Lifelight of Maine **Phone:** 207-275-2961
Address: 189 Odlin Rd, Bangor, ME 04401 **Supervisor:** Nate Bassett
Job Title: Flight Paramedic **Starting Salary:** \$ **Ending Salary:** \$

Responsibilities:
Critical Care Flight Paramedic

From: 08/21 **To:** 04/25 **Reason for Leaving:** Better work/life balance
May we contact your previous supervisor for a reference? YES NO

Company: Pleasant Point EMS **Phone:** 207-853-2600
Address: 22 Bayview Dr, Perry, Maine 04667 **Supervisor:** Tribal Government
Job Title: EMS Service Chief **Starting Salary:** \$ **Ending Salary:** \$

Responsibilities:
EMS Service Chief

From: 08/19 **To:** 08/21 **Reason for Leaving:** Hired at Lifelight
May we contact your previous supervisor for a reference? YES NO

Company: U.S. Dept of State, Garda Fed Services **Phone:**
Address: U.S. Embassy, Kabul, Afghanistan **Supervisor:** Multiple
Job Title: PSS Tactical Paramedic **Starting Salary:** \$ **Ending Salary:** \$

Responsibilities:
See resume

From: 06/11 **To:** 07/19 **Reason for Leaving:** Tired of being overseas.
May we contact your previous supervisor for a reference? YES NO

Military Service

Branch: _____ From: _____ To: _____

Rank at Discharge: _____ Are you currently in the Armed Forces? YES NO

References

Please list three professional references.

Full Name: Brad Allegar Relationship: Flight Paramedic

Company: Lifelight of Maine Phone: _____

Address: _____

Full Name: David Saquet MD Relationship: Medical Director at Lifelight

Company: Lifelight of Maine Phone: _____

Address: _____

Full Name: Charlotte Duncan Relationship: Flight Paramedic

Company: Lifelight of Maine Phone: _____

Address: _____

Disclaimer and Signature

I certify that my answers are true and complete to the best of my knowledge and that intentional misrepresentations or omissions may be cause for the rejection of my application and that if hired I may be released from employment.

I understand that the company may require me to successfully complete a pre-employment drug and alcohol test as a condition of employment and that continued employment may be based on the successful completion of similar tests.

I understand that the company may as part of the hiring process request an investigative consumer report from a third party entity or agency including information concerning my character, general reputation, personal characteristics, credit records, and mode of living. I may make a written request to the company to provide me with additional information regarding the nature and scope of any such report.

I understand that employment with your company is "at will" and nothing in the interview or hiring process, this application, or your company policies are intended to create an employment contract between myself and the company. Employment may be terminated by either party at any time for any reason with or without notice.

Signature: Electronically Submitted

Date: 3/31/2025 10:22:28 AM

City of Belfast
Employment Application Addendum

Have you filed an application or been employed here before? No

If yes, position and date(s): _____

AGREEMENT:

I certify that the answers provided by me herein are true and complete to the best of my knowledge.

I authorize you to make such investigation and inquiries of my personal employment, and other related materials that may be necessary in arriving at an employment decision. I hereby release employers, schools, and person from all liability in responding to inquiries in connection with my application.

I understand that person(s) soliciting this application may base their selection of applicants to interview or hire on qualifications listed in the Administrative Personnel Code of the City of Belfast, and that I am not entitled to an interview simply by virtue of having applied for the position.

In the event of employment, I understand that false or misleading information provided in application or interview(s) may result in my discharge. I understand also that I am required to abide by all the rules and regulations of the City.

Date: 4/15/25



Signature of Applicant



Printed Name

BELFAST

Active Transportation & Accessibility Plan -2025-





Image: Joseph - stock.adobe.com

FOREWORD

This document is the product of many months of work on the part of the Belfast Pedestrian, Transportation, and Accessibility Committee (PTAC), in collaboration with the planning firms Street Plans and James Tassé Consulting, the Maine Department of Transportation (MDOT), the Belfast Economic Development Department and the Belfast Planning and Codes Department. It was funded by the City of Belfast, with a matching grant provided through MDOT's Planning Partnership Initiative.

The PTAC is a voluntary and advisory committee charged with improving conditions for pedestrians, cyclists, and those using wheelchairs, scooters, or other non-automotive means to navigate our city. This plan provides the committee and the public with a much-needed framework for identifying, prioritizing, and coordinating the projects we recommend to the City Council, many of which, by necessity, will be implemented in stages as funding permits.

This plan builds on the insights and successes of earlier initiatives—the Troy Howard Trail Feasibility Study (2002), the Belmont Avenue Pedestrian and Bicycle Master Plan (2013), and the Belfast Walkability Audit (2014)—whose example demonstrates that, with persistence, change of this kind is achievable. Inspired by that conviction, the current plan envisions a healthier, more accessible, and more economically vibrant Belfast, while providing the practical tools to make that vision a reality.

It is our intent that the Active Transportation and Accessibility Plan functions in tandem with Belfast's Comprehensive Plan in guiding improvements to current infrastructure and directing future development. The PTAC is committed to serving as a steward of this plan, keeping it on the table rather than in a drawer, and working with City officials and departments to ensure that the investment it represents yields dividends for many years to come.

City of Belfast Pedestrian, Transportation, and Accessibility Committee:

- David Aguiar
- Neva Allen
- Brenda Bonneville, City Councilor/City Council liaison
- Abigail Curtis
- Bill Durkin
- Cara Harshman
- David Loxterkamp
- Glenn Montgomery
- Joie Reynolds
- Bruce Snider, Chair
- Alexandra Sykes, City Planner/City staff liaison

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About This Plan

Introduction

This is Belfast's first citywide Active Transportation and Accessibility Plan! It was made possible with funding from the City of Belfast and the Maine Department of Transportation's (MaineDOT) Planning Partnership Initiative program. On behalf of the City, the project was managed by the Belfast Pedestrian, Transportation, and Accessibility Committee (PTAC).

“Active transportation includes all forms of transportation that primarily rely on human power.”

Active transportation includes all forms of transportation that primarily rely on human power. Walking, cycling, rollerblading, scooting, or rolling in a wheelchair are all considered forms of active transportation. Providing safe, connected, and accessible non-motorized options is important for those in our community who can't drive, either due to their age (young and old) or physical abilities. It's also important for those in who don't have regular access to a vehicle or those who do but simply enjoy making their trips around town more physically active.

Historic communities like Belfast were established long before the invention of the combustion engine. As such, they were built for walking; narrow streets, small residential lots, and the comingling of destinations (work, school, houses of worship, parks, etc.) defined intown living. But over the past 100 years many communities, including Belfast, redesigned existing streets and built new ones to better accommodate motor vehicles — public infrastructure investments focused on road widening, highways, bridges, and parking lots. Land use requirements also encouraged vehicular use by requiring on-site parking and a built form that put the emphasis on vehicular access.

While increased vehicular mobility allows people to access more goods, services, and social opportunities (especially for those living in more rural environments), a narrow focus building car-oriented infrastructure can come at the detriment to people being able to move freely and safely around their community without a vehicle.

With the goals of enhancing the quality of life for all residents, improving roadway safety, and providing viable mobility options, the Belfast Active Transportation and Accessibility Plan charts a strategic path forward, prioritizing future investments that maximize the value of those the community has already made. To accomplish the Plan's goals, this document includes the following four sections.

- 1 An analysis of existing conditions and relevant past planning efforts.
- 2 A summary of the public engagement process and its outcomes.
- 3 Physical street design recommendations for improving the City's active transportation network, including design proposals for priority corridors identified within the Plan.
- 4 A detailed list of written recommendations organized by corridor to help guide decision-making in the years ahead.

But first, let's take a look at six Big Ideas that emerged from the year-long community planning process.



How to Use This Plan

This **Active Transportation & Accessibility Plan** is designed to be a practical tool for decision-makers, city staff, community members, and advocates working to make Belfast safer and more accessible for people walking and cycling.

Here's how to use the plan effectively:

- 1 Start with the Big Picture**

The introductory section explains why active transportation matters in Belfast. It highlights historical context, current challenges, and the 'big ideas' that can help create a more connected and inclusive city. Use this information to foster shared understanding and community support!
- 2 Refer to the Existing Conditions Analysis**

Use this section to ground your efforts in data. It includes maps, observations, and summaries of previous planning efforts to help identify where needs exist and where momentum is already building.
- 3 Draw from Community Input**

The public engagement summary offers insight into what residents value and where they see opportunities for improvement. Using this section helps ensure future decisions align with community priorities.
- 4 Explore the Design Recommendations**

These are actionable ideas for improving the City's active transportation networks, including the Circle Route, Safe Routes to School, and the top 11 Priority Corridors, which are illustrated with visual concept drawings. Use these recommendations as a starting point for capital planning, grant applications, and project design. For more detailed recommendations flip to the Appendix.
- 5 Use the Tactical "Quick Build" Approach to Support Long-Term Change**

This section outlines strategies to test long-term, expensive capital projects with short-term and interim design improvements. These strategies are specially helpful for elected officials, planners, and advocacy groups who know perfect is the enemy of done!
- 6 Apply It Strategically**

This plan isn't meant to sit on a shelf. It's a roadmap for guiding future investments and decisions. Whether you are budgeting for infrastructure, reviewing development proposals, applying for grants, or advocating for safer streets.

By using this plan as a shared reference, the City and its partners can align on priorities, coordinate resources, and continue to take consistent steps toward making Belfast a more walkable, bikeable, accessible, and equitable place to live, work, and visit.

Big Ideas

1 Build The Circle Route

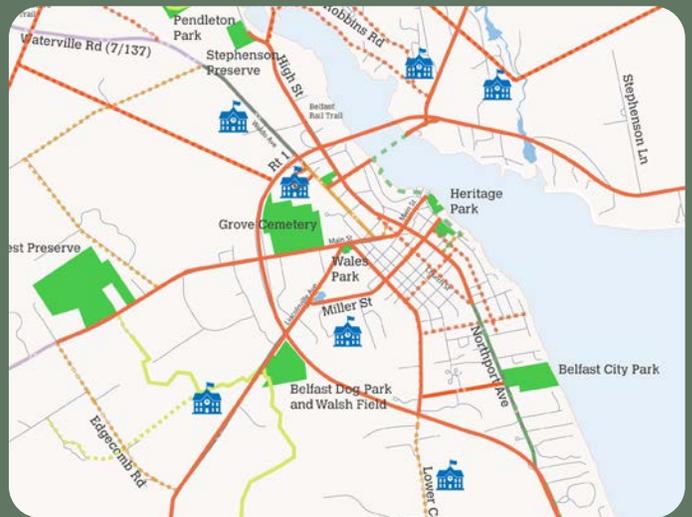
Belfast is fortunate to have a variety of scenic open spaces, preserves, and walking trails. However, the current active transportation network leaves most of these assets disconnected, requiring a car trip to go for a walk along the Little River Trail or at the Head of Tide Preserve. The proposed Circle Route is a 12-mile “outer loop” tying these assets together with a range of facilities, such as accessible sidewalks, bike paths, and dedicated roadway crossings. Whether for recreation or transportation, each additional segment of the Circle Route that is built will be beneficial for residents and visitors. To learn more about this Big Idea, turn to pages 46-47.



The Circle Route Map

2 Make Every Route to School Safe

Belfast's schools serve as the educational and social hub for a significant swath of the community. They also provide open space, entertainment, and services to a large demographic of residents. Safe Routes to School should be provided for all in the community, but especially for children who deserve the right to independently walk and roll safely to school. Learn more about this Big Idea on pages 48-49.



Safe Routes to School Map

3 Retrofit Route 1

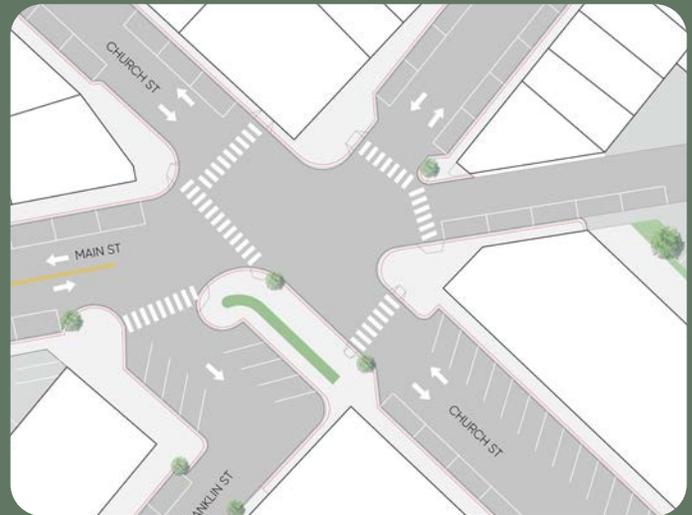
Route 1 is the most important transportation corridor serving coastal Maine. However, as it bypasses the center of Belfast, its grade separated design, presence of on- and off-ramps, and lack of active transportation facilities make it difficult to walk or roll along or across the corridor. Retrofitting the entirety of Route 1 with a shared use path, and creating safe, dedicated crossings at 8 key intersections will greatly improve access, mobility, and recreational opportunities for residents and visitors alike. Head to pages 54-55 to learn more about this Big Idea.



Route 1 Proposed Plan

4 Put the Square back into Post Office Square

Post Office Square is the most important gateway to historic downtown Belfast. As currently configured, this five legged intersection is confusing for all users and lacks usable public space. This plan proposes putting the square back into Post Office Square by simplifying vehicular travel movements, calming traffic, and greatly expanding the supply of public space. Flip ahead to pages 76-79 to learn more about this Big Idea.



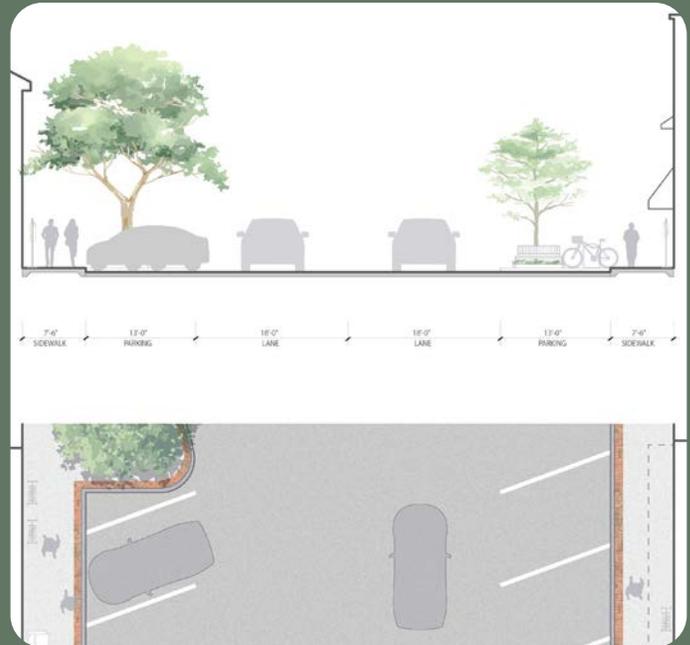
Post Office Square Existing Conditions Plan



Post Office Square Proposed Plan

5 Retrofit Main Street

Main Street is Belfast's economic engine and it depends on easy and safe access for people walking and rolling between various destinations. The existing portion of Main Street with diagonal parking leaves a paucity of space for social and economic activities. This plan seeks to improve the spatial quality of the public realm by widening the sidewalks by 175%, adding a range of amenities while maintaining curbside access for parking and deliveries. Turn to pages 62-63 to read more about this Big Idea.



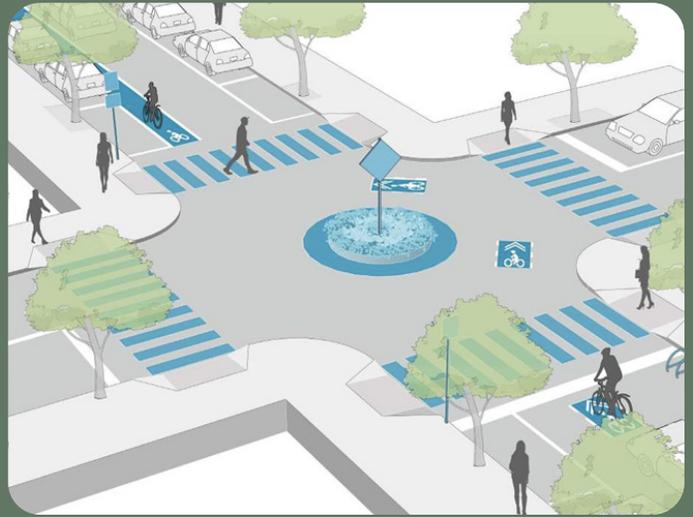
Main Street Existing Conditions



Main Street Proposed

⑥ Neighborhood Slow Streets Toolkit

Many streets within and outside of the Route 1 Bypass are narrow and feature very little vehicular traffic. They are often shared by people traveling on foot, bike, wheelchair, and driving. In these locations, applying a contextually-appropriate Neighborhood Slow Streets toolkit will make it even more comfortable for people of all ages and abilities to walk and roll safely. It will also negate the need to invest in more expensive linear facilities where available right-of-way is limited, ensuring limited resources are spent where they are needed most. Flip ahead to pages 81-84 to learn more about this Big Idea.



Neighborhood Slow Street Diagram



Belfast Today

Existing Plan Summary

The City of Belfast's Pedestrian, Transportation, and Accessibility Committee (PTAC) has worked extensively over the few years to identify and address active transportation needs within the community. Several efforts such as the 2013 Belmont Avenue Pedestrian and Bicycle Master Plan and the 2008 Vision for Pedestrian, Biking, and Hiking Mobility in Belfast report have outlined significant recommendations to improve pedestrian safety and accessibility, as well as to increase cycling. This work includes: implementing new sidewalks and bike lanes; improving the conditions of existing sidewalks; adding pedestrian activated beacons at high-volume intersections; and pursuing Route 1 safety enhancements.

These reports spurred action on several critical projects undertaken in the last few years that highlight the City of Belfast's commitment to advancing active transportation, including:

- Bike lanes implemented on Northport Avenue and Belmont Avenue / Main Street
- A multi-use path at Wales Park
- The Rail Trail completed in 2016
- A redesign of the intersection and crosswalk at Northport Avenue and Church street
- Numerous sidewalk additions and improvements citywide
- Wight Street expanded with multi-use paths

This Belfast Active Transportation and Accessibility Plan builds off of these past and recent city plans, as well as an existing conditions analysis, and extensive community feedback, to chart a strategic path for expanding active transportation infrastructure citywide. By learning from previous efforts, the plan puts forward strategies to further advance the community's vision for safe and accessible mobility infrastructure, no matter how one moves around town.



Main Street Bike Lane



Multi-use Path at Wales Park



Rail Trail

Existing Conditions Summary

The City of Belfast currently maintains nearly 38 miles of active transportation infrastructure. The facilities include sidewalks (15.5 miles), striped bicycle lanes (7.6 miles), walking trails (11.6 miles), and shared use paths (3.1 miles). The condition of this infrastructure is described in the pages ahead.



sidewalks

15.5 miles



striped bicycle lanes

7.6 miles



walking trails

11.6 miles



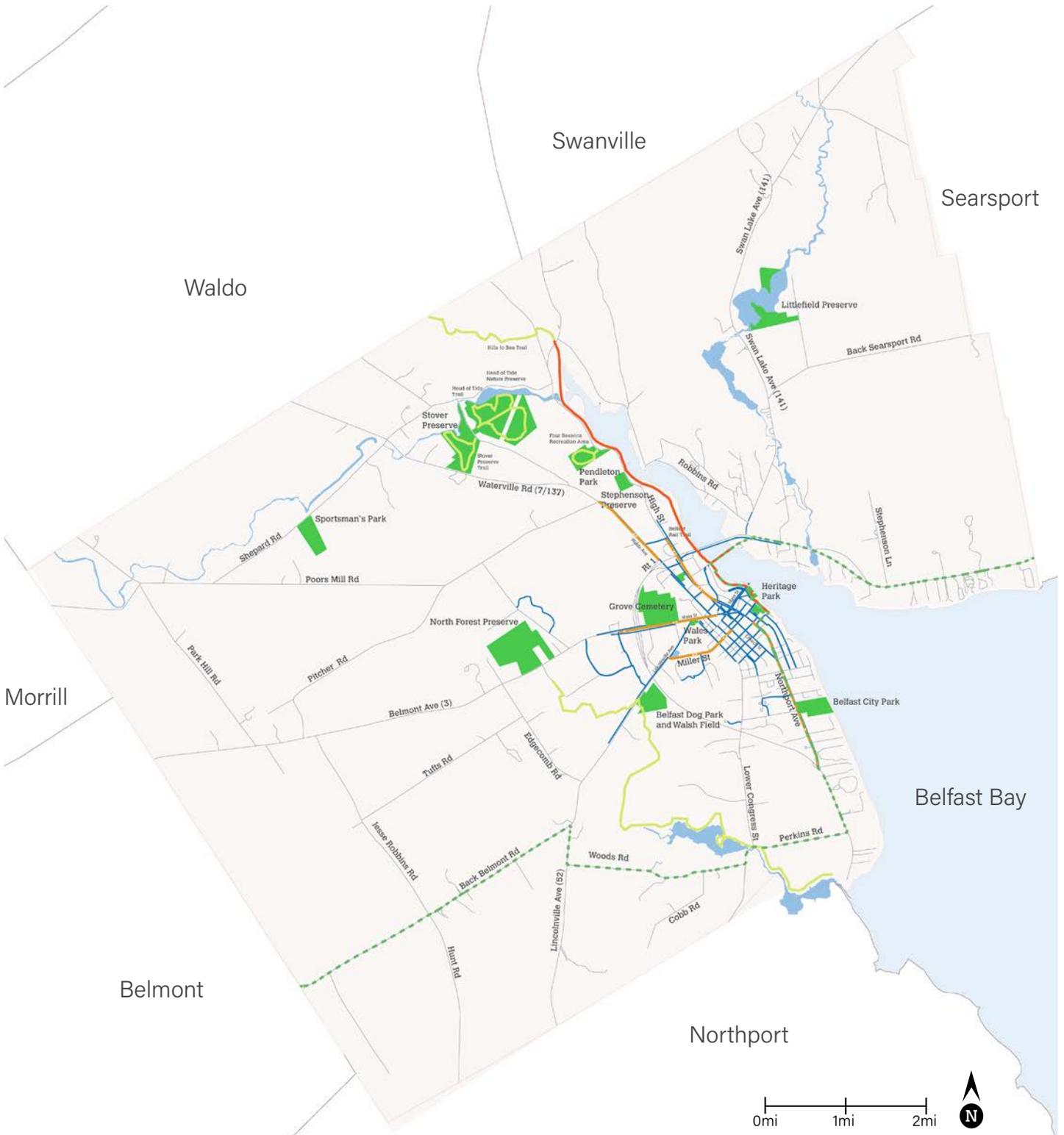
shared use paths

3.1 miles



Existing Active Transportation Network

	Sidewalks	15.5 miles
	Bicycle Lanes	7.6 miles
	Walking Trails	11.6 miles
	Shared Use Paths	3.1 miles
Total		37.8 miles
	East Coast Greenway Route	10.24 miles



Sidewalks

The vast majority of Belfast's sidewalk network exists inside the Route 1 Bypass. The quality of the sidewalk system varies tremendously, as does the material and design composition (see the following two pages for more details).

In the spring of 2024, a sidewalk assessment was undertaken by PTAC committee members. It involved documenting the condition of almost every sidewalk segment in the city. The results were reviewed and corroborated by the project consultant, Street Plans, who then further refined the categories and subsequent rating for each segment. As of Fall 2024, 34% of the sidewalk network is considered to be in a state of good repair; 23% includes portions in either fair or good condition; 15% includes segments that range from poor, fair, or good condition, while only 2% of sidewalks are entirely in fair condition. Finally, 21% includes portions that are in fair or poor condition and just 4% are solely in poor condition.

34%

The percentage of Belfast sidewalks in a full state of good repair.



Good



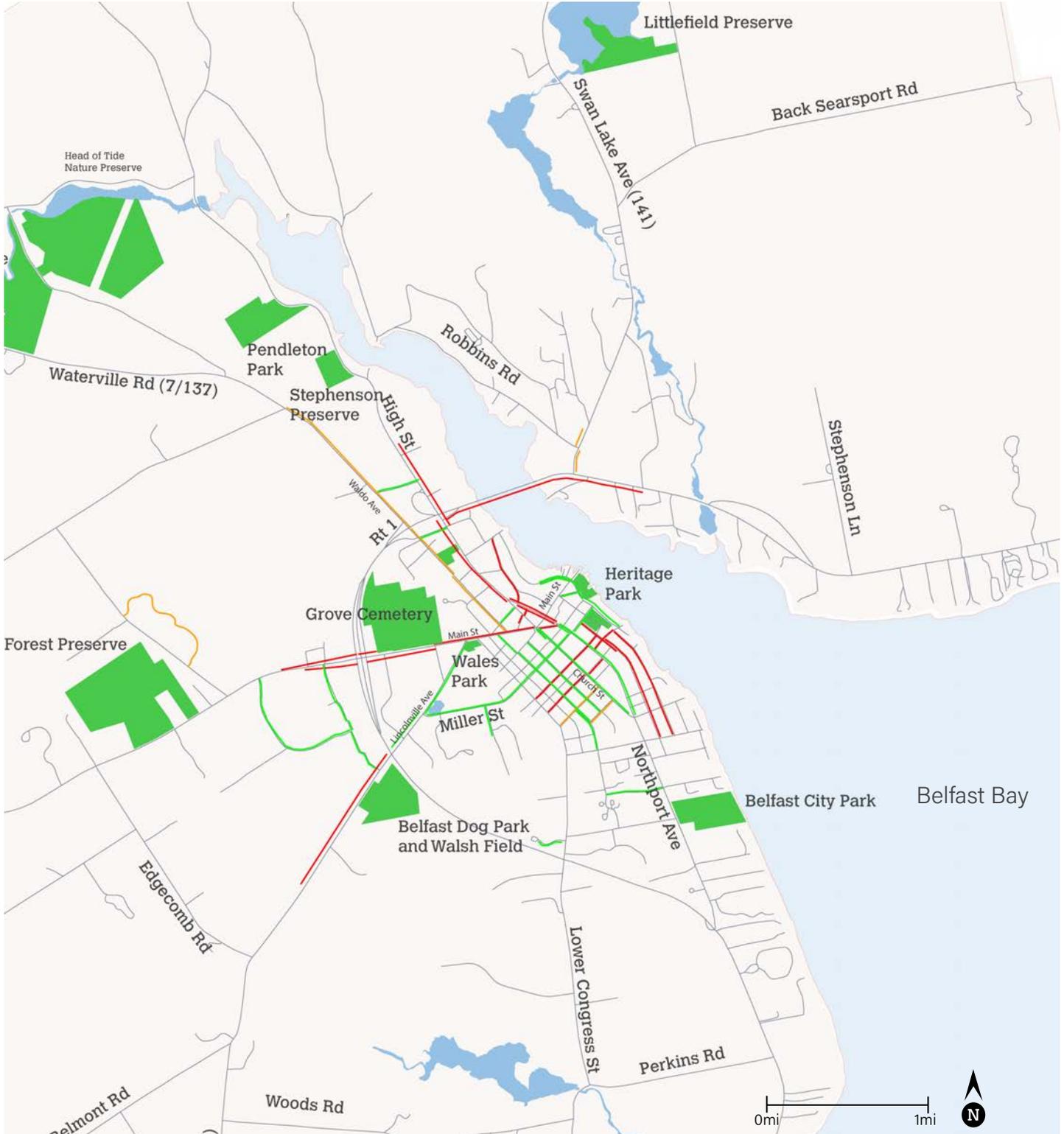
Fair



Poor

Existing Sidewalk Conditions

- Good
- Fair
- Poor



Pedestrian Facility Design, Materials, and Configuration

From urban to more rural settings, Belfast's pedestrian network is comprised of walking facilities with 12 different configurations.



1 Concrete | Granite Curb |
Brick Detail



2 Concrete | Granite Curb |
No Planting Strip



3 Concrete | Curbless



4 Paved | Granite Curb |
Planting Strip



5 Paved | Granite Curb |
No Planting Strip



6 Paved | Paved Curb |
Planting Strip



7 Paved | Paved Curb |
No Planting Strip



8 Paved | Curbless |
Planting Strip



9 Paved | Striped



10 Wooden Boardwalk



11 Crushed Gravel | Curbless | Path



12 Walking Trail

ADA Accessibility

A key factor in rating sidewalk conditions is assessing how safe and usable a particular segment, intersection, or building entrance is for a person with a physical or cognitive challenges; or how difficult it is for someone pushing a stroller, rolling a piece of luggage, or a shopping cart. Many of the existing links in the Belfast legacy sidewalk network were built to a standard that is not compliant with current American Disability Act (ADA) and Public Right Of Way Accessibility Guidance (PROWAG) standards. This means much of the sidewalk network lacks appropriate widths, curb ramps, detectable warning pads, or accessible signals, to say nothing of the actual condition of the concrete or asphalt. Disability or not, this impacts mobility and reduces the ability for community members to access all that Belfast has to offer.

Recent sidewalk investments have been built to an accessibility standard (see lower right image). However, bringing every link in the network up to compliance will not occur overnight. Like any community, limited resources ultimately impact how much sidewalk redesign work can be completed each year. Other conditions, like limited available right-of-way also impact the ability to retrofit sidewalks into a fully accessible condition. Thus, this plan seeks to balance a strategic expansion of the city's sidewalk network to be built to modern standards, while looking at other creative solutions, like removing sidewalk segments that may not be needed. Turn to the Belfast Tomorrow Chapter to learn more.



X Not Accessible



X Not Accessible



— More Accessible



✓ Accessible

Walking Trails

Belfast has more than 11.5 miles of walking trails located primarily within parks and preserves. This system includes the 7-mile Little River Trail and the southern terminus of the 47-mile Hills to the Sea Trail which links to the Belfast Rail Trail. While the condition of this network was not assessed closely as part of this planning process, it's worth noting that all existing trailheads are not connected to the city's sidewalk or bikeway networks, thus requiring most to have to drive to access such an important open space amenity.



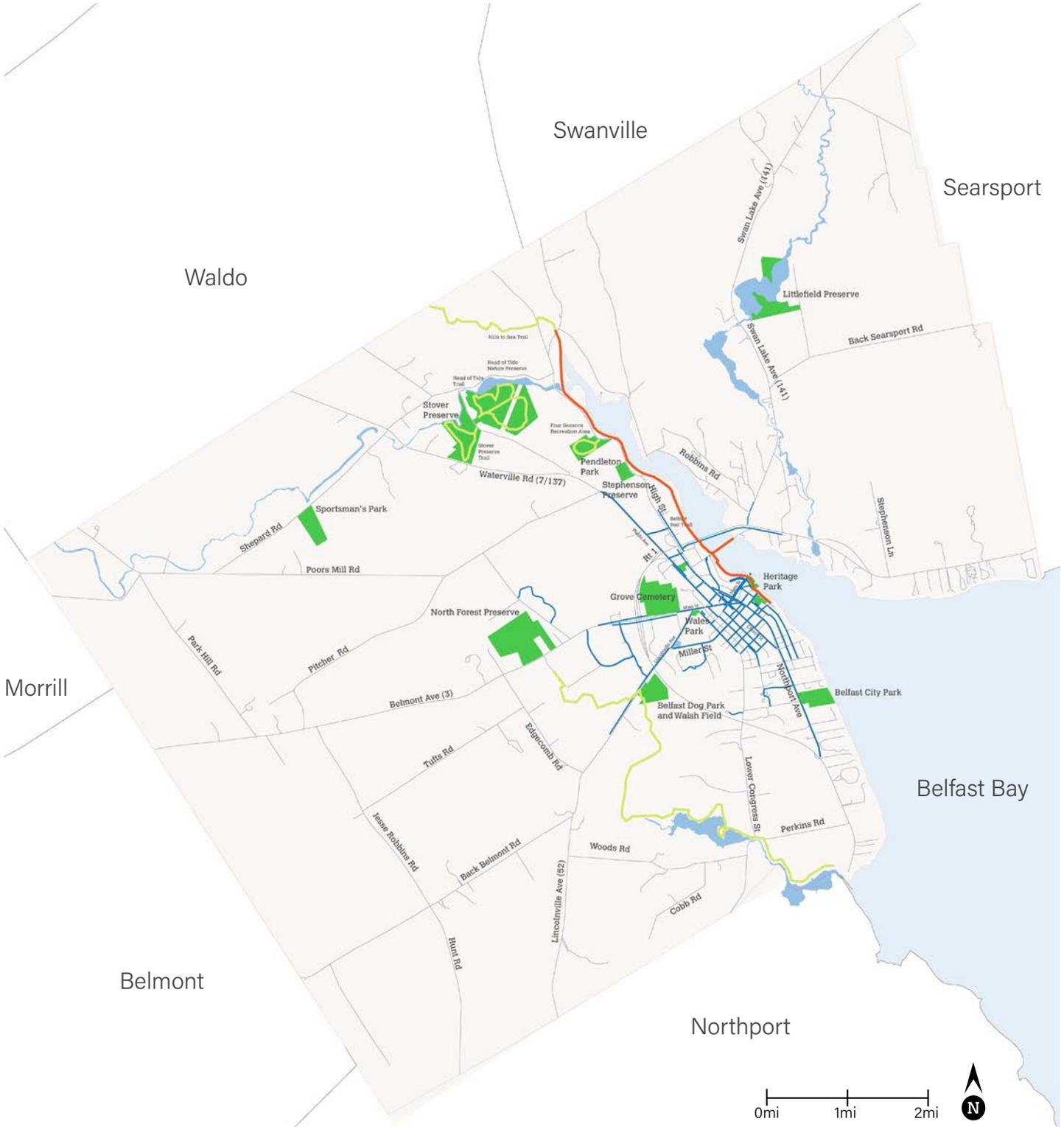
Shared Use Paths

Belfast currently maintains 3.1 miles of shared use paths, which is primarily comprised of the scenic Rail Trail and Harbor Walk. From paved, to boardwalk, to crushed gravel, Belfast's path system is well-loved and well-used by a variety of users. This includes people walking, running, cycling, scooting, and even cross-country skiing.



Existing Sidewalks, Walking Trails, and Shared Use Paths Network

— Sidewalks	15.5 miles
— Walking Trails	11.6 miles
— Shared Use Paths	3.1 miles
Total	30.2 miles



Bikeways

Belfast has installed 10.7 miles of bikeways. This includes 7.6 miles of striped on-street bicycle lanes along some of the major routes in and out of town that span the Route 1 Bypass (Northport Avenue, Belmont Avenue, Waldo Avenue, High Street, etc.). At present there is also the Rail Trail, a 3.1-mile "signature" facility that is a major destination for both residents and tourists who like to bike.

However, like the sidewalk network, the quality of the system varies. Connectivity between all of the various segments is non-existent; signage markings, widths, don't follow best practices or a clear design standard; and the lack of barriers/protection allows for vehicular incursion and reduces appeal to residents who would bicycle more frequently if they felt safe. With some small design tweaks, all existing and new network links can be improved so that more people feel safe and to welcome bicycling, scooting, or otherwise rolling in Belfast's bike lane network.

Finally, the US-1 Bike Route and the 3,000-mile East Coast Greenway route is occasionally signed as it traverses 10 miles through Belfast. However, just 20% of the route included dedicated bikeways, which makes it less known or appealing to users.



Existing Bikeway Network

Belfast's nearly 11-mile network of existing bicycle lanes and shared use paths (mapped below) is comprised of 8 different facility and material configurations (see following page).

	Conventional Bicycle Lanes	7.6 miles
	Shared Use Paths	3.1 miles
Total		10.7 miles
	East Coast Greenway Route	10.24 miles



Bikeway Facility Design, Materials, and Configuration

From urban to more rural settings, Belfast's bikeway network is comprised of 8 different types of cycling facilities.



1 Paved Shared Use Path



2 Concrete Shared Use Path



3 Wooden Boardwalk



4 Crushed Gravel Shared Use Path



5 Buffered Bike Lane



6 Conventional Bike Lane

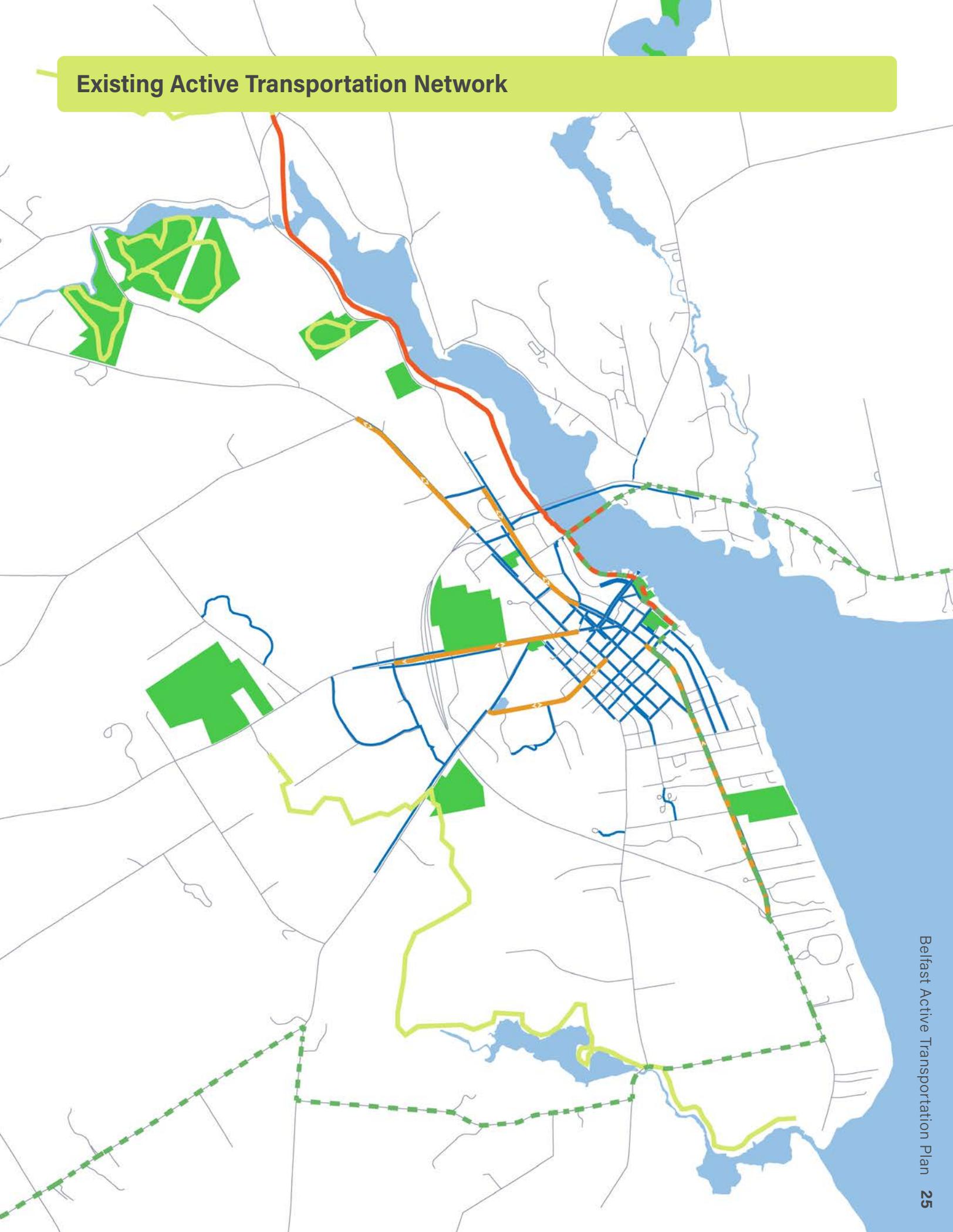


7 Paved Shoulder



8 Shared Use Lane Marking

Existing Active Transportation Network



Existing Conditions Analysis

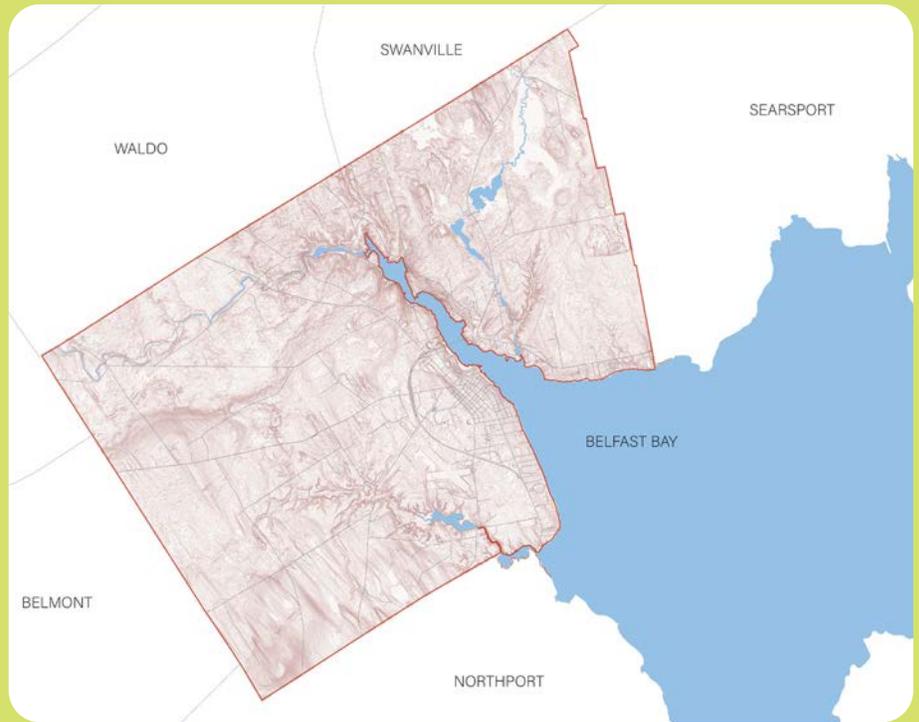
Beyond the existing active transportation network, a wide range of other factors that impact Active Transportation were analyzed. These include mapping topography and CMP's utility corridors; the past five years of crashes involving a person walking/cycling; and the location of schools, parks/preserves, and rangeways.

Belfast's varied topography plays a large role in the relative comfort and ability for people to choose to walk or wheel across town. While electric bicycles help "flatten" natural contours, identifying routes that are as flat as possible is a consideration for future links in the active transportation network.

CMP Corridors were mapped as a potential location for future pathways that could serve a regional function.

Using MaineDOT's Crash Data, the past five years of crashes involving someone walking or cycling were mapped. With only 8 such crashes occurring over this time period, no clear pattern can be discerned. However, it's worth noting that many of the crashes are in locations identified by the public as being unsafe and in need of improvement.

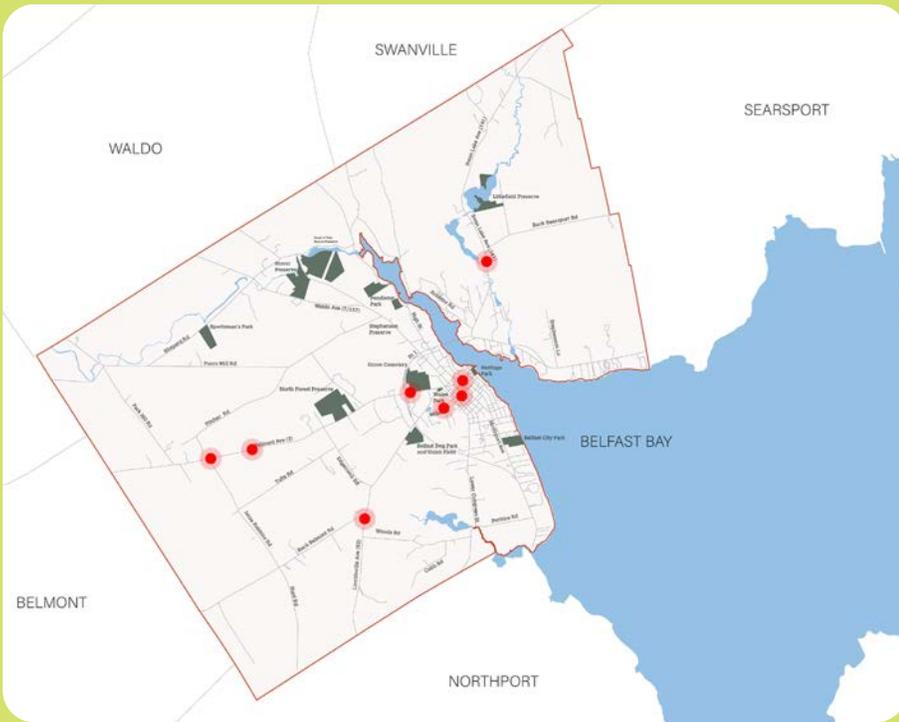
Finally, Belfast has an excellent network of rangeways that offer the public access to the city's extensive waterfront. Assessing these locations in conjunction with the community's existing open space active transportation networks sets a baseline for improving existing connections as well as making new ones.



Topography



CMP Utility Corridors



Bike / Walk Crashes (2019 - 2024)



Rangeways (Waterfront Access)



Public Engagement

How did we engage with the community?

The Belfast Active Transportation and Accessibility Plan included numerous public engagement activities. Every month over the life of the planning process, members of the Belfast Pedestrian, Transportation, and Accessibility Committee met with the consultant team and MaineDOT to discuss project milestones, provide feedback, and future direction for all plan-related activities.

Handlebar + Walkabout Survey

In June, the consultant team led a multi-day engagement across Belfast. It included physically surveying streets by bike and on foot to assess existing conditions and to identify opportunities for improvement. In total there were three “Walkabout Survey” routes and three “Handlebar Survey” routes that traversed more than 23 miles of city streets and regional roadways.

The 36 participants who turned up were asked to rate individual segments along each tour, resulting not only in a segment by segment score but an overall score for each route.

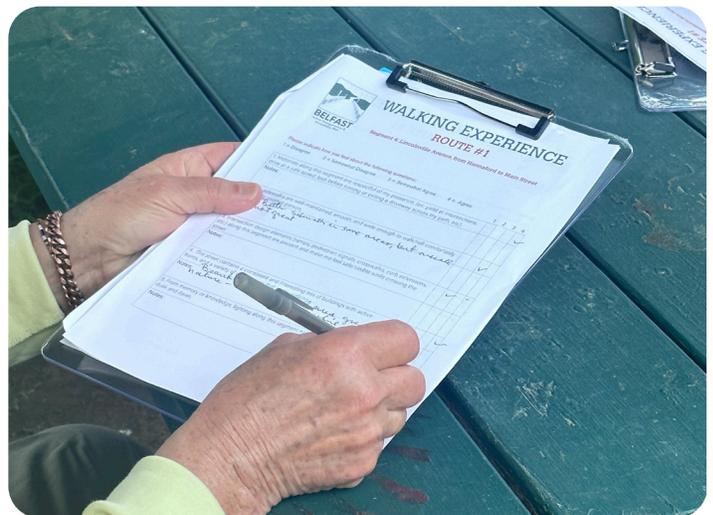
Walkabout Survey

19 people participated in the three walking surveys. Participants were asked to evaluate and score each segment, with a perfect score tallying 20 total points. The lower the score, the more unfavorable the walking conditions. Segments farther from the downtown core consistently received the lowest scores across all surveys. The segments with the lowest scores were Route 1 to Lincoln Avenue (11); Waldo Avenue from Vine Street to Anderson Field (11); and Penobscot Terrace from Northport Avenue to Cedar Street (12). The surveys reflect an increase in favorability as the routes went further into town. Segments along Main Street scored the highest, in particular from Church Street to Front Street (18); Lincolnville Avenue to Church Street (17); and Waldo Avenue from Anderson Field to Main Street (17).

Across all walking surveys, the two routes on the outskirts of town received an average score of 13.8 and 14.8 respectively, while the route in town fared better with a score of 15.4.



Participants During the Walkabout Survey



The Walkabout Survey

Walkabout Survey Routes

- Route 1
- Route 2
- Route 3





Handlebar Survey

Handlebar survey participants evaluated more than 17 miles of city streets, regional roadways, and trails. Using different criteria than the Walkabout Survey, a perfect Handlebar Survey score would tally 24 points.

The segments rated most poorly by participants were Bridge Street from the Rail Trail to City Hall (13); Route 1 from Perkins Road to Northport Avenue (13); and, worst of all, Lincolnville Avenue from Hartley Road out to Troy Howard Middle School, and back to Main Street (12). The most preferred segments included the Rail Trail from Oak Hill Road to Pierce Street (20); Schoodic Drive from Belmont Avenue to Lincolnville Avenue (19); and Northport Avenue from Route 1 to Main Street (18).



Participants at the Handlebar Survey

Handlebar Survey Routes

- Route 1
- Route 2
- Route 3



Public Workshops

The first of two public workshops followed the second day of Handlebar and Walkabout Survey activities. It introduced the purpose of the plan, summarized key findings from the Surveys, and provided more than 40 participants to map daily destinations (no matter how they get there) as well the places they currently enjoy engaging in active transportation; the places they tolerate; and where they avoid and desire transformative improvements.

As expected, workshop participants most often cited places in and around downtown Belfast as their most visited daily and weekly destinations, as well as the place they most enjoy walking or bicycling. There was less interest in parks and land reserves as both a major daily/weekly focus and as a place for enjoying active transportation. This is unsurprising given the lack of sidewalk or bikeway connectivity to those areas. Conversely, the Waterfront and the Rail Trail were favorites for biking and walking, which are well connected to the downtown area and located adjacent to Belfast Bay and the Passagassawakeag River. Despite all of the commercial offerings, the businesses along outer Main Street / Belmont Avenue hardly registered as destinations, as none of the workshop participants found it enjoyable to walk or bike there.

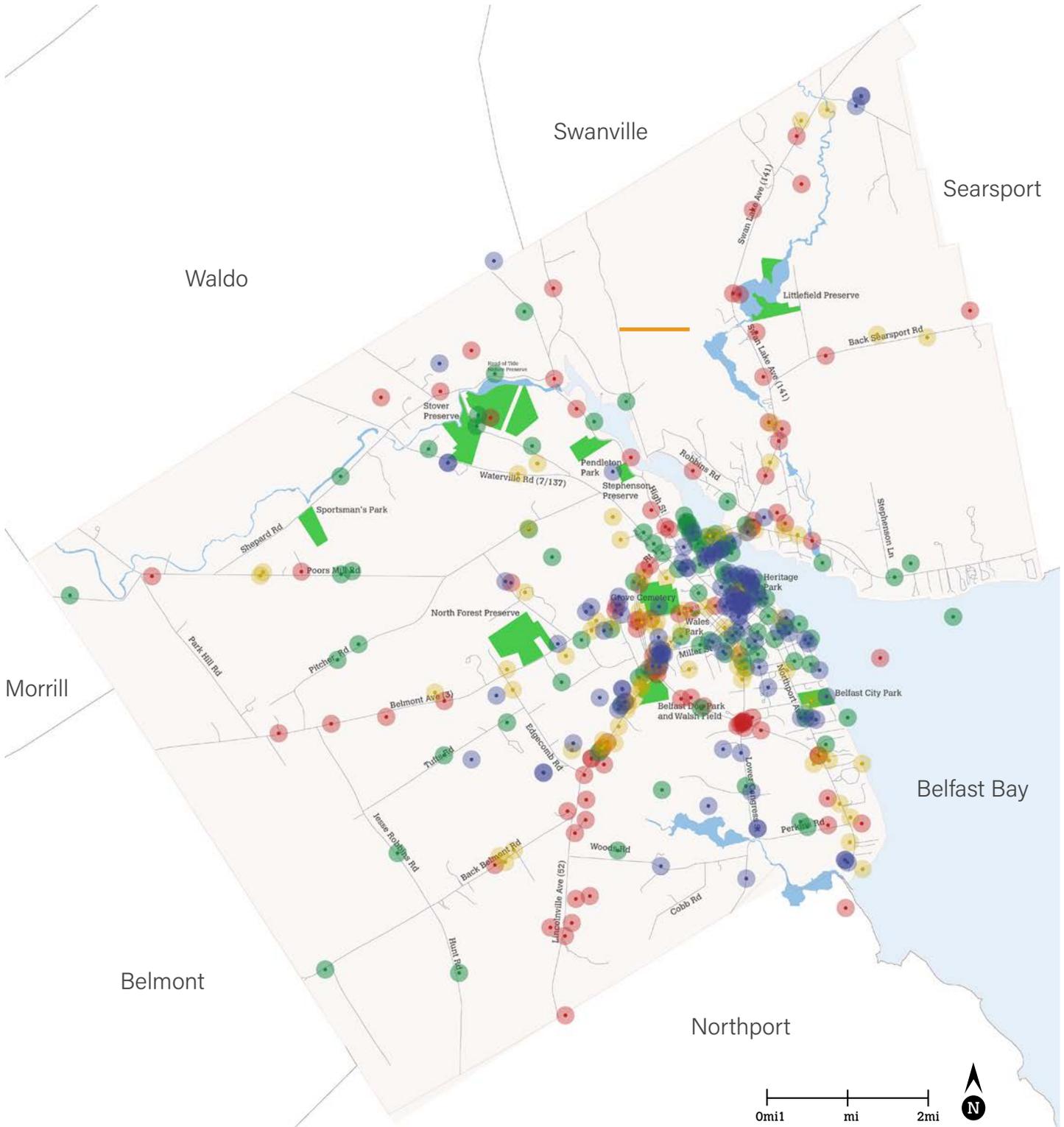
Participants were then asked where they desire improvements, as well as to identify the most dangerous places to bike and walk. In general, they want to see improvements in several places along and across Route 1, including along the east side of the City and at the Northport Avenue/Route 1 intersection. Improvements are also desired on Congress Street south of Miller Street, and along Lincoln Avenue, between Miller Street and the middle school where conditions are perceived as being unsafe. Participants also identified Swan Lake Avenue and Belmont Avenue as dangerous roads in need of transformation, particularly at the Route 1 underpass where poor conditions, sitelines, and the on/off ramps make walking or bicycling unpleasant.



Residents During the Workshop

Workshop # 1 Composite Map

- Destinations
- Enjoyable
- Tolerate / Improve
- Unsafe
- Sidewalks
- Bike Lanes

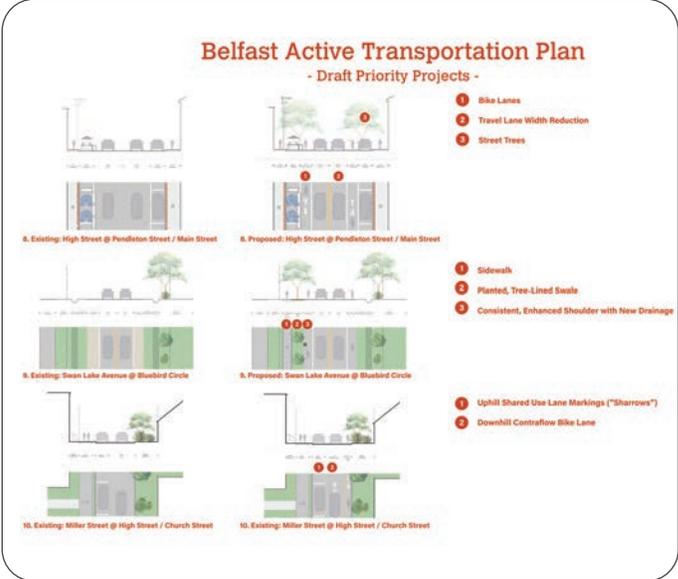




A second workshop occurred in early December, 2024 and was attended by approximately 50 participants. An overview of the entire planning process as well as the resulting draft priority recommendations were presented. A question and answer period was then followed by attendees reviewing a series of printed posters depicting the network recommendations as well as the top 10 Priority Projects.

Project Survey

In addition to these in-person engagements, the consultant team developed a 10-question digital survey that received 316 responses between June, 2024 and January, 2025. The survey inspired 238 individual write-in responses. A high-level graphic summary of the survey findings are on the following three pages.

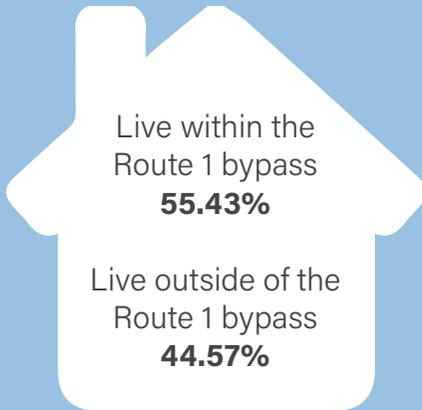


Active Transportation Survey

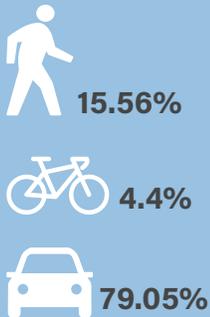
① Do you live in Belfast?

YES **81.96%**
NO **18.04%**

② If you live in Belfast, do you:



③ What is your primary mode of daily transportation?



④ Other than your primary mode of daily transportation, what is the most frequent way that you get around Belfast?



⑤ For what reasons other than transportation do you engage with active transportation?

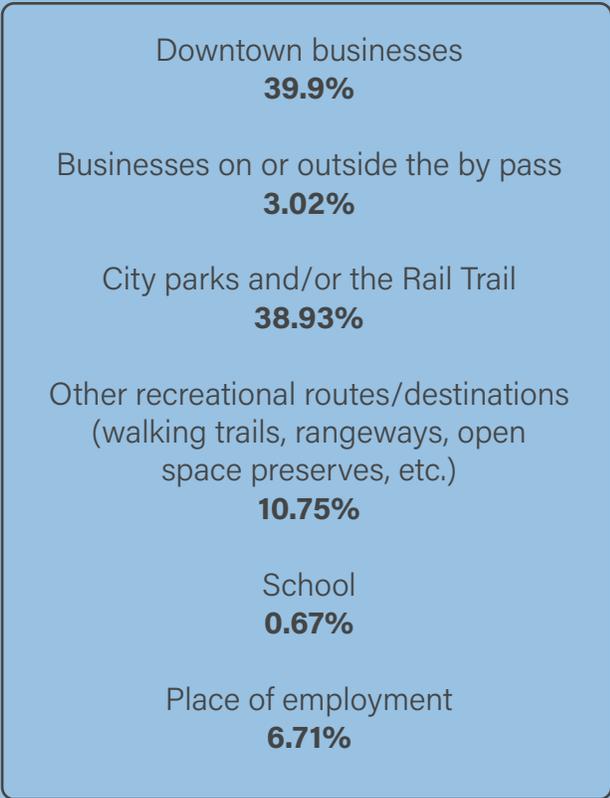
Social engagements
56.96%

Improve physical health
88.81%

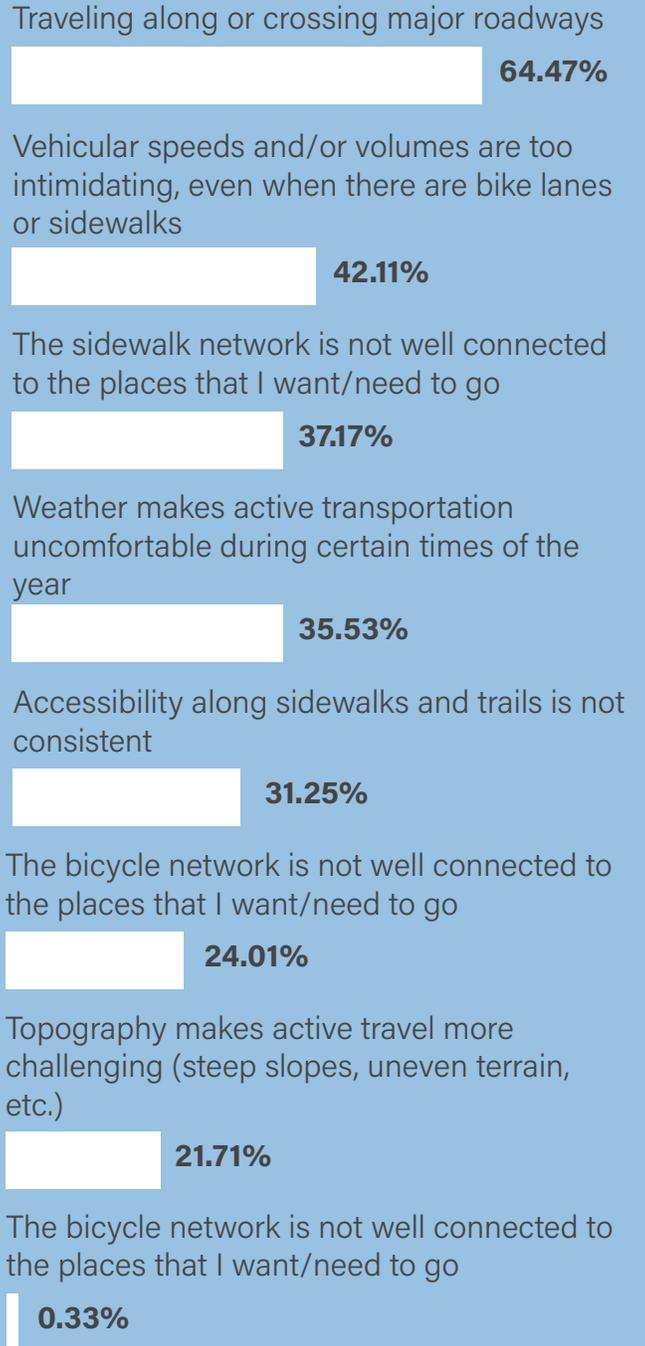
Improve mental health
73.22%

Outdoor recreation
76.95%

⑥ When you do walk, bike, or roll, what is your most frequent destination?



⑦ Please select the three biggest barriers that limit safe and convenient active transportation in Belfast.



Active Transportation Survey

8 If conditions were more favorable for you, what mode of transportation/recreation would you most like to use/engage with more frequently?



43.73%



46.44%



4.75%

9 While the Active Transportation and Accessibility Plan will include recommendations for all of the below, please select your top three priorities.

Expand street design treatments that slow the speed of motor vehicles



Develop a more connected network of trails, bike lanes, and sidewalks



Improve accessibility on existing and future sidewalks/trails



Ensure safe routes to/from schools



Ensure safe routes to/from parks and open spaces



Ensure Route 1 crossings are safe and accessible



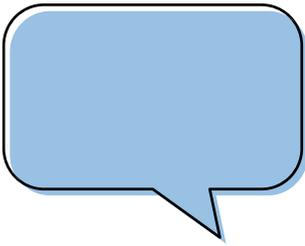
Install more end-of-trip amenities (benches, bicycle parking, public restrooms, etc.)





Belfast

- Downtown 1.2 mi ↑
- Harbor 1.4 mi ↑
- Arts District 1.2 mi ↑



What We Heard | What's In The Plan

Given all of the public engagement, the planning team distilled and translated all that we heard into a clear and actionable set of recommendations. Here are five highlights!

① *"Crossing Route 1 on foot or bike is difficult and feels unsafe."*

The Plan recommends a shared use path along its entirety, with upgraded crossings at the following intersections:

- Perkins Road
- Northport Avenue
- Congress Street
- Lincolnville Avenue
- Belmont Avenue
- Waldo Avenue
- High Street
- Swan Lake Avenue

② *"Main Street's sidewalks and public spaces could be improved for accessibility and comfort".*

The Plan recommends the redesign of Post Office Square (Main, Church, Beaver) and widening the sidewalks between High Street and Washington Street. These improvements will be ADA-compliant to ensure full accessibility.

③ *"We need more active transportation infrastructure on Belfast's east side."*

The Plan includes a number of infrastructure and safety improvements along Swan Lake Avenue, Robbins Road/ Kaler Road, Patterson Hill Road, and Route 1 to the City border with Searsport.

④ “We want intown residential streets to feel safe for all users.”

The Plan proposes a “Neighborhood Slow Streets” toolkit that includes traffic-calming, special pavement markings, and signage that reinforce slow vehicular travel and pedestrian priority.

⑤ “We want our community’s open space assets to be better connected with active transportation connections.”

The Plan includes a proposed network of CMP utility corridor trails as well the “Circle Route,” a nearly 12-mile network of sidewalks, and bicycle facilities that would link residents and visitors to existing and proposed recreation and transportation assets, including the Little River Trail, East Coast Greenway, North Forest Preserve, Stover Preserve, Head of Tide Preserve, Belfast Rail Trail, and the Hills to Sea Trail.



WOODWARD LAW OFFICES

P
Parking

FIDDLEHEAD
ARTISAN SUPPLY

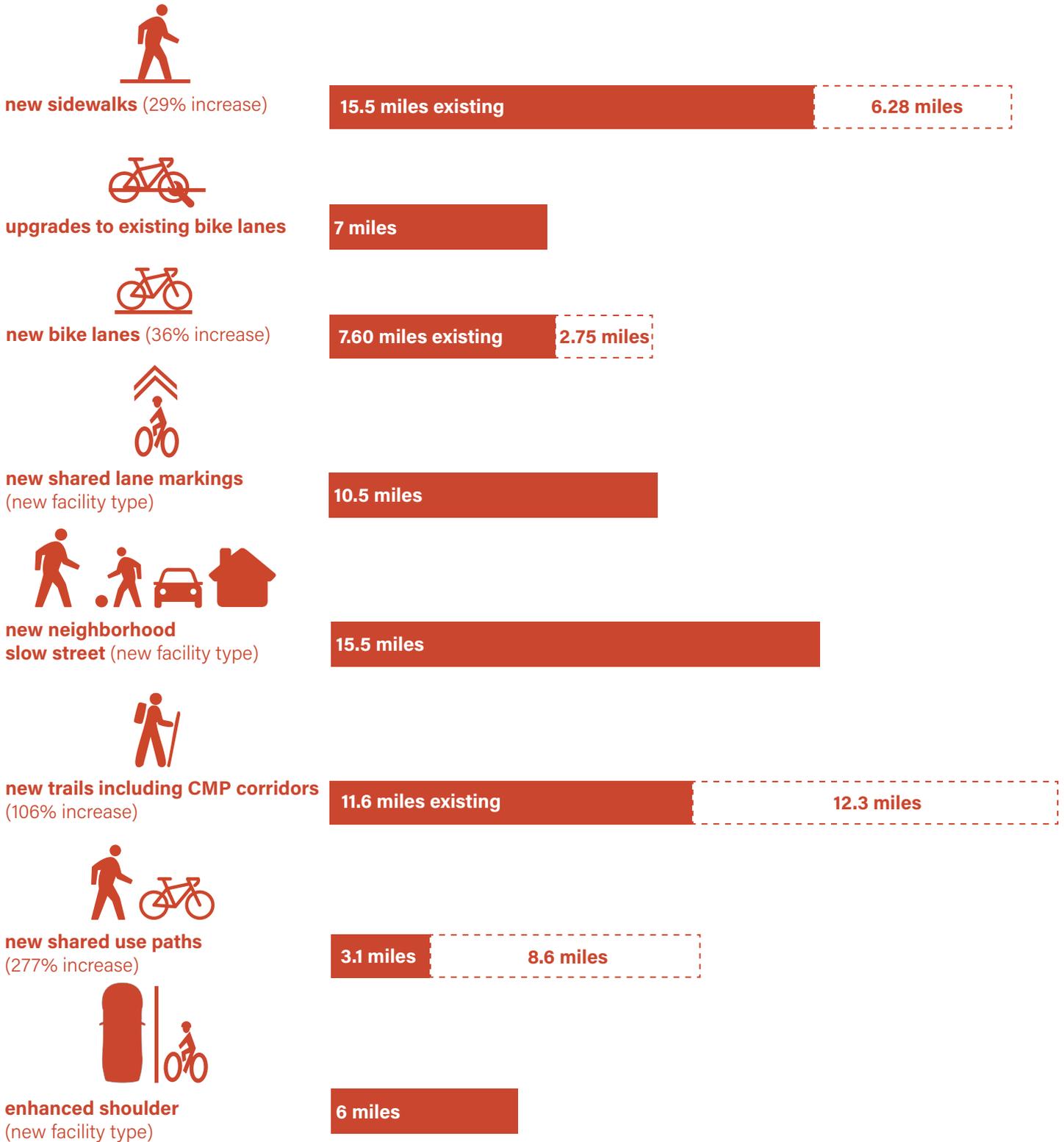
CAMDEN
LAW

GIFTS

Belfast Tomorrow

Plan Overview

The Belfast Active Transportation Plan includes recommendations for a variety of improvements to be built out in the years to come. As a high-level overview, the Plan recommends 73 new miles of facilities, broken down at right below and graphically presented in the pages ahead.



Note: Mileage tallies include total facility miles, not roadway centerline miles.

Sidewalk maintenance and expansion policy

This plan seeks to not only expand the sidewalk network by 6.28 miles or 29% (see black lines on map at right), but to also improve the existing and proposed network's accessibility.

A significant portion of the sidewalk expansion plan is along segments within the proposed 12-mile Circle Route, which aims to connect the majority of Belfast's open space assets. Additionally, extensions down Belmont Avenue, Swan Lake Avenue, and Salmond Street / Condon Street will link areas of future residential and commercial growth with the active transportation and open space networks.

As a small City with limited resources, maintaining the existing network let alone all the proposed new mileage will likely mean compromising elsewhere. Thus, it is recommended that the City of Belfast vacate the need to maintain select sidewalk segments on low-volume, low-need areas (red lines on the map at right). These resources should be redirected towards upgrading existing high-value sidewalk links and expanding the network outside of the Route 1 Bypass. While this won't cover all expansion costs, it will free up more than two miles of replacement/maintenance dollars towards new projects (30% of the proposed network expansion). This approach can be combined with other sources of local, state, or federal funding to build and keep the expanded system in a state of good repair.

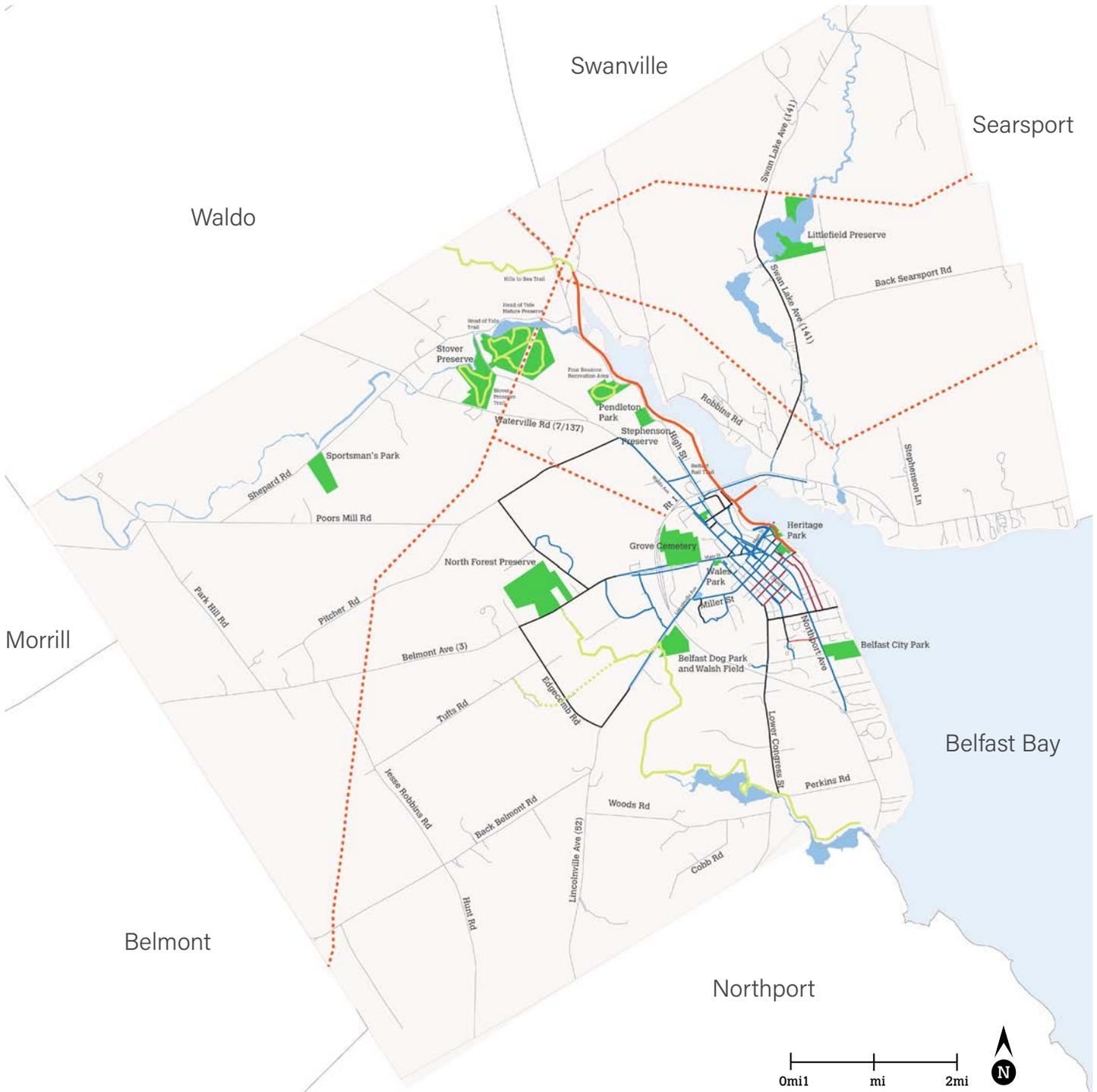
Finally, it is recommended that Belfast develops a clear sidewalk construction standard. This should include details for material selection, widths, ADA and PROWAG compliance, lifespan expectations, and standard streetscape features such as tree pits, bike racks, benches, banners. The primary goal of creating such standards is to reduce long-term maintenance/replacement costs, improve tree cover, and provide other amenities within the streetscape. The creation of such streetscape standards should vary by location and street type.



Under the proposed plan, vacating sidewalks along Bayview Street (top) would help free up maintenance resources for new sidewalk segments in other less well-connected growth areas, like Belmont Avenue (bottom).

Proposed New and Vacated Sidewalks, Trails and Paths

	Existing Sidewalks	15.5 miles
	Existing Walking Trails	11.6 miles
	Existing Shared Use Path	3.1 miles
	Proposed Sidewalks	8.47 miles
	Sidewalk Removal	2.19 miles
	Proposed Walking Trails	0.7 miles
	Utility Line Path (TBD)	11.6 miles
Total Proposed		22.96 miles



Proposed Bikeway Network

This plan aims to expand and diversify Belfast's bicycling network. Today, there are two different types of bikeways in the City: conventional striped lanes and the Rail Trail. This plan will introduce four types of new bikeways with the goal of increasing safety and use while being responsive to context.

If built out over time as planned, the existing bike lane network will grow from 10 miles to nearly 53 miles, a 414% increase! It's important to note that a majority of this increase includes the proposed 6-mile Route 1 shared use path and adding more than 11 miles within CMP's utility corridor trails. These are obviously long-term and large-scale projects.

So what can Belfast focus on more immediately? A lot! The plan calls for extending (2.75 miles) and/or upgrading (7 miles) of existing bikeways to be more appealing to a broader demographic of people, including Main Street, Northport Avenue, Waldo Avenue, Lincolnville Avenue, and High Street. These can be done incrementally and should include consistent and higher-visibility pavement markings, signs, appropriate intersection treatments, and physical barriers placed between people driving and people using the bicycle lanes. These key radial routes would not only become more appealing but also serve as legitimate transportation options for those who live in the developing areas outside of the Route 1 Bypass.

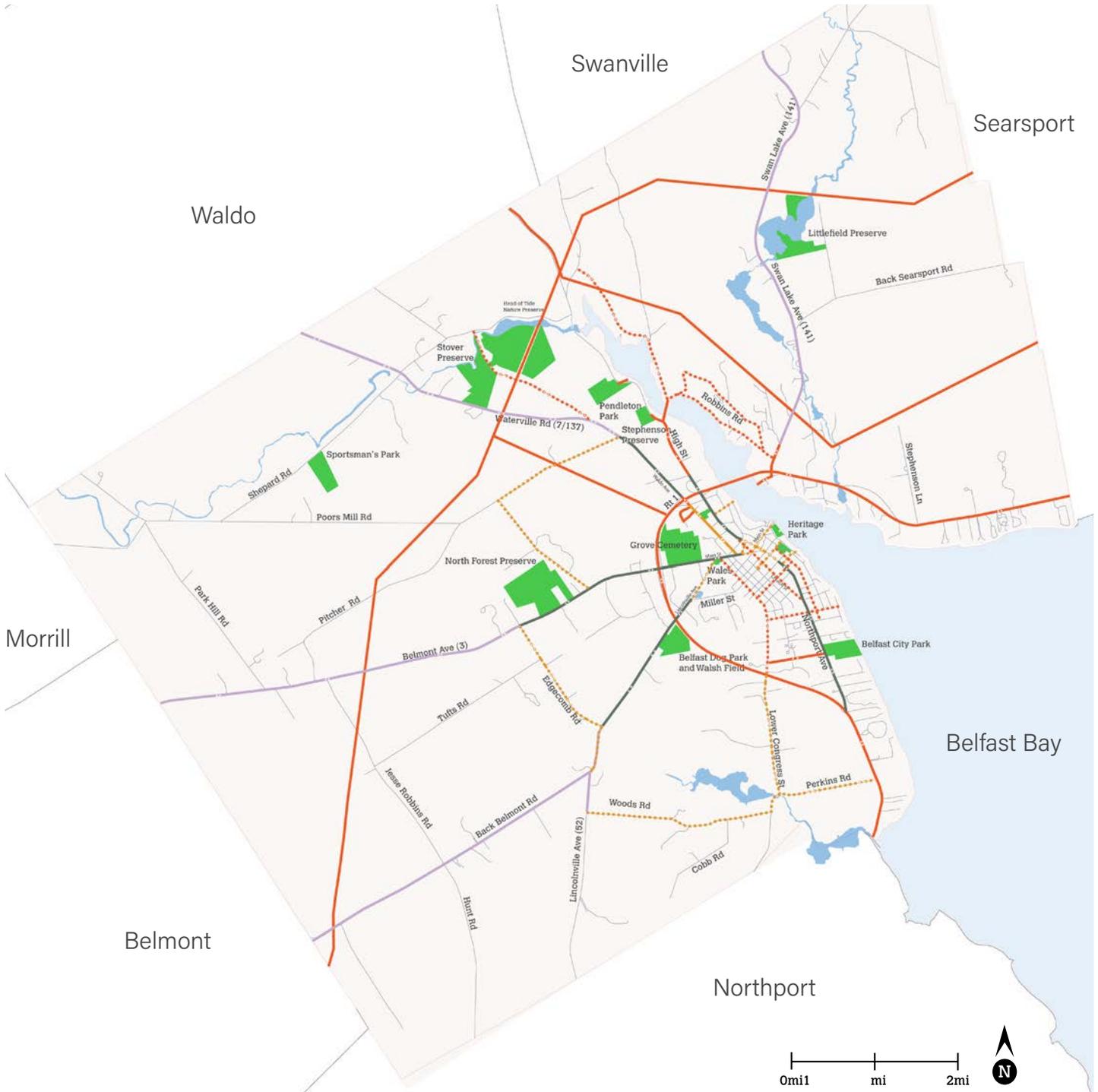
Additionally, extending connectivity through the heart of downtown with contextually-appropriate treatments (traffic-calming, shared use lane markings, signage, conventional bike lanes, contraflow bike lanes, standard pavement markings etc.) will increase connectivity and therefore increase utility and use of the in-town network.

For Belfast's more outlying rural areas, the plan recommends adding or enhancing existing shoulders on regional routes; building soft surface but rideable trails along portions, or optimally, all of the CMP utility corridors; expanding shared use paths; and increasing wayfinding signs that direct people to Belfast's many natural and built assets.



Proposed New Bikeways and Existing Bikeway Upgrades

	Conventional Bike Lane	1.05 miles
	Protected Bike Lane	7.5 miles
	Shared Use Path	11.8 miles
	Enhanced Paved Shoulder	9 miles
	Utility Line Path (TBD)	11.6 miles
	Neighborhood Slow Street	5.4 miles
	Share Use Lane Markings	6.35 miles
	Total Proposed	52.70 miles



The Circle Route

Belfast is fortunate to have a variety of scenic open spaces, preserves, and walking trails. However, the current active transportation network leaves most of these assets disconnected, requiring a car trip to go for a walk along the Little River Trail or at the Head of Tide Preserve.

The proposed Circle Route is a 12-mile “outer loop” tying existing assets together with a range of facilities, such as accessible sidewalks, bike paths, soft surface walking trails, signs and roadway markings, and safe crossings.

Whether for recreation or transportation, each additional segment of the Circle Route that is built will be beneficial for residents and visitors. Here’s a quick tour.

The proposed Circle Route conveniently starts and ends at Route 1, just to the north and south of downtown Belfast and the existing infrastructure that exists along Northport Avenue and the Harborwalk (see dashed line on map at right).

Miles 1-3 include Perkins Road, Woods Road, and portion of Lincolnville Avenue. This segment intersects with an existing Little River Trailhead and overlaps with the East Coast Greenway route. Signs, pavement markings, and traffic-calming aim to slow travel so that people may feel comfortable walking or cycling portions or all of this segment.

Miles 3-4 traverse Edgecomb Road which this plan proposes includes a new sidewalk. This segment intersects with a trail that links the Co-housing neighborhood with Troy Howard Elementary School, the YMCA, and Walsh Field.

Miles 4-5 are primarily along Belmont Avenue. This plan calls for a new protected bike lane and sidewalk extension along the southern edge of the roadway. It connects to the North Forest Preserve.

Miles 5-7 along Crocker Road and Marsh Road are proposed to have a new sidewalk and bicycle wayfinding signs that encourage multi-modal use of this segment.

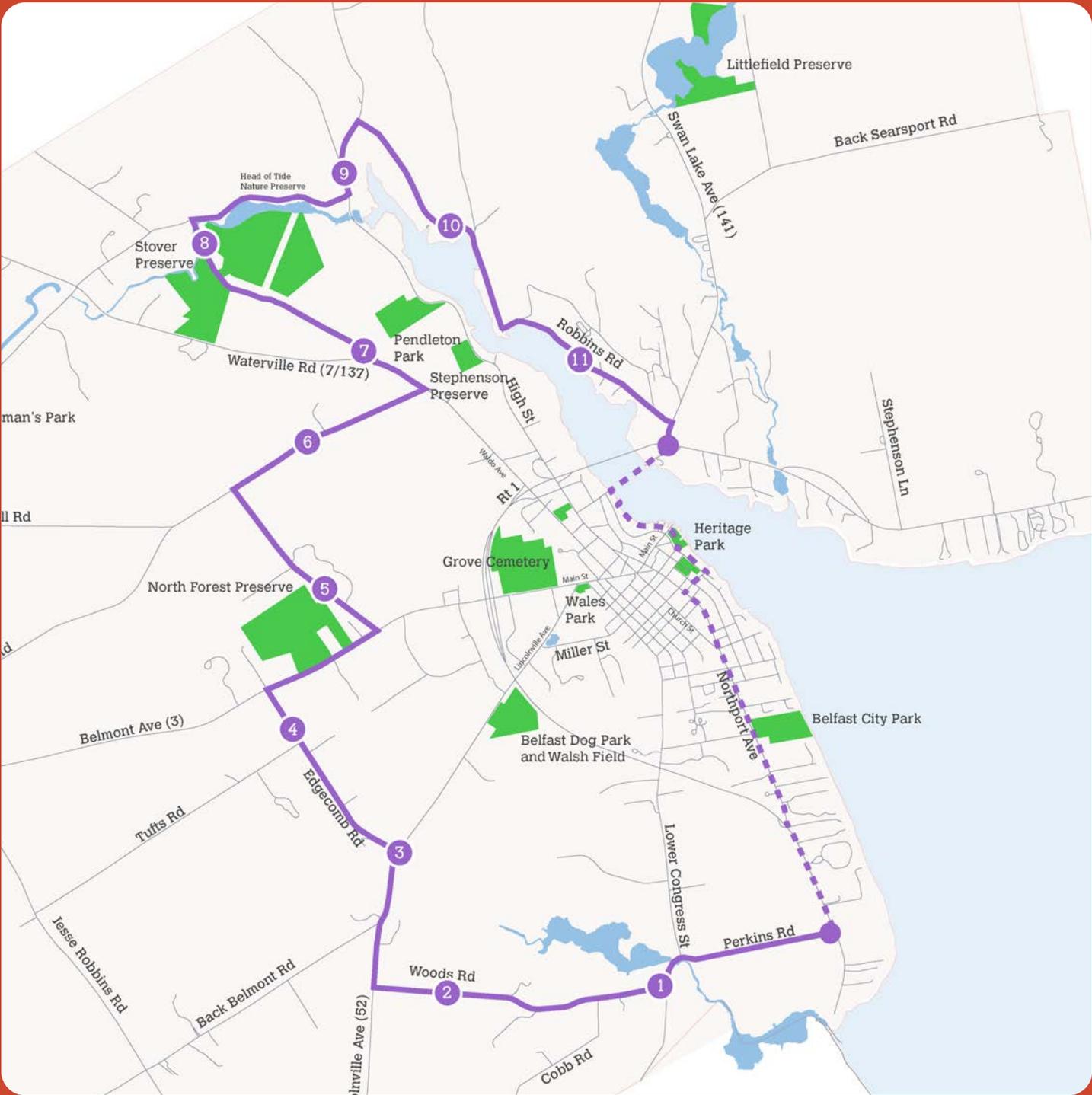
Miles 7-8 take advantage of the low-volume Doak Road to better connect the Stover Preserve and Head of Tide Preserve trailheads. A short soft-surface trail would tie these two assets together, and pavement markings, traffic-calming, and signage would reinforce cycling access.

Miles 8-9 are proposed to include a soft surface roadway shoulder along Head of Tide Road, which would help walkers connect to the Rail Trail and the Hills to Sea Trail. A new spur from the latter is proposed to link users to Stephenson Preserve and Pendleton Park.

Miles 9-12 integrate scenic Kaler Road and Robbins Road. This corridor would include a variety of pavement markings, traffic-calming elements, and signage to engender the shared use of the roadway. It links to the East Belfast School, where a new shared use path would connect back to the proposed Route 1 path, and down Footbridge Road to the Armistice Bridge/downtown Belfast waterfront.

Closing the loop Pedestrians and cyclists can return to the starting point of the Circle Route by winding through downtown Belfast: Travel south along the Harbor Walk to Commercial Street, west to High Street, and south again along Northport Avenue to Route 1. This “inside” leg follows the East Coast Greenway Trail, a walking and biking route that stretches 3,000 miles from Florida to Maine.

The 12-mile route proposed here would be implemented in phases. Routine roadway repaving, grant funding, and local construction budgets can be used to support the implementation of this exciting new active transportation and recreation asset!



Safe Routes to School

Belfast's schools serve as the educational and social hub for a significant swath of the community. They also provide open space, entertainment, and other services to a wider demographic of residents than just K-12 students.

Safe Routes to School (SRTS) programs encourage children to walk or bike to school safely and, as such, are cornerstones of this plan. SRTS help reduce the risk of injury and death for children, and improve physical activity and improve attentiveness in the classroom. Of course, safe routes require safe infrastructure to connect residents with school campuses.

Because of the role schools play in a community like Belfast, this plan proposes that safe routes to school be provided for all in the community, but especially for children who deserve the right to walk or roll with a caretakers and or when they are old enough to do so independently.

There are currently six schools within 1.25 miles or less of the intersection of High Street and Main Street. These are a distances that many people can travel actively if the infrastructure is made to be safe and appealing. In that spirit, the list below summarizes how this plan improves access to and from schools.

1. Troy Howard Middle School

Rebuild and extend the sidewalk, add a protected bike lane, and implement safety enhancements along Lincolnton Avenue. This will improve safety and access to Troy Howard Middle School. Additionally, building a new walking trail between Belfast's EcoVillage with the Middle School, YMCA, and Walsh Field will allow for safer passage.

2. Captain Albert Stevens Elementary School

Adding new crosswalks and a sidewalk extension along Miller Street, School Street, and Elementary Avenue will improve safety and access to the school.

3. Belfast Area High School

Building wider sidewalks, a shared use path over the Route 1 Waldo Avenue bridge, and adding crosswalk enhancements will improve safety and access along Waldo Avenue, Pride Way, and Lions Way to the high school.

4. East Belfast Elementary School

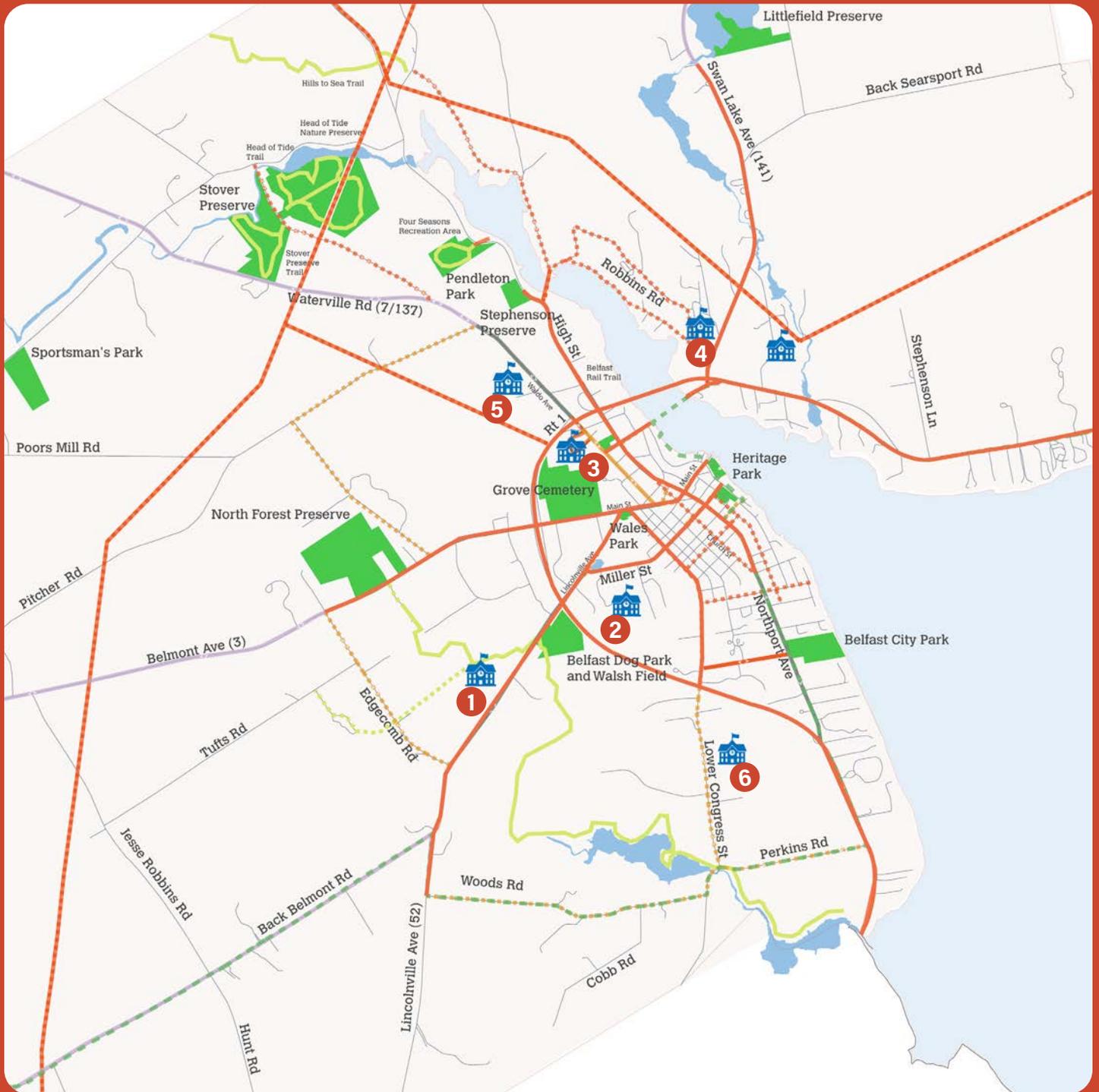
Creating a shared use path linking to and across Route 1, as well as building a new sidewalk, shoulder, and crosswalk enhancements will improve safety and access along Swan Lake Avenue to East Belfast Elementary School. Traffic-calming along Robbins Road and Patterson Hill Road will also improve safety and access to the school.

5. BCOPE

Building a shared use path as well as new sidewalk and crossing enhancements along and over Waldo Avenue will improve safety and access to BCOPE.

6. Cornerspring Montessori School

Implementing a new sidewalk along Upper and Lower Congress Street, along with crosswalk and safety enhancements at the intersection of Route 1 will improve safety and access to Cornerspring Montessori School.



- ① Troy Howard Middle School
- ② Captain Albert Stevens Elementary School
- ③ Belfast Area High School
- ④ East Belfast Elementary School
- ⑤ BCOPE
- ⑥ Cornerspring Montessori School

Project Prioritization Matrix

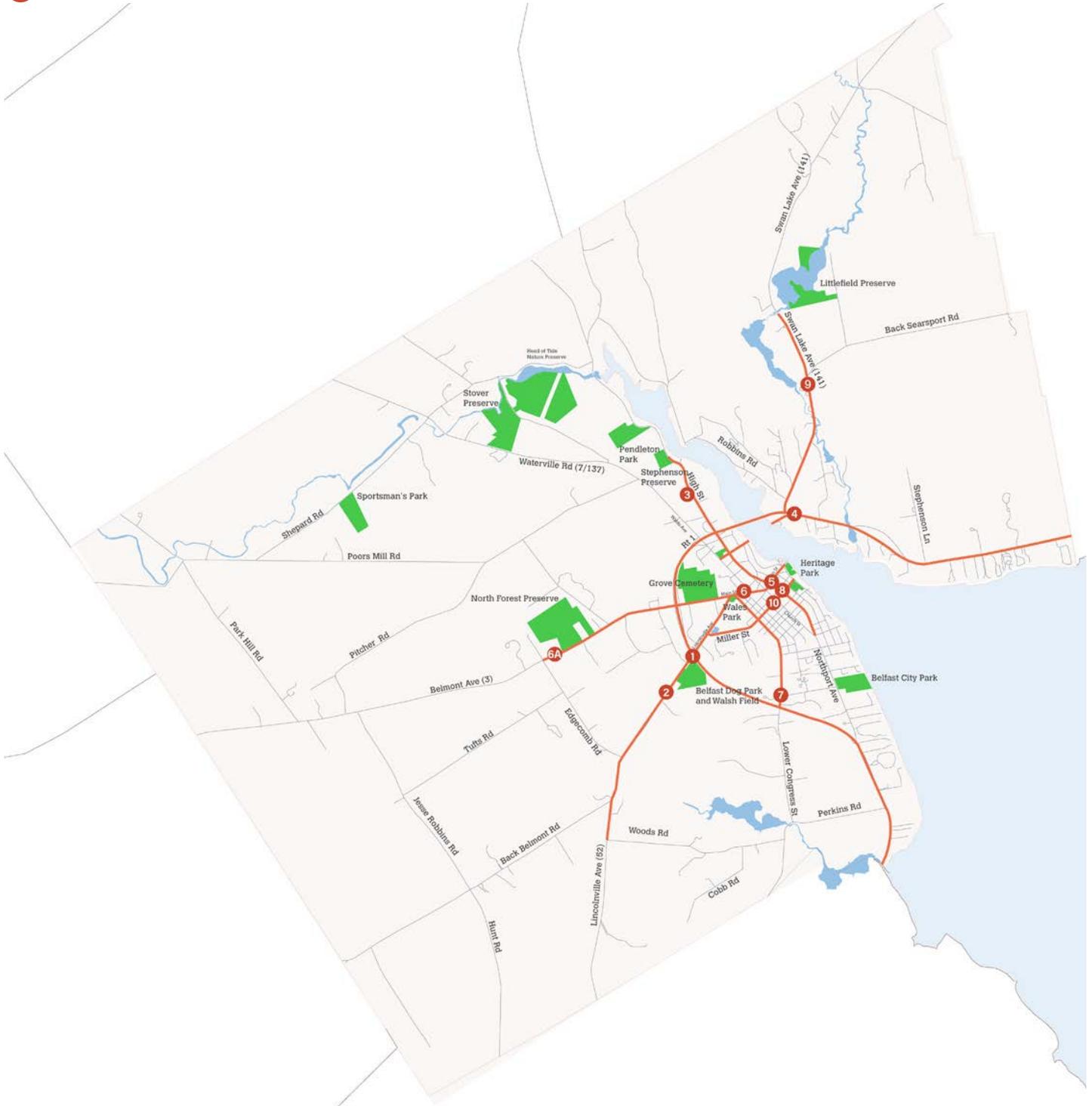
The Belfast Active Transportation Plan Prioritization Matrix is comprised of 10 project evaluation criteria to determine what links in the proposed network should be considered a priority for implementation. Some criteria, such as safety improvements, require professional judgment and should be based on specific project elements proven to reduce traffic speeds and/or reduce crash frequency/severity. The matrix was used to assess 25 street and roadway segments. Worth noting is that each segment was assessed in its entirety, meaning all recommendations, no matter the mode or type, were considered. For example, there are six recommendations for the segment of Main Street/Belmont Road, between Market Street and Edgecomb Road and the matrix scoring process considers all six for that segment. The priority corridors that result from the analysis are named and mapped on the next page.

Street / Location Name		Points
Safety		
1. Safety Improvement	Major improvement expected = 3	
	Significant improvement expected = 2	
	Modest improvement expected = 1	
2. Five-Year Bicycle / Pedestrian Crash History	Project corridor/location includes bicyclist and/or pedestrian involved crashes = 3	
Connectivity		
3. Bicycle / Pedestrian Network Connectivity	Project intersects with 7 or more existing or proposed bicycle or pedestrian facilities = 3	
	Project intersects with 5 or more existing or proposed bicycle or pedestrian facilities = 2	
	Project intersects with 3 or more existing or proposed bicycle or pedestrian facilities = 1	
4. Activity Asset Accessibility (downtown, schools, parks, open spaces, rangeways, trailheads, YMCA, etc.)	Project includes direct access to an activity asset = 3	
	Project is located within 1 block (or 500 linear feet) from an activity asset = 2	
	Project is located within two blocks (or 1,000 linear feet) from an activity asset = 1	
5. Route 1 Crossing Enhancement	Project provides a significant connectivity enhancement for an active transportation Route 1 crossing = 2	
	Project provides a moderate connectivity enhancement an active transportation route 1 crossing = 1	
Accessibility		
6. ADA Compliance	Project provides the opportunity to improve accessibility (curb ramps, accessible pedestrian signals, etc.) = 1	
Public Input		
7. Public Input	Identified multiple times by the public as a priority project = 2	
	Identified once by the public as a priority project = 1	

Street / Location Name		Points
Implementation		
8. Easy of Implementation Plan	Project is exclusively in the public-right-of-way with few geometric complications / changes to existing vehicular traffic circulation = 3	
	Project requires some modifications to curb lines/traffic required, use of private property and/or modest engineering challenges = 2	
	Project requires ROW property purchase / negotiations/ acquisition / easements for multiples private properties required; significant engineering required = 1	
9. Cost (Order of Magnitude)	<\$100,000 = 3	
	<\$500,000 = 2	
	<\$1,000,000 = 1	
10. Curb Appeal (placemaking, landscaping/ green infrastructure, economic development)	'Gotta have it' = 2	
	Desirable = 1	
TOTAL SCORE		X/25

Priority Corridors and Drawing Locations

- 1 Route 1 | Lincolnville Avenue
- 2 Lincolnville Ave | Waldo County YMCA
- 3 High Street | Hassell Drive
- 4 Footbridge Road | Route 1
- 5 Main St | High St
- 6 Main Street | Charles Street
- 6A Belmont Road | Edgecomb Road
- 7 Congress Street | Wight Street
- 8 High Street
- 9 Swam Lake Ave | Town House Rd
- 10 Miller St | Church St
- 11 Post Office Square





1. Route 1 | Lincolnville Avenue
Score: 17/25



2. Lincolnville Avenue | YMCA
Score: 16/25



3. High Street | Hassell Drive
Score: 16/25



4. Footbridge Road | Route 1
Score: 15/25



5. Main Street | High Street
Score: 15/25



6. Main Street | Charles Street
Score: 15/25



6A. Acadia Hwy | Edgecomb Road
Score: 15/25



7. Congress Street | Wight Street
Score: 14/25



8. High Street | Main Street
Score: 14/25



9. Swan Lake Ave | Town House Road
Score: 13/25



10. Miller Street | Church Street
Score: 13/25



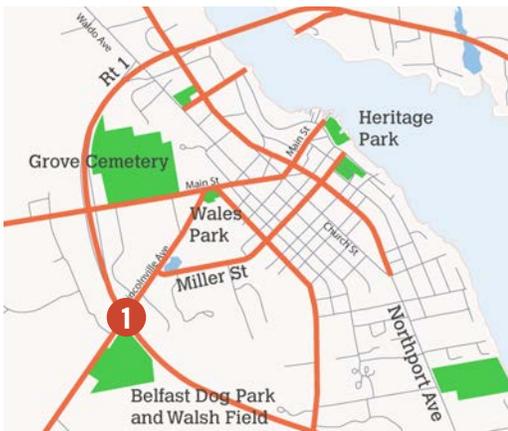
11. Post Office Square
Score: 13/25

1. Route 1 | Lincolnville Avenue

Existing Condition



Existing Context Map

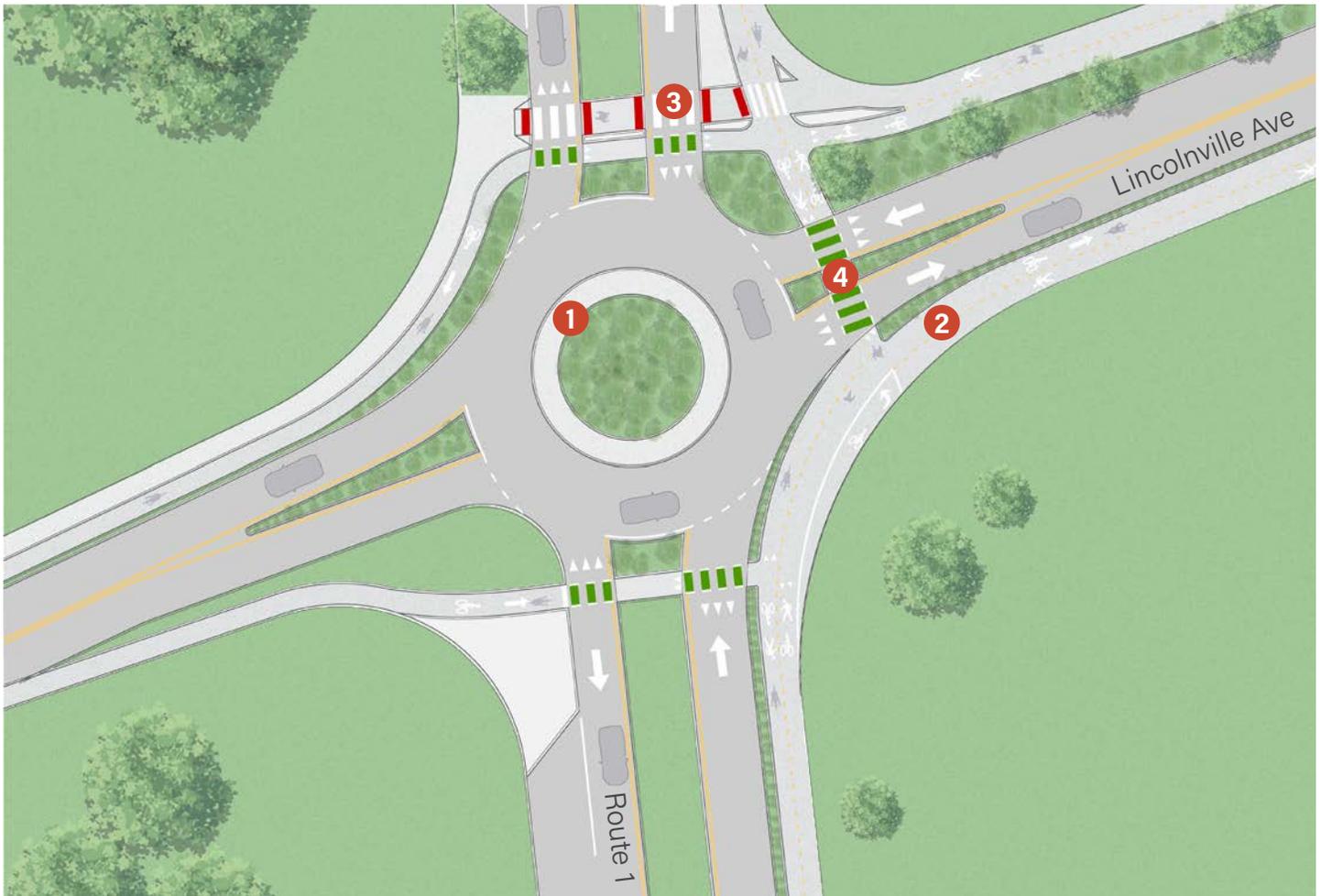


Overview

The U.S. Route 1 Bypass creates a distinct transition between the historic downtown Belfast core and its more car-oriented commercial areas, open space preserves, and low-density rural lands. Like most other streets that bisect the Route 1 Bypass, the lack of comfortable bicycle and pedestrian facilities along Lincolnville Avenue, combined with seasonally high traffic volumes, long crossing distances, and Route 1 vehicular speeds, make active transportation unappealing for most residents despite many destinations nearby.

1. Route 1 | Lincolnville Avenue

Proposed

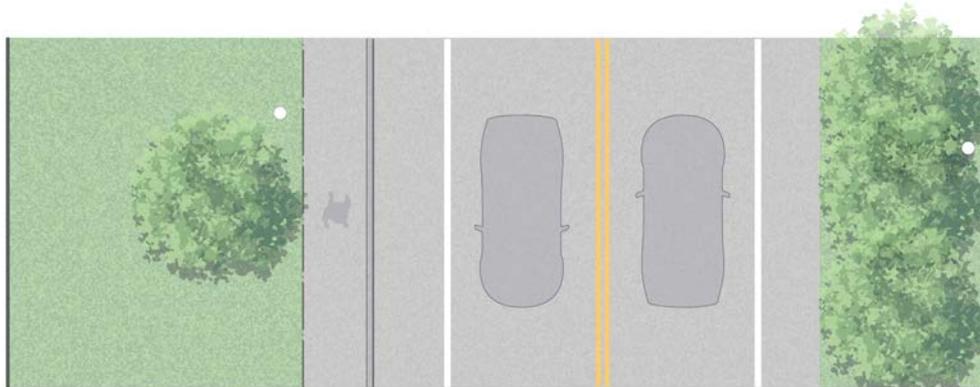


Key Features

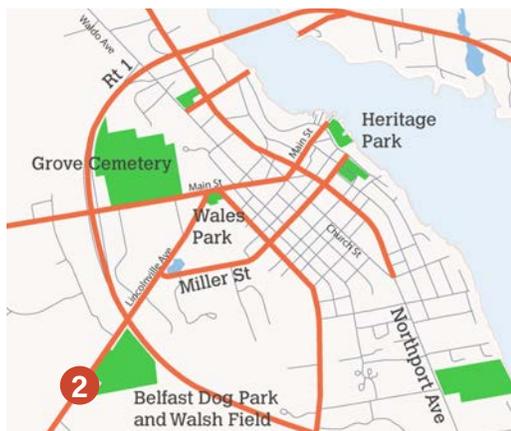
- 1 Center Island
- 2 Class I Protected Bike Lane
- 3 High-visibility Crosswalks
- 4 Pedestrian / Bicyclist Refuge Island

The addition of a modern roundabout, protected bike lanes, pedestrian/ bike refuge islands, and high-visibility crossings will increase accessibility, reduce crossing distances, improve stormwater filtration, and slow drivers down.

2. Lincolville Avenue | Waldo County YMCA Existing Condition



Existing Context Map



Overview

Lincolville Avenue (Route 52) links rural communities to the west with downtown Belfast. Thus, the corridor must serve regional and local vehicular, walking, and rolling trips to destinations like Troy Howard Middle School, Captain Albert Steven School, Waldo County YMCA, Ocean State Job Lot/Hannafords, and open space destinations like the dog park and Walsh Field. These destinations are of a walkable/rollable distance from downtown Belfast, however the sidewalks west of Route 1 are inaccessible, in relatively poor condition, and there are no dedicated bicycle facilities. Notably, the segment from the intersection of Route 1 to Back Belmont Road was identified by community members as one of the most dangerous to traverse on foot or bike.

2. Lincolnville Avenue | Waldo County YMCA Proposed



Key Features

- 1 Rebuilt Sidewalk
- 2 Protected Bike Lane

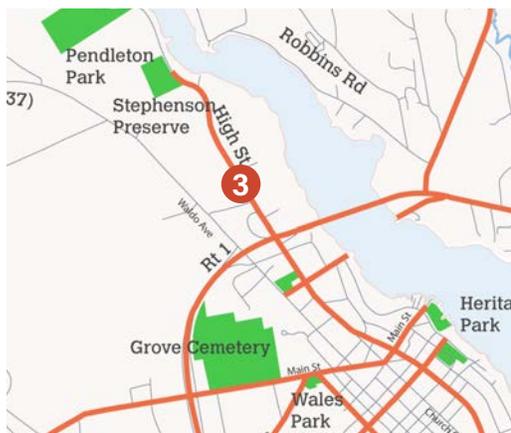
The proposal above recommends rebuilding and extending the existing sidewalk to Edgecomb Road. This sidewalk replacement project would provide an opportunity to make this link ADA-accessible as well. The proposal also includes a protected bike lane between Edgecomb Road and Miller Street.

3. High Street | Hassell Drive

Existing Condition



Existing Context Map



Overview

The High Street / Northport Avenue corridor is one of the most important active transportation corridors bisecting "in-town" Belfast. Discontinuous walking and rolling facilities hinder pedestrian accessibility and discourage cycling trips of relatively short distances. The current design of the Route 1 on- and off-ramps also discourages active travel on either side of the Route 1 Bypass; establishing a contextually appropriate, continuous, and accessible connection between Route 1 to the south and Stephenson Preserve will provide safe and enjoyable transportation and recreational trips.

3. High Street | Hassell Drive Proposed



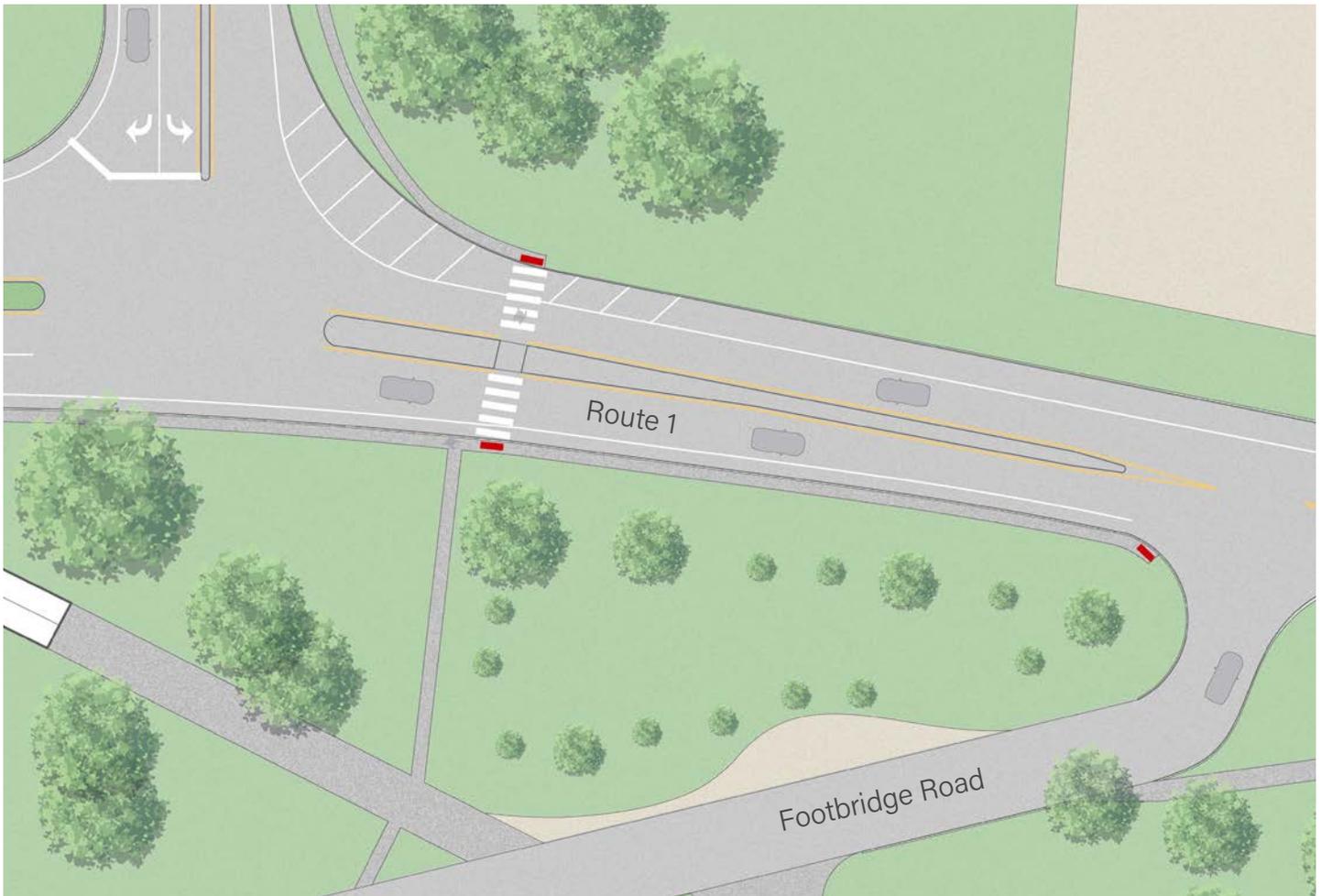
Key Features

1 Shared Used Path

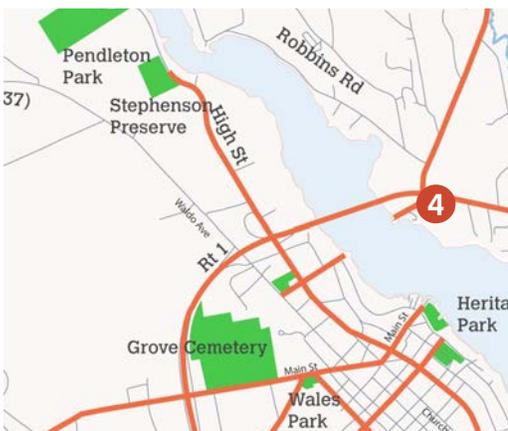
Shown above is the creation of a shared use path from Route 1 to Stephenson Preserve. The path could be created by retrofitting the existing westbound shoulder and available public right-of-way.

4. Footbridge Road | Route 1

Existing Condition



Existing Context Map



Overview

Route 1 moves large volumes of regional traffic, but it should not be at the detriment of residents and visitors who desire to cross by foot or by bike at key locations. Footbridge Road, a short link between Swan Lake Avenue and the Armistice Footbridge, downtown Belfast, and the Harborwalk/Rail Trail, currently provides non-motorized access over the Passagassawakeag River between the east and west sides of the city. However, the Route 1 crossing is considered by residents to be unsafe, as high speeds and poor sightlines create a barrier between East Belfast and downtown Belfast.

4. Footbridge Road | Route 1

Proposed



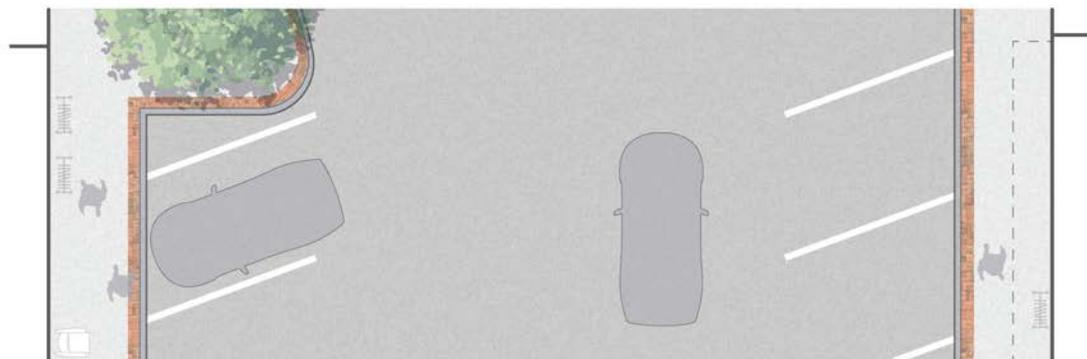
Key Features

- 1 Shared Use Path Connection
- 2 New Location for ADA-Compliant Crosswalk
- 3 Median Refuge Island with Rectangular Rapid Flashing Beacon (RRFB)

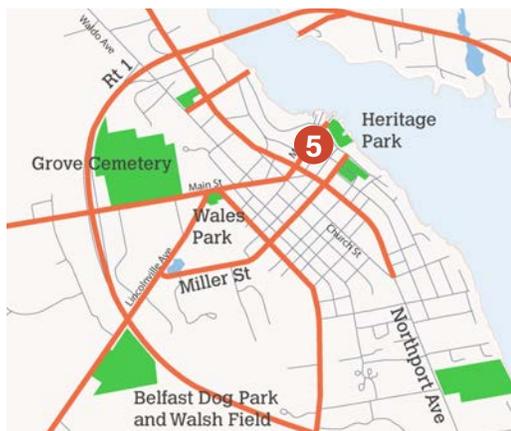
Shown above is a short segment of a shared use path linking the Armistice Footbridge with East Belfast School along Swan Lane Avenue. A new pedestrian and bicycle crossing location is also proposed and should be accompanied by a new crossing signal. These improvements would slow traffic and improve sightlines for people driving and active travelers looking to safely cross Route 1.

5. Main Street | High Street

Existing Condition



Existing Context Map



Overview

Main Street is the economic engine for the City of Belfast and it depends on easy and safe access for people walking and rolling between various stores, civic destinations, and open spaces. The central block, between High Street and Church Street, stands out as one in need of transformative improvement. The existing diagonal parking may provide convenient access for motorists but leaves a paucity of space for all of the other economic and social activities that occur downtown.

5. Main Street | High Street Proposed



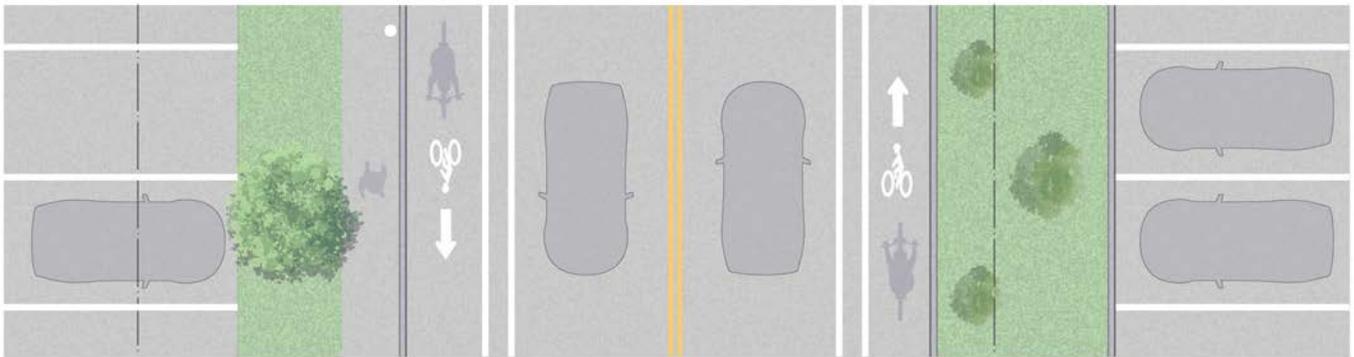
Key Features

- 1 Wider, ADA-Compliant Sidewalks
- 2 Seating
- 3 Parallel Parking

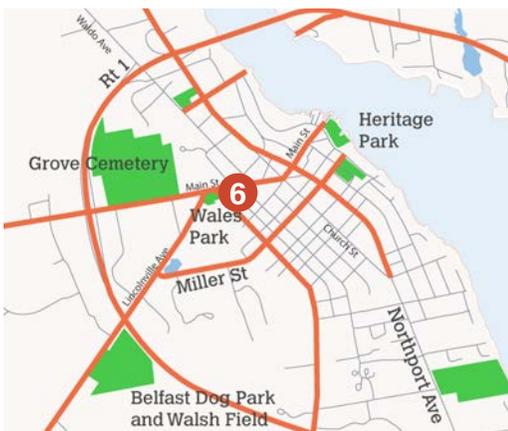
The proposal above seeks to increase the quality of the public realm by widening the sidewalks and adding amenities like benches, trees, bicycle racks and enough space for seasonal outdoor dining. The additional space will increase walkability, invite social interaction, and improve accessibility, while still allowing curbside access for parking/deliveries. As such, the proposed design will likely help increase foot traffic to, and awareness of, local businesses.

6. Belmont Avenue | Charles Street

Existing Condition



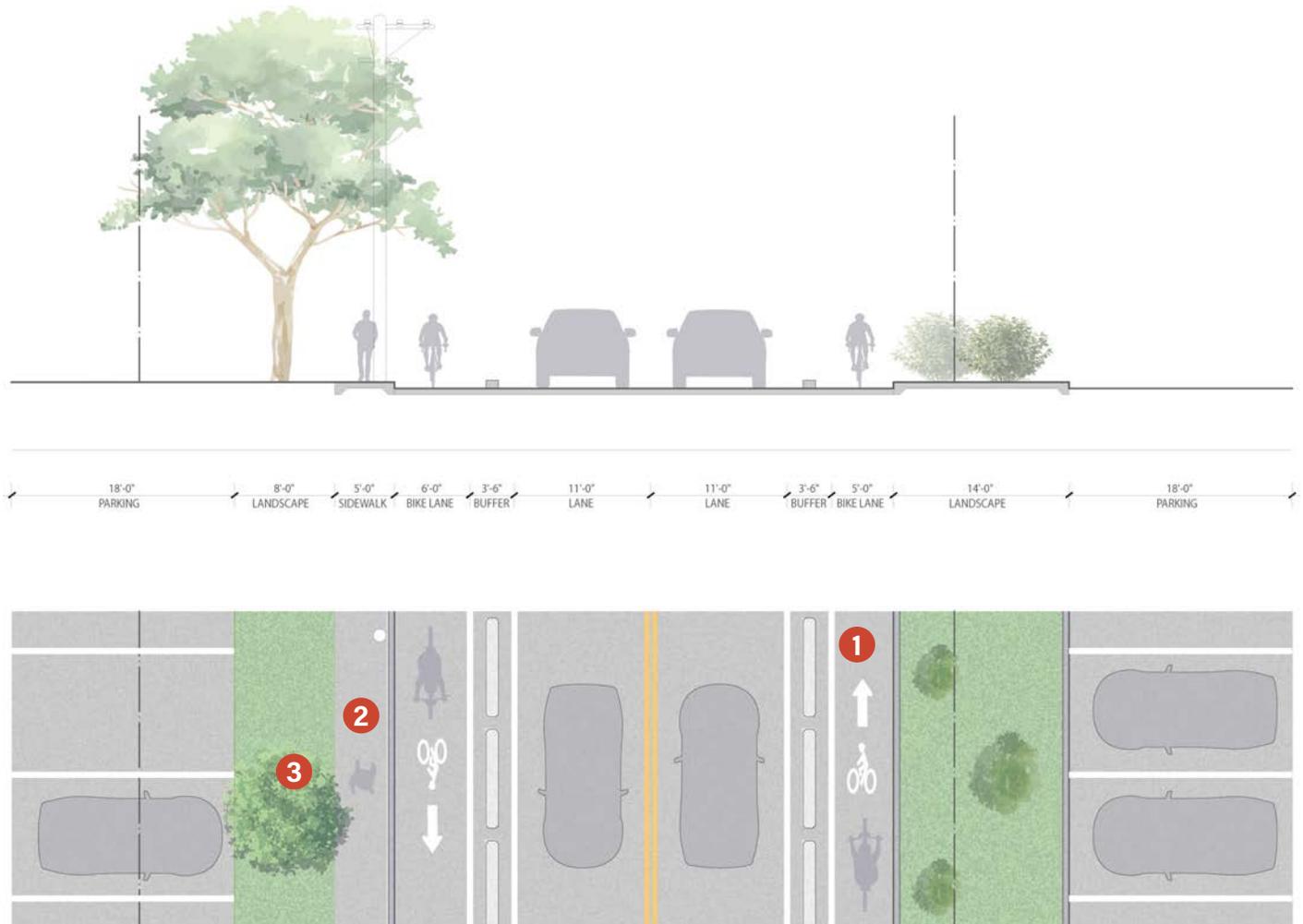
Existing Context Map



Overview

Main Street/Belmont Avenue (Route 3) is another one of the five regional corridors providing critical access to downtown Belfast, as well as commercial businesses clustered around the Route 1 Bypass. Conventional bike lanes of various width and quality are currently located in both directions along most of the segment between Market Street and Hatley Road/Fairgrounds Road. That said, challenging topography, vehicular volumes and speeds, roadway configuration, and inconsistent signage, markings, and lack of intersection treatments leave cyclists vulnerable, especially around the Route 1 on- and off-ramps.

6. Belmont Avenue | Charles Street Proposed



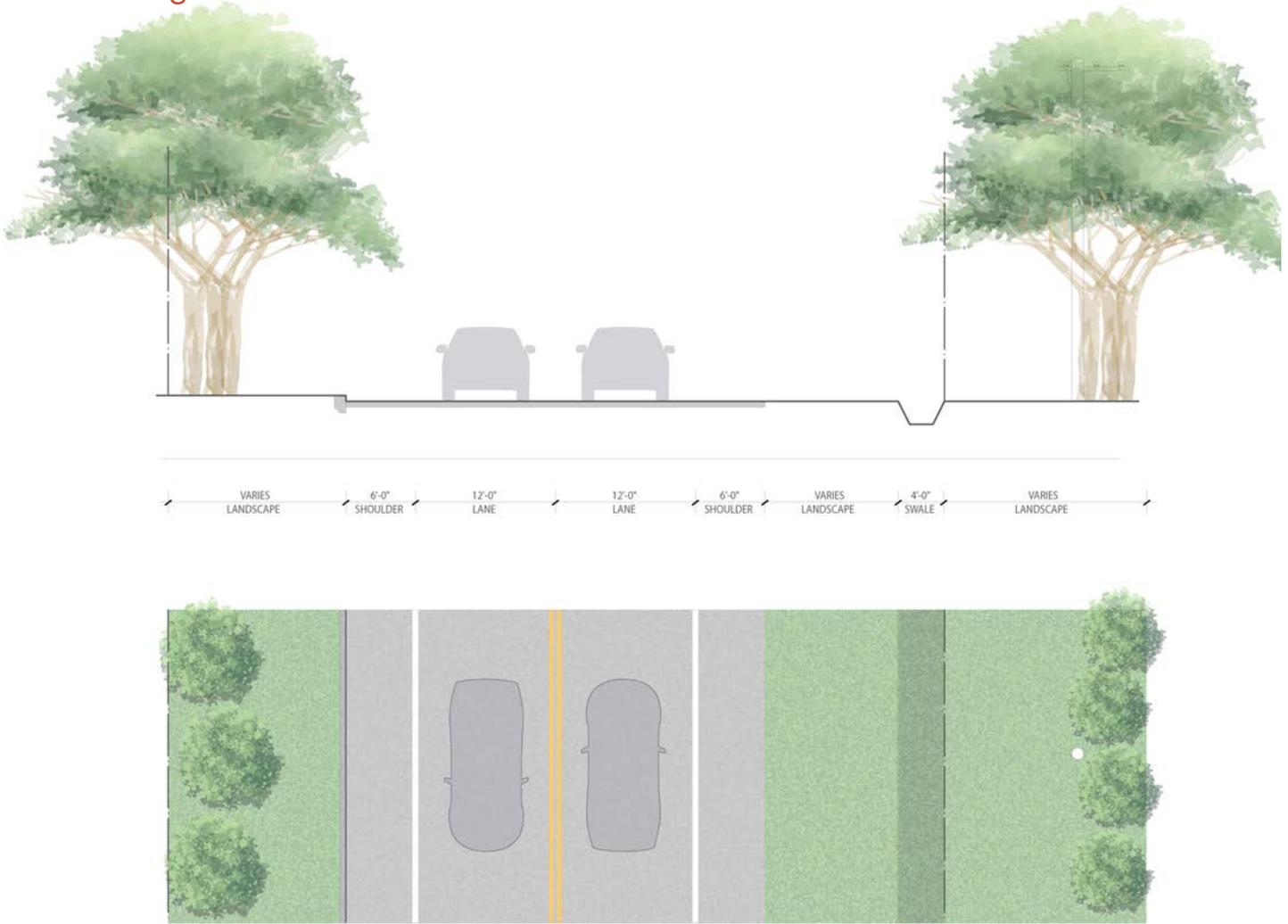
Key Features

- 1 Protected Bike Lanes
- 2 Sidewalk
- 3 Street Trees (where feasible)

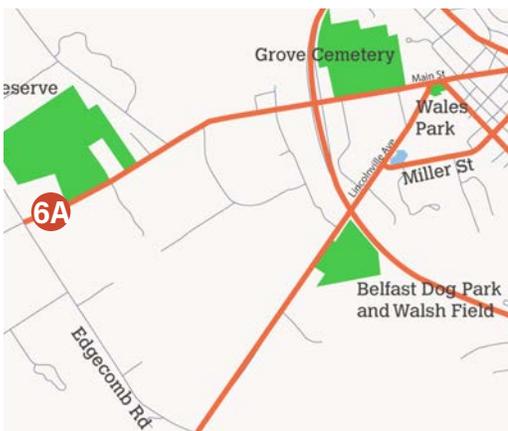
The proposal above aims to add physically protected bike lanes and a sidewalk extension from downtown towards all of the commercial businesses clustered near Route 1. This will greatly improve safety and connectivity between neighborhoods, businesses, and open space destinations on both sides of the Route 1 Bypass. While the image above shows modular concrete curb separation, a number of material options exist including seasonal applications which could be tested and evaluated for effectiveness.

6A. Acadia Highway | Edgecomb Road

Existing Condition



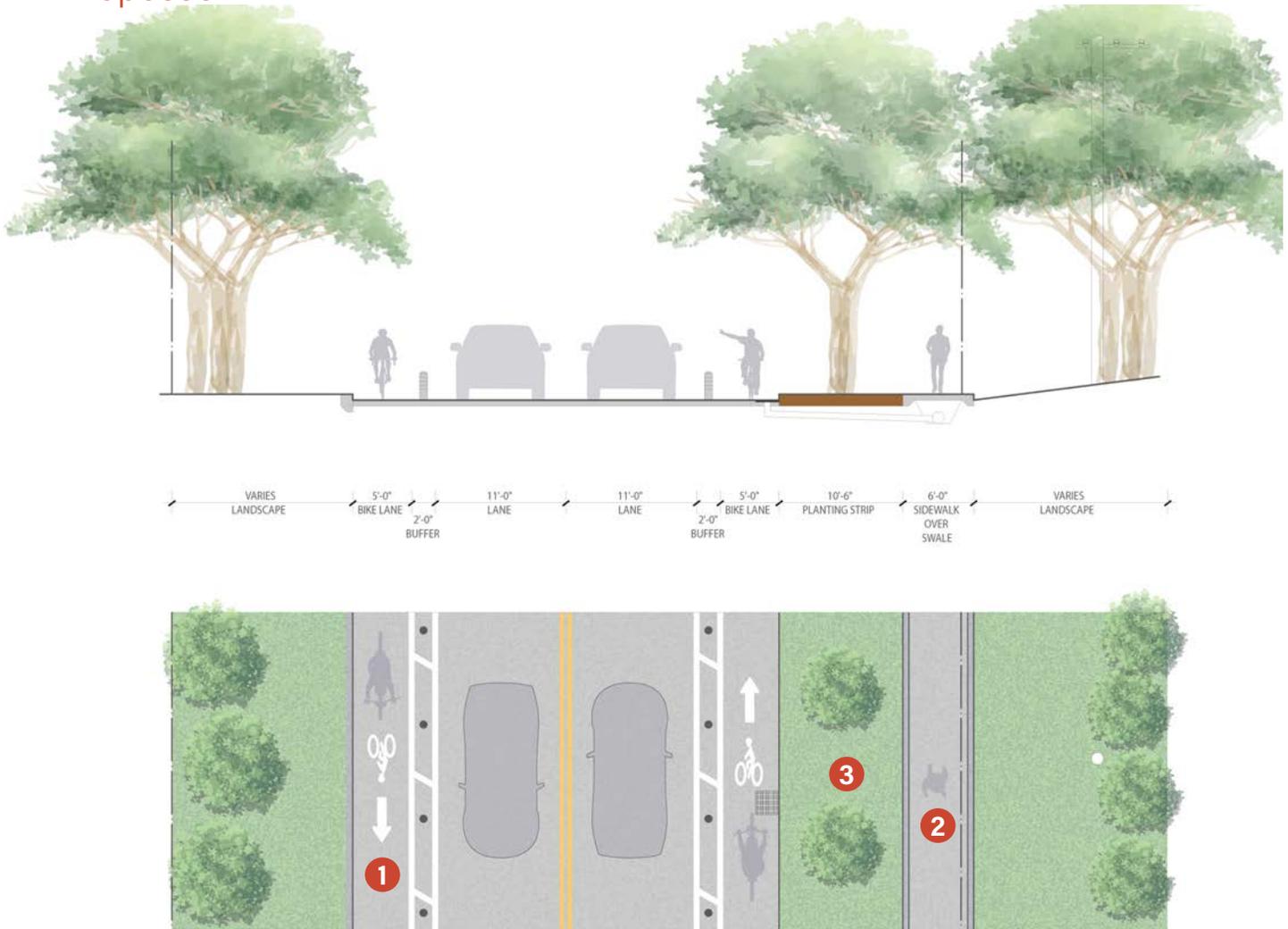
Existing Context Map



Overview

Belmont Avenue/Acadia Highway (Route 3) is a regional corridor providing important access to downtown Belfast, as well as commercial businesses clustered around the Route 1 Bypass. Currently, striped shoulders provide some space for active transportation but the widths vary, the vehicular speeds create uncomfortable conditions, and actual sidewalks are non-existent despite the presence of residential neighborhoods and commercial/employment destinations that exist along the corridor.

6A. Acadia Highway | Edgecomb Road Proposed



Key Features

- 1 Protected Bike Lanes
- 2 Sidewalk
- 3 Trees (where feasible)

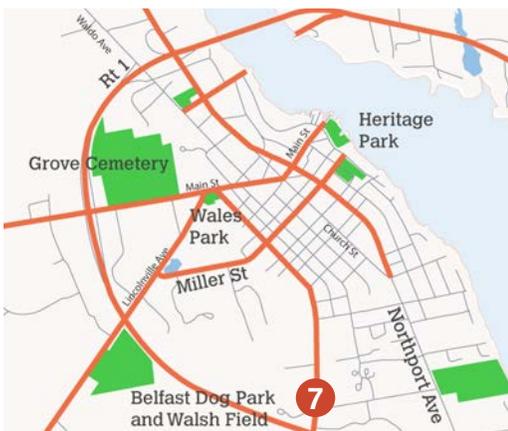
The proposal above aims to add physically protected bike lanes, plant trees, and extend the sidewalk out from all of the commercial businesses that exist along the corridor. Building this infrastructure before land is further developed will help ensure outlying neighborhoods are connected and encourage new development to support active transportation.

7. Congress Street | Wight Street

Existing Condition



Existing Context Map



Overview

The intersection of Congress Street and Wight Street is a key intersection for the expansion of Belfast's active transportation network. Specifically, Congress Street was called out by residents as needing accessibility improvements, especially south of Grove Street where the sidewalk currently ends. Thus, it is recommended that the sidewalk be extended along the west side of Congress Street to a new crossing at Route 1. This connection should eventually reach all the way to Perkins Road and the Little River Trailhead.

7. Congress Street | Wight Street Proposed

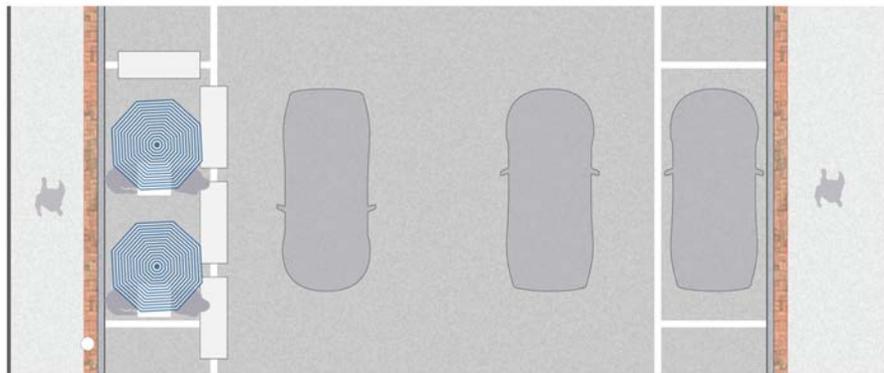


Key Features

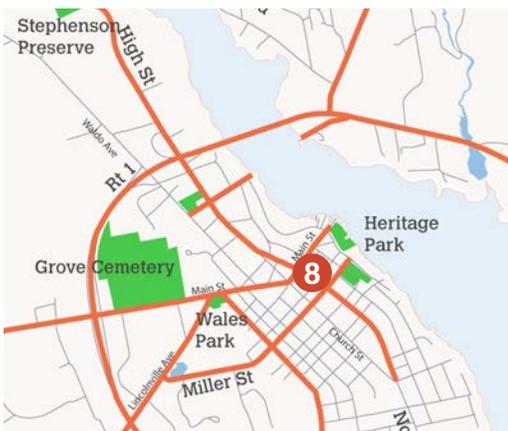
- 1 ADA-Compliant Sidewalk
- 2 Raised High-Visibility Crosswalk
- 3 Shared Use Path

The proposed project above shows a sidewalk extension to the south and the potential to make a safer and stronger connection to the shared use path on Wight Street. The raised crosswalk would slow traffic and serve as a showcase for pedestrian/bicycle-friendly design that ensures accessibility for people of all ages and physical abilities. An added bonus, raised crosswalks mean no winter slush or ponds of rainwater at the curb!

8. High Street | Main Street Existing Condition



Existing Context Map



Overview

As described earlier, the High Street/Northport Avenue corridor is a critically important active transportation corridor. While bike lanes do exist along much of the "in-town" segment, the visual and physical continuity drops within the core of downtown. The short segment between Pendleton Street and Main Street currently features sidewalks on both sides, curbside parking, and seating for in-street dining.

8. High Street | Main Street Proposed



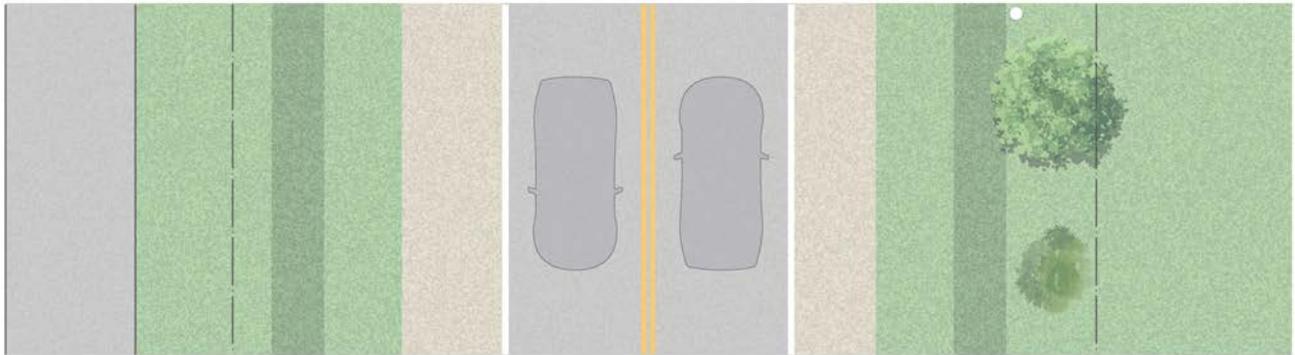
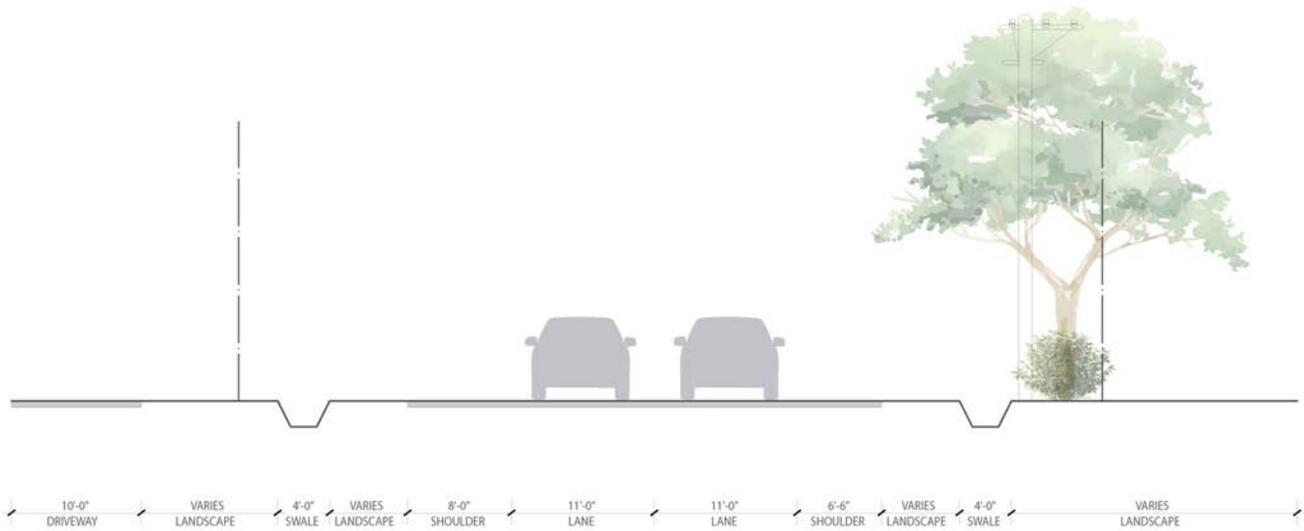
Key Features

1 Conventional Bike Lane

The proposed plan will close the cycling gap by including contextually appropriate facilities that respond to the available curb-to-curb widths of each block. Shown above is the addition of conventional bike lanes for each direction of travel, which can be striped within two existing but overly wide travel lanes. Extending north of Main Street, shared use lane markings can provide a visual linkage to where bike lanes are re-introduced at Church Street.

9. Swan Lake Avenue | Townhouse Road

Existing Condition



Existing Context Map



Overview

Swan Lake Avenue (Route 141) is one of the five radial corridors linking outlying communities to the core of Belfast. While the corridor is primarily rural in character, it has multiple pockets of higher-density modular housing interspersed with forested areas and larger residential lots. Swan Lake Avenue was identified by residents as a dangerous place to walk and bike due to the lack of sidewalks north of East Belfast School, inconsistent shoulder widths (usually paved but gravel at the location of the above drawing), and higher-speed vehicular traffic.

9. Swan Lake Avenue | Townhouse Road Proposed



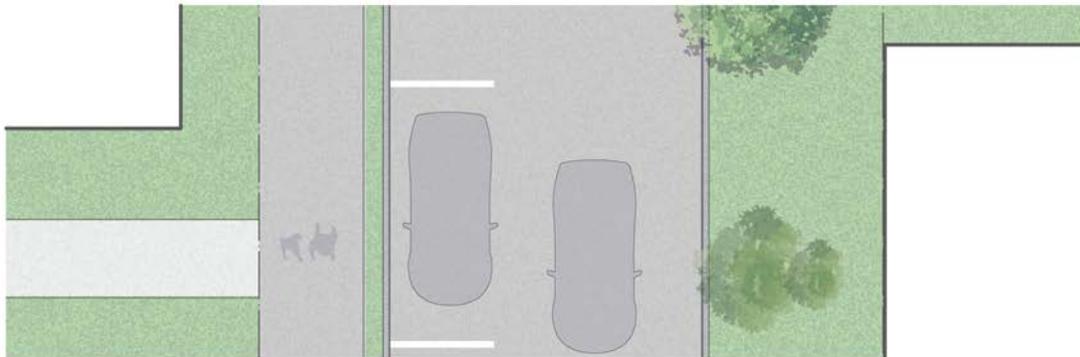
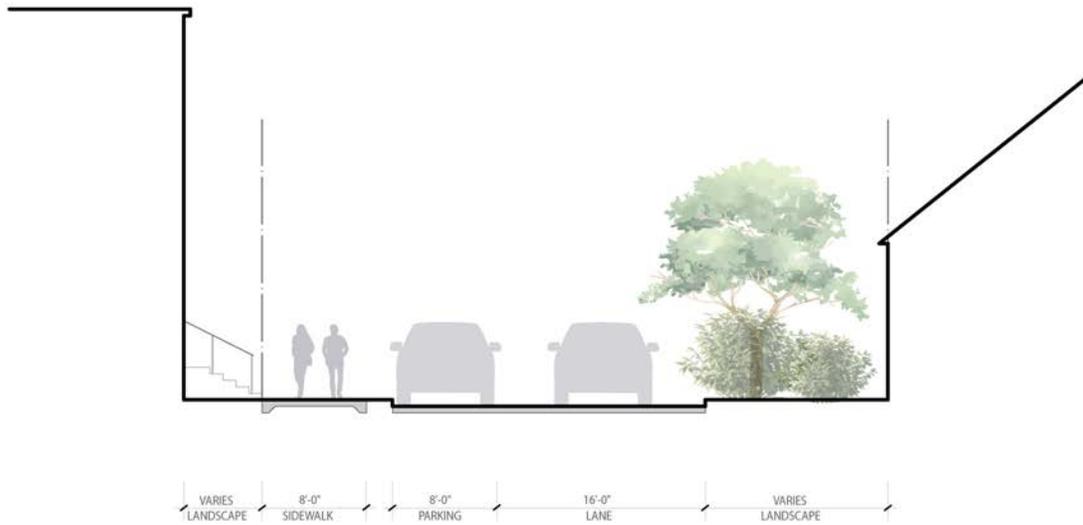
Key Features

- 1 Enhanced Shoulder
- 2 Sidewalk

The proposal above aims to deliver safer facilities linking residents of the Swan Lake corridor with the Littlefield Preserve, East Belfast School, and proposed facility upgrades along Robbins Road and the Route 1 crossing/Footbridge Road. These improvements can be made by retrofitting the shoulders on either side to create new bike lanes and a sidewalk, accommodating a wider variety of active travel users, including children traveling to/from East Belfast School or to/from downtown Belfast. In the short-term, widening the shoulder to a consistent width may result in modest safety benefits for active travelers but should not be considered a final solution, especially at pinchpoints like the Kelly Bridge where people walking and cycling are forced into close proximity with fast-moving traffic.

10. Miller Street | Church Street

Existing Condition



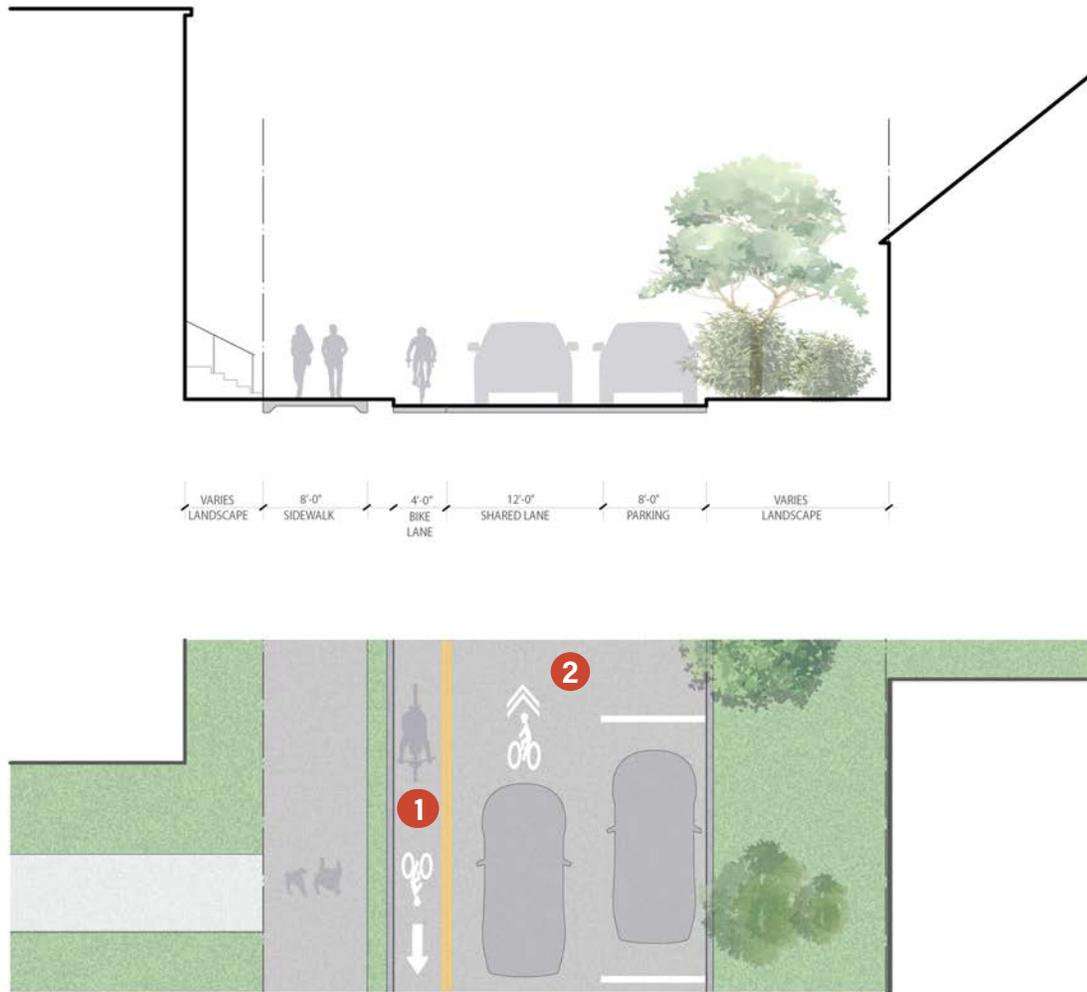
Existing Context Map



Overview

Miller Street is Belfast's second most prominent east-west corridor, linking Lincolville Avenue, Captain Albert Stevens School, in-town neighborhoods, the library, and the waterfront, among other local destinations. The corridor includes sidewalks for much of its length and bike lanes between Lincolville Avenue and Church Street.

10. Miller Street | Church Street Proposed



Key Features

- 1 Contraflow Bike Lane
- 2 Shared Use Lane Marking

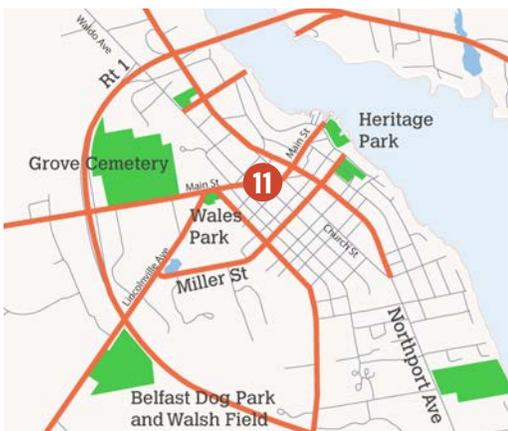
The plan proposes reversing the direction of vehicular traffic between High Street and Church Street only, and moves the location of curbside parking to the west side of the street. To facilitate more continuity in the bike network, an “uphill” contraflow bike lane will give cyclists dedicated space to maneuver while faster moving “downhill” cyclists can more easily share the travel lane with the low volume of people driving vehicles.

11. Post Office Square | Main Street + Church Street / Beaver Street

Existing Condition



Existing Context Map

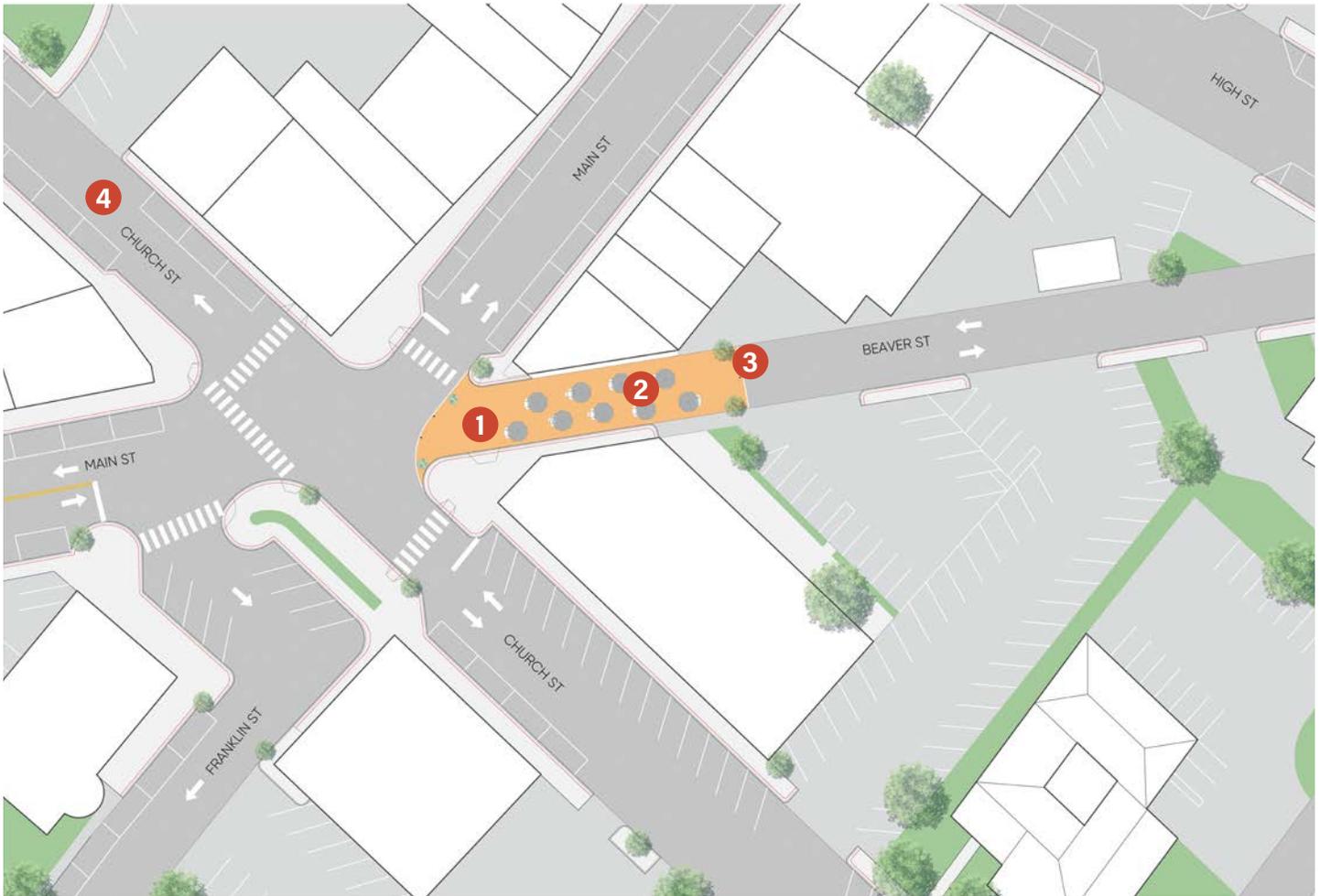


Overview

Post Office Square is defined by the convergence of Main Street, Franklin Street, Church Street, and Beaver Street. This complex, six-way intersection is iconic and serves as the gateway to the historic downtown core. However, it is challenging for people to traverse no matter how they get around.

11. Post Office Square | Main Street + Church Street / Beaver Street

Proposed Phase 1: Quick-Build Plaza



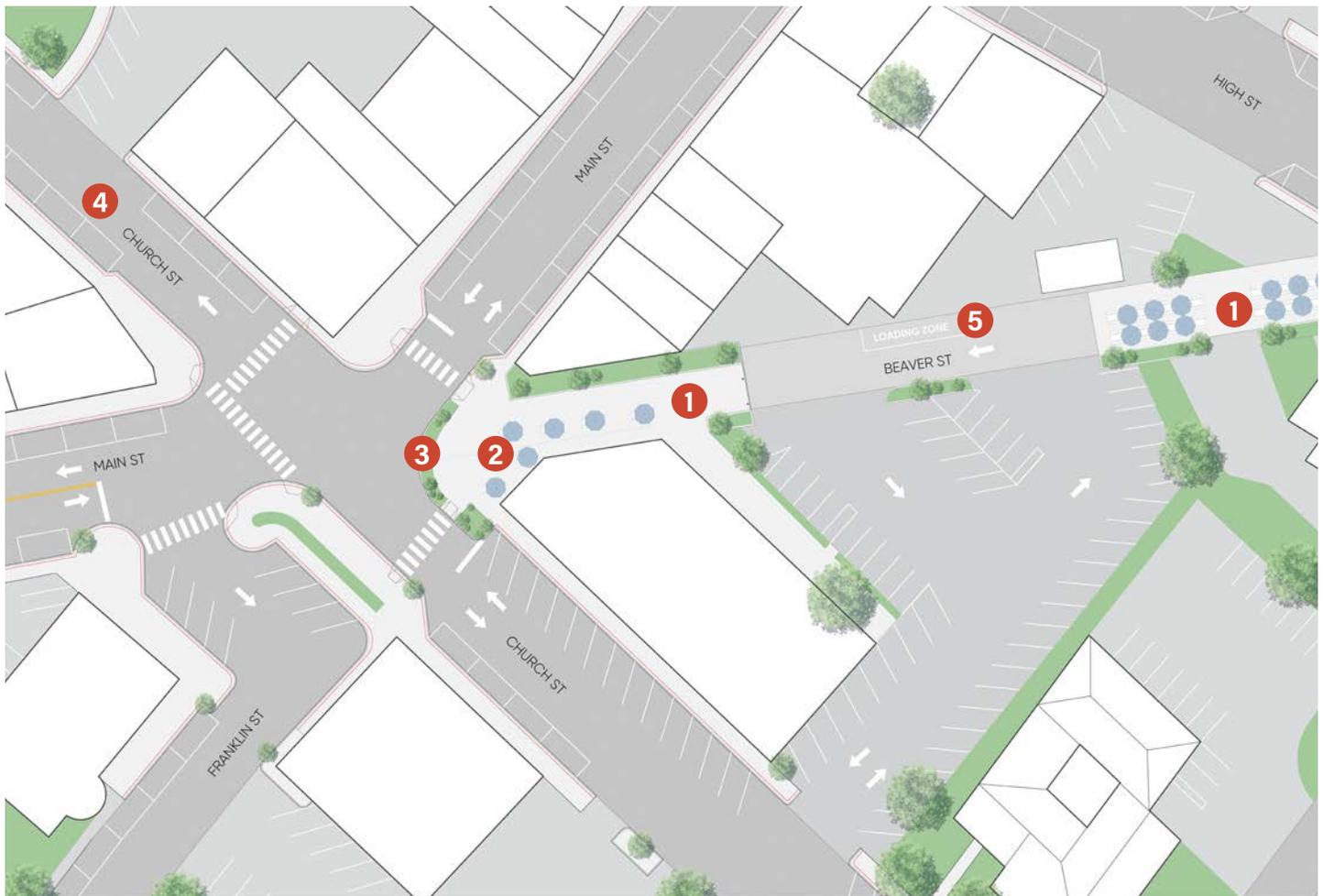
Key Features

- 1 Temporary Pedestrian Plaza
- 2 Public Seating
- 3 Planters (where feasible)
- 4 One-way Street

To alleviate confusion, enhance safety, and to put the “square” back in Post Office Square, the plan proposes the incremental transformation of Beaver Street into a pedestrian plaza while maintaining internal parking lot circulation. This project can be tested over a week, month, summer season, or even a year so that all stakeholders can evaluate any benefits or drawbacks before investing in a more permanent solution. The Beaver Street plaza idea came out of the public desire to simplify the confusing six-way intersection by turning it into a more traditional four-way, all-way stop, and to create a public gathering space in the heart of downtown Belfast.

11. Post Office Square | Main Street + Church Street / Beaver Street

Proposed Phase 2: Plaza Expansion / Capital Construction



Key Features

- 1 Interim Pedestrian Plaza
- 2 Public Seating
- 3 Rain Garden
- 4 One-way Street
- 5 Loading Zone

If the initial Beaver Street project is deemed a success, the City can move forward with confidence in an expanded and more impactful makeover, possibly even adding a second portion of the plaza at High Street that maintains internal parking lot circulation and "back of house" loading/unloading for the properties that enfront Main Street.

11. Post Office Square | Main Street + Church Street / Beaver Street

Proposed Phase 3: Capital Project Square + Plaza Construction



Key Features

- 1 Permanent Pedestrian Plaza
- 2 Public Seating
- 3 Rain Garden
- 4 One-way Street
- 5 Loading Zone
- 6 Raised Intersection

Finally, an even more substantial transformation is envisioned and will improve sitelines and shorten pedestrian crossing distances. Changing Church Street between Main Street and High Street into a one-way “outbound” direction also reduces turning movement conflicts and creates more usable public space. Finally, raising the intersection to be level with the sidewalk and moving the 8 dedicated Post Office parking spaces around the corner onto Franklin Street will calm-traffic, improve accessibility, and allow for the square to function as a vibrant gateway to all that downtown Belfast has to offer.

Tactical "Quick-Build" Project Implementation

Tactical Urbanism is an approach to project delivery that applies short-term, low-cost projects to test out the viability of long-term capital investments. From the least permanent to the most, the figure below illustrates a variety of ways to test project performance and gather public feedback. While not all projects should follow this model, larger and more expensive projects can be broken down into temporary demonstrations, pilot projects, or interim designs that use existing resources frugally and inform long-term capital investments. This Plan's Appendix identifies projects that may be appropriate for this so called "Quick-Build" approach, including the incremental transformation of Post Office Square.



Tactical Urbanism | Capital Project



Project Type
(time interval • relative cost)

DEMONSTRATION
(1 day - 1 month • \$)

PILOT
(1 month - 1+ year • \$\$)

INTERIM DESIGN
(1 - 5+ years • \$\$\$)

CAPITAL PROJECT
(20 - 50+ years • \$\$\$\$)

Project Leaders	Anyone (city, non-profit, business owner, students etc.)	Government / organizational leadership + involvement required	Government / organizational leadership + involvement required	Government / organizational leadership + involvement required
Project Permission	Sanctioned or unsanctioned	Sanctioned	Sanctioned	Sanctioned
Materials + Maintenance	Very low-cost, typically low-durability. May be borrowed, easily made, or purchased; no maintenance required	Relatively low-cost, but semi-durable materials to maximize design flexibility while minimizing maintenance needs	Low and moderate cost materials, designed to balance design flexibility, performance outcomes, and maintenance	High-cost, permanent materials that cannot be adjusted easily; maintenance needs vary tremendously
Public Involvement	Optional before project implementation, Recommended during brief project lifespan	Required, frequent before implementation and frequent during evaluation period	Recommended, frequent before implementation, required during initial evaluation period, optional thereafter	Required before implementation, recommended during implementation and initial evaluation period, optional thereafter
Flexibility of Design	High: organizers expect project to be adjusted and removed within a short timeline, typically one week or weekend	High: proponents expect project to be adjusted; it may be removed if it does not meet goals upon initial evaluation	Moderate: organizers expect project to be adjusted, but it is intended to remain in place until capital upgrades are possible	Low: project is considered a permanent capital upgrade that is unlikely to be adjusted significantly once installed
Data Collection / Evaluation	Qualitative: optional Quantitative: optional	Qualitative: required Quantitative: required	Qualitative: recommended Quantitative: required	Qualitative: optional Quantitative: recommended

Neighborhood Slow Streets Toolkit

Introduction

This Plan recommends 15.5 miles of "Slow Streets" to further reduce vehicular volumes and/or speeds along already low-volume in-town streets or rural roads of scenic and/or recreational interest. The goal is to create streets so comfortable for people that the need for separate facilities (sidewalks, bike lanes, vehicular lanes, etc.) is eliminated. Some of Belfast's streets already function this way and the addition of specific signage, markings, and other physical traffic-calming measures will reinforce how streets can be shared safely by people walking, rolling, wheeling, and driving. Neighborhood Slow Streets should also be designed as appropriate places for impromptu or planned social gatherings, play, and recreation.

The Neighborhood Slow Streets Toolkit outlined below introduces a 10 relatively low-cost treatments that will help Belfast achieve safe and convivial streets across a variety of contexts. Each treatment identified below includes a definition and highlights how, and in some cases where, they may be applied in Belfast.

Slow Streets Gateway Treatments

Pavement Markings

Pavement markings consist of striping and symbols placed on the street surface to help people understand the rules of the road. They include lane markings, crosswalks, and warnings. Developing a specific "Slow Streets" pavement marking will reinforce that the street is to be shared by all.

Application

Include as part of a "gateway treatment" at the entrance to all Slow Street blocks.



Signs

Traffic signs placed along the side of the street provide information, instructions, or warnings. Specific "Neighborhood Slow Street" signs should be created and paired with speed limit reductions (15mph) to convey that people driving are welcome but must proceed slowly and give way to others.

Application

Place at the entrance of any Slow Street block, pair with speed limit signs and pavement markings (see above).



Slow Streets Intersection Treatments

High-Visibility Crosswalks

High-visibility crosswalks use contrasting pavement treatments to significantly increase the visibility of a crosswalk to oncoming vehicular traffic.

Application

At intersections along the Slow Street, with a priority for higher volume crossings (Ex. Route 1, Northport Avenue, etc.) and mid-block locations (Ex. a block with a sidewalk on one side of the street and a rangeway on the other).



Curb Extensions

Curb extensions increase the amount of pedestrian space available at intersections or mid-block crossings. Shortened crossing distances reduce exposure to vehicular traffic, and smaller curb radii encourages slower vehicle turns. They can be created at a lower cost using Quick-Build materials.

Application

At intersections or mid-block crossing locations where on-street parking lane(s) and marked crosswalks are present (Ex. Church Street).



Neighborhood Traffic Circles

Neighborhood traffic circles simplify vehicle turning movements and lower vehicle speeds at intersections. These traffic-calming interventions improve safety, air quality, and reduce noise pollution within neighborhoods. They can be installed using road markings, and vertical quick-build elements like planters and signage. Permanent versions can be designed to be mountable to maintain passage for larger vehicles.

Application

Where the existing geometry allows traffic circles to be installed without expanding the pavement (Ex. Park and Church Street).



Raised Crossings

Raised crossings are similar to speed humps, only they have a flat top to allow for accessible, marked crossings. They help slow vehicles at intersections, help provide a level, accessible crossing, and can mitigate ponding or snow/slush at the corner.

Application

Where two curbed sidewalks exist on either side of an intersection or mid-block location, and where traffic-calming and improved accessibility is desired. (Ex. Church Street, Wight Street and Congress Street).



Traffic Diverters

Diverters reduce vehicular volumes along residential streets or across primary thoroughfares. They are primarily comprised of physical barriers that force motor vehicle traffic in one or more directions to turn while allowing people walking, bicycling, rolling to proceed through.

Application

Diverters may be placed along moderate or higher volume streets to deter cross-traffic or to be placed strategically within residential streets to further limit thru traffic.



Turn Restrictions

Turn restrictions limit vehicular turning movements to reduce cut-thru traffic within a residential setting and/or to reduce conflicts within intersections. Turn restrictions may be eased to allow local traffic-only and almost always allow people cycling, scooting, etc. to make the turn.

Applications

May be used in standalone applications or in conjunction with traffic diverters. Most commonly applied to intersections with a history of intersection crashes.



Slow Streets Mid-Block Treatments

Speed Humps

Speed humps are paved mounds placed in the roadway that cause drivers to slow down. Speed humps can be divided into multiple sections allowing bicyclists and vehicles with large wheelbases, like fire trucks, to travel without being interrupted by the humps.

Application

Place at mid-block locations on streets with lengthy intersection spacing, and/or near popular destinations, such as schools and parks. (Ex. Bayview Street).



Chicanes

Chicanes are offset curb extensions that introduce lateral shifts, creating a 'slalom effect' to reduce vehicular speeds. Sometimes paired with a center median island, chicanes also provide an opportunity for plantings, bicycle parking, seating and more. Low-cost chicanes may be created along narrow streets with only one parking lane by periodically alternating the location of the parking on opposite sides of the street.

Application

Like speed humps, chicanes should be located at mid-block locations, especially within long blocks where people driving tend to gain more vehicular speed, or near destinations that generate foot traffic, like schools and parks. (Ex. Bayview Street).



Appendix

Extended Recommendations

	Recommendations
Main Street, Market Street to Harbor Walk	
Main Street Accessibility	1. Add ADA compliant ramps at every corner on Main Street; add accessible pedestrian signals where warranted; replace brick decorative banding with concrete.
Main Street Bikeway, between Market Street and Harborwalk	2. Add sharrows, every 100'
Main Street, between High Street and Cross Street	3. Convert angled parking to parallel parking to widen sidewalks, add amenities, etc.
Main Street at Church Street	4. Clarify movements at the Church Street intersection by creating a four-way stop; convert the north leg of Church Street to a one-way street; Add curb extensions to reduce crossing distance; raise intersection; expand public space available at Post Office Square.
Beaver Street at Church Street	5. Simplify intersection movements by converting part of Beaver Street to pedestrian space; maintain parking lot access.
Main Street, between High Street and Cross Street	6. Convert angled parking to parallel parking to widen sidewalks, add amenities, etc.
Main Street/Belmont Avenue (Route 3), Market Street to Edgecomb Road	
Bike lane barriers, between Market Street and Grove Cemetery	1. Add barriers, even if seasonal, to protect existing Main Street/Belmont Avenue bike lanes.
Fully protected bike lanes, Market Street to Edgecomb Road	2. Implement continuous directional protected bike lanes; consider additional safety enhancements within 300' of Route 1 underpass, and around on- and off-ramps; add green crossbike conflict zone markings at every intersection and curb cut; add MUTCD W11-1 and R3-17 "Bike Lane" signs along the corridor.
Main Street accessibility, Market Street to Schoodic Drive	3. Add ADA compliant ramps at every corner where missing; add accessible pedestrian signals where warranted.
Speed limit reduction, Lincolville Avenue to Crocker Road	4. Reduce speed limit to 25mph from the Route 1 Bypass to Lincolville Avenue; reduce speed limit to 35mph between Route 1 Bypass and Crocker Road.
Extend sidewalks, Goodwill Drive to Edgecomb Road	5. Build new ADA compliant sidewalks with wide planting strip along western side of Belmont Avenue; add a pedestrian refuge island over Belmont Avenue at Goodwill Drive; create marked crosswalks with appropriate signage at Schoodic Drive, Crocker Road, and Edgecomb Road as sidewalks are constructed.

Priority Score	Length	Phase	Quick-Build?	Notes
15	1,725'			
	1,725'	Mid	NO	
	1,725'	Short	YES	
	500'		YES	
		Short, Mid, Long	YES	See Priority Project #11 for more design details.
	75'	Short to Mid	YES	This project is a great opportunity for a seasonal test to see how the project is received and its impact on building and traffic operations.
	500'	Short, Mid, Long	YES	
15	1.75 miles			
	2,300'	Short	YES	See Priority Project #6 for more design details.
	1.75 miles	Mid to Long	NO	The roadway shoulder to bike lane conversion should occur in conjunction with a sidewalk extension to Edgecomb Road. See Priority Project #6 for more design details. Should on-street bike lanes be considered inappropriate, consider building a separated shared use path along western side of the segment, from Route 1 to Edgecomb Road.
	1.05 miles	Mid to Long	NO	
	5,175'	Short to Mid	NO	
	4,990'	Mid to Long	NO	Part of the Circle Route. See Priority Project #6A for more design details.

	Recommendations
Main Street / Belmont Avenue (Route 3), Market Street to Edgecomb Road	
Pedestrian-friendly infill development, between Alto Street and Edgecomb Drive	6. Consider adopting zoning that incentives pedestrian-friendly, mixed-use and residential development, as well as the redevelopment of existing low-intensity commercial parcels into mixed-use development.
Belmont Avenue (Route 3) Edgecomb Road to City Line	
Bicycle wayfinding signage	1. Sign existing shoulders between Edgecomb Road and City Line with MUTCD W11-1 or W11-2 warning signs paired with MaineDOT approved 3ft min passing sign.
CMP Utility Corridor Crossing	2. Provide a high-visibility and well-signed trail crossing just to the east of Hayford Corner.
Northport Avenue, Church Street to Route 1	
Bike lane barriers, between Route 1 and Church Street	1. Add barriers, even if seasonal, to protect existing buffered bike lanes; add crossbike markings at all intersections and driveways.
Church Street intersection improvements	2. Disallow left-turns onto High Street; re-allocate excessive pavement space to pedestrian use/landscaping at Church Street intersection.
City Park/Wight Street Multi-Use Path Connection	3. Create a multi-use crossing connection between Wight Street path (under construction) and City Park Road.
Northport Avenue accessibility	4. Upgrade sidewalk with ADA compliant ramps/detectible warning pads at every corner where missing; add accessible pedestrian signals where warranted; add high-visibility crosswalks over intersecting streets where missing.
Route 1 roundabout/multi-use path	5. Explore with MaineDOT the replacement of the Route 1 jug handle with a roundabout that includes a shared use path connection around perimeter, linking with proposed Route 1 path.
Pedestrian crossing improvements	6. Consider adding crosswalk 'gateways' and use of R1-6 yield to Pedestrian signs at Condon, Durham (existing R1-6); Mayo Streets, and at the hospital.

Priority Score	Length	Phase	Quick-Build?	Notes
15	1.75 miles			
	3,700'	Mid to Long	NO	Zoning reform is a necessary precursor to redeveloping this area.
8				
	3.5 miles	Short		
		Long		To be added if/when this CMP corridor is opened for non-motorized use.
11				
	4,675'		YES	Consider using flexible delineators, modular concrete curbing or other product spaced a maximum of 25'.
		Short, Mid, Long	YES	
		Short	NO	
	4,700'	Short, Mid, Long	NO	
		Mid, Long	NO	As part of an incremental approach to the Route 1 Shared Use Path Project, consider developing a path between Perkins Road and Northport Avenue. This will better accommodate the East Coast Greenway route along a high-speed, high-volume segment of Route 1.
		Short	YES	Adding edge line flexposts to crosswalks, along with R1-6 signs or a yellow post to help increase visibility.

	Recommendations
High Street, Church Street to Church Street	
Bikeway connectivity, between Church Street and Pearl Street	1. From Church to Pearl Street, add barriers, even if seasonal, to protect existing buffered bike lane; add appropriate MUTCD signage as well as bicycle and crossbike markings at all intersections and driveways.
Bikeway connectivity, between Pearl Street and Main Street	2. Add sharrows for inbound cyclists between Pearl Street and Miller Street; stripe bike lanes for outbound bike lanes and sharrows for inbound cyclists between Miller Street and Spring Street; stripe bike lanes from Spring Street to Main Street.
Bikeway connectivity, between Main Street and Bridge Street	3. Add sharrows every 100' between Main Street and Bridge Street; add barriers, even if seasonally, to protect existing buffered bike lanes between Bridge Street and Church Street; consider changing head-in angled parking to angled back-in angle parking.
High Street accessibility	4. Upgrade sidewalk with ADA compliant ramps/detectible warning pads at every corner where missing; add accessible pedestrian signals where warranted.
High Street, Church Street to Stephenson Preserve Trailhead	
Bikeway upgrades, between Church Street and Vine Street	1. Add barriers, even if seasonal, to protect existing buffered bike lanes; add crossbike markings at all intersections and driveways, from Church Street to Vine Street.
Route 1 on-ramp crosswalk	2. Add high-visibility crosswalks, ADA compliant ramps/detectable warning pads, and other appropriate safety improvements at Route 1 on-ramp near Field Street.
Shared Use Path Project	3. Build new ADA compliant multi-use path along the eastern side of the roadway, from Vine Street to Upper Bridge Station Trailhead; crossover to west side of the roadway for remaining -350' to the Stephenson Preserve Trailhead.
Waldo Avenue (Route 137), from Main Street to Marsh Road	
Bike lanes or widen sidewalk, from Main Street to Belfast High School	1A. Re-stripe existing street with 10' travel lanes and 5' bike lanes, with any excess width given to a bikeway buffer; consider angled back-in on-street parking configuration at Belfast High School 1B; narrow travel lanes to 10' each, expand sidewalk on the northside of the street by 10-12', allowing for street trees and shared facility for people walking, cycling, rolling.
Sidewalk accessibility	2. Upgrade sidewalk with ADA compliant ramps/detectable warning pads at every corner where missing or where mid-block crosswalks must link to the sidewalk.

Priority Score	Length	Phase	Quick-Build?	Notes
13				
	1,825'	Short	YES	Consider using flexible delineators, modular concrete curbing or other product spaced a maximum of 25'.
	1,000'	Short	NO	See priority project #8 for design details; consider petitioning MaineDOT to permit 10' travel lanes as described in Engineering Instruction C-1.
	600'	Short	YES	Changing parking on northeast side of High Street west of Main Street from front-in angled parking to back-in angled parking will enhance bicycle safety as it will improve driver visibility on-coming cyclists.
		Mid, Long	NO	
16				
	3,200'	Short, Mid, Long	YES	Consider using flexible delineators, modular concrete curbing or other product spaced a maximum of 25'.
		Short, Mid	YES	
	2,850'	Mid, Long	YES, NO	See priority project #3 for more design details.
12				
	2,400'	Short, Mid	YES, NO	Safe Routes to School Project -- Waldo Avenue is a state aid road, so MaineDOT approval needed for reduction of travel lanes to 10'; engineering Instruction C-1.
	2,400'	Mid	NO	Safe Routes to School Project.

	Recommendations
Waldo Avenue (Route 137), From Main Street to Marsh Road	
Bikeway upgrades, from Marsh Road to Belfast High School	3. Consolidate existing directional bike lanes into a two-way, protected facility along the eastern side of the corridor, between Belfast High School and Marsh Road; convert western side back to on-street parking; work with MaineDOT to widen sidewalk along the Route 1 overpass bridge to accommodate multiple user types (walking, rolling, cycling, etc.).
Pride/Lions Way Multi-Use Pathway and RRFB	4. Build a new multi-use path connection between Waldo Avenue and the school entrance along Lions Way and Pride Way; improve the crosswalk over Waldo Avenue with a rectangular rapid flashing beacon (RRFB).
Waterville Road (Route 137), Marsh Road to City Line	
Shoulder enhancements	1. Expand shoulder wherever width is less than 5'; Add MUTCD W11-1 or W11-2 warning signs paired with Maine DOT approved 3ft Min passing sign.
Improve CMP Utility Corridor Crossing	2. Provide a high-visibility and well-signed trail crossing just east of Stover Preserve.
Lincolville Avenue, Main Street to Woods Road	
Sidewalk upgrade, between Main Street and Miller Street	1. Rebuild the existing sidewalk, incorporating all necessary ADA compliance features.
Crosswalk at Hannaford/Ocean State Job Lot	2. Add a high-visibility crosswalk across the entrance to Hannaford/Ocean State Job Lot; consider Quick-Build curb extension to narrow the receiving lane and reduce pedestrian exposure/crossing distance.
Bikeway connectivity, between Main Street and Edgecomb Road	3. Develop a continuous cycling connection by applying shared use lane markings between Main Street and Miller Street and protected bike lanes from Miller Street to Edgecomb Road; fix dangerous storm grate "dips" from Route 1 to Troy Howard Middle School; accompanying signage, crossbike pavement markings, and other design features should be incorporated as contextually appropriate, with vertical barrier elements possibly being seasonal along the edge of the bike lanes; in the short- to mid-term consider a leading pedestrian interval (LPI) and dedicated bike signal at the Route 1 intersectional or ordinance/signage that allows for cyclists to proceed through the intersection using the LPI signal phase.
Sidewalk upgrades, between Hatley Road and Howard Middle School	4. Upgrade sidewalks with ADA compliant ramps/detectable warning pads at every corner where missing, including at the crosswalk to Walsh Field; rebuild sidewalks to higher standard with granite or concrete curbing.

Priority Score	Length	Phase	Quick-Build?	Notes
12				
	4,200'	Mid, Long		Safe Routes to School Project
	1,500'	Short, Mid	YES	Safe Routes to School Project
6				
	2.6 miles	Mid, Long	NO	Part of the Circle Route
		Long	NO	To be added if/when this CMP corridor is opened for non-motorized use.
16				
	1,760'	Mid, Long	NO	Safe Routes to School Project (Captain Albert Stevens Elementary School).
		Short	YES	
		Mid, Long	NO	Safe Routes to School Project (Troy Howard Middle School, Captain Albert Stevens Elementary School). See priority project #2 for more design details.
		Mid, Long	NO	Safe Routes to School Project (Troy Howard Middle School).

	Recommendations
Lincolnville Avenue, Main Street to Woods Road	
Shoulder enhancements, between Edgcomb Road and Woods Road	5. During a future repaving, widen the paved shoulders to 5'; widen shoulders on the Little River Bridge when bridge replacement occurs; add MUTCD W11-1 or W11-2 warning signs paired with MaineDOT approved 3ft min passing sign.
Route 1 roundabout/shared use path	6. Work with MaineDOT to convert the existing signalized Route 1/Lincolnville Avenue intersection into a modern roundabout; incorporate shared use path connections along Lincolnville Avenue and to the proposed Route 1 shared use path.
Back Belmont Road, Lincolnville Avenue to City Line	
Striping reconfiguration and speed limit reduction	1. Test effectiveness of removing center line striping and a speed speed limit reduction to 35mph; add MUTCD W11-1 and D11-1 "Bike Route 1A" signs along the corridor and pair with with MaineDOT approved 3ft Min Passing Sign; add additional East Coast Greenway route signs at City Border.
Shoulder improvements, between Edgcomb Road and City Border	2. If the above is less effective at slowing traffic, consider widening the paved shoulders to 5' with a future repaving project; add MUTCD W11-1 and pair with with MaineDOT approved 3ft Min Passing Sign; add D11-1 "Bike Route 1A" signs along the corridor as well as East Coast Greenway route signs at City Border.
Utility corridor crossing	3. Provide a high-visibility and well-signed utility trail crossing just past Armstrong Road.
Intersection safety improvements	4. Adjust alignment of Back Belmont Road with Lincolnville Avenue from skewed intersection angle to more of a "T"; consider an initial Quick-Build version of this recommendation.
Woods Road Herrick Road Perkins Road, From Lincolnville Avenue to Route 1	
Improve and reinforce East Coast Greenway route	1. Add MUTCD W11-1 and D11-1 "Bike Route 1A" signs along the corridor as well East Coast Greenway route signs at every route turn; pair with with MaineDOT approved 3ft Min Passing Sign; add shared use lane markings every 1,000'
Route 1 intersection improvements	2. Upgrade Route 1 intersection to include crossbike pavement markings and pedestrian/bicycle refuge, connecting to existing shoulder or future, proposed two-way shared use path along Route 1.

Priority Score	Length	Phase	Quick-Build?	Notes
16				
	1,900'	Mid, Long	NO	Part of the Circle Route; shoulder improvements provide a link to East Coast Greenway route that uses a segment of Woods Road.
		Mid, Long	NO	See Priority Project #1 for more design details.
8				
	2.4 miles	Short, Mid	YES	East Coast Greenway route.
	2.4 miles	Mid, Long	NO	East Coast Greenway route.
		Long	NO	To be added if/when this CMP corridor is opened for non-motorized use.
		Short, Mid	YES	East Coast Greenway route.
12				
	2.33 miles	Mid, Long	NO	East Coast Greenway route; part of the Circle Route.
		Short, Mid, Long	NO	East Coast Greenway route.

	Recommendations
Footbridge Road, Armistice Bridge to Route 1 Crossing at Swan Lake Avenue	
Improve shared use path connection	1. Expand asphalt and sidewalk where needed to achieve a striped, two-way shared use path connection between the bridge and Route 1; add MUTCD W11-1 sign and pair with MaineDOT approved 3ft Min Passing Sign; relocate the existing crossing and RRFB over Route 1 further east to the intersection of Footbridge Road and Route 1 to more safely link with Swan Lake Avenue.
Upgrade Route 1 crossing	2. Expand the crosswalk width to include marked crossbikes clarifying bicycle crossings; consider RRFB signal to alert motorists to pedestrian crossing; expand width of existing median refuge; expand sidewalk width on north side of Route 1 by tightening the existing striped turning radii.
Swan Lake Avenue, Route 1 to City Border	
Shared use path connection, from Route 1 to East Belfast School	1. Expand existing sidewalk width to achieve at minimum 8' width for a multi-use path connection between Route 1 and Brooke Avenue.
Sidewalk extension, from East Belfast Elementary School to Sherman's Corner	2. Build sidewalk from East Belfast Elementary School to CMP Utility Corridor crossing at Upper Mason Pond/Littlefield Preserve; provide physically separate and dedicated space on the Goose River Bridge when it is replaced; consider short-term strategies like using vertical delineators to improve separation between people driving and walking/cycling over the bridge.
Shoulder enhancements, from East Belfast School to City Border	3. Add MUTCD W11-1 signs and pair with MaineDOT approved 3ft Min Passing Sign along the corridor; expand paved shoulders to a minimum width of 4' to the City Border.
Add utility corridor crossings	4. Provide a high-visibility and well-signed utility trail crossings just to north of Boardman Way and Upper Mason Pond.
Robbins Road Patterson Hill Road Kaler Road, Route 1 to Oak Hill Road	
Designate as a Neighborhood Slow Street	1. Add gateway traffic-calming treatments at the intersections of Swan Lake Avenue, Robbins Road and Patterson Hill Road (two intersections), Kaler Road and Oak Hill Road; add MUTCD W11-1 signs and pair with MaineDOT approved 3ft Min Passing Sign; add shared use lane and/or other pavement markings to indicate that the corridor prioritizes active transportation/recreation.

Priority Score	Length	Phase	Quick-Build?	Notes
15				
	815'	Short, Mid	Partial	See Priority Project #4 for more design details.
		Short, Mid	Partial	See Priority Project #4 for more design details.
14				
	1,125'	Short, Mid	NO	See Priority Project #4 for more design details; Safe Routes to School Project (East Belfast Elementary School).
	2 miles	Mid, Long	Partial	See Priority Project #9 for more design details; Safe Routes to School Project (East Belfast Elementary School).
	3.5 miles	Mid, Long	NO	
		Long	NO	To be added if/when this CMP corridor is opened for non-motorized use.
13				
	3.3 miles	Short, Mid	YES	Part of the Circle Route; corridor of high recreation potential, given proximity to school, Rail Trail, and downtown Belfast.

	Recommendations
Doak Road, From Waldo Avenue to Head of the Tide Road	
Designate as a Neighborhood Slow Street	1. Add gateway traffic-calming treatments at the intersections of Waldo Avenue/Waterville Road and Head of Tide Road; MUTCD W11-1 and pair with with MaineDOT approved 3ft Min Passing Sign; add shared use lane and/or other pavement markings to indicate that the corridor prioritizes active transportation/recreation.
Improve trail to trail connectivity	2. Connect the Stover Preserve and Head of Tide Nature Preserve trailheads with a wide gravel shoulder as well as wayfinding signage which would link these two recreation assets.
Add Utility Corridor Crossing	3. Provide a high-visibility and well-signed utility trail crossing just to the east of the two preserves.
Upper Congress Street, From Main Street to Route 1	
Designate as a Neighborhood Slow Street	1. Add gateway and traffic-calming treatments the intersections of Main Street, Miller Street, Park Street, Wight Street, and Route 1; add MUTCD W11-1 and pair with MaineDOT approved 3ft Min Passing Sign; add shared use lane markings and/or other pavement markings to indicate the corridor as one that prioritizes active transportation and recreation.
Improve sidewalk accessibility	2. Add ADA compliant detectable warning pads at each corner.
Extend sidewalk to Route 1	3. Extend existing sidewalk and ensure ADA accessibility from Grove Street to Route 1.
Route 1 crossing safety improvement	4. Work closely with MaineDOT to develop a safer intersection crossing treatment for all users.
Lower Congress Street, Route 1 to Perkins Road	
Add bikeway markings and signage, from Route 1 to Perkins Road	1. Add MUTCD W11-1 and pair with MaineDOT approved 3ft Min Passing Sign; add shared use lane pavement markings; lower existing 40mph speed limit to 30mph, supported by appropriate traffic-calming measures.
Extend Sidewalk to the Little River Trailhead	2. Build a new ADA compliant sidewalk between Route 1 and Perkins Road.

Priority Score	Length	Phase	Quick-Build?	Notes
12				
	1.15 miles	Mid, Long	NO	Part of the Circle Route.
	375'	Short	YES	
		Long	NO	To be added if/when this CMP corridor is opened for non-motorized use.
14				
	1 mile	Short, Mid	YES	See Priority Project #7 for more design details.
		Mid	NO	
		Short	NO	
		Mid, Long	NO	To be coordinated directly with MaineDOT when Route 1 is revisited.
10				
	4,760'	Mid, Long	YES	
	4,760'	Mid, Long	NO	Safe Routes to School Project (Cornerspring Montessori).

	Recommendations
Edgecomb Road, From Belmont Avenue to Lincolnville Avenue	
Add bikeway markings and signage, from Belmont Avenue to Lincolnville Avenue	1. Add MUTCD W11-1 signs and pair with MaineDOT approved 3ft Min Passing Sign; add shared use lane pavement markings; lower existing 45mph speed limit to 30mph, supported by appropriate traffic-calming measures.
Formalize trail connection from Belfast Co-Housing to Troy Howard Middle School/YMCA	2. Improve wayfinding and formalize trail connection to allow recreation as well as safe walking routes to/from Troy Howard Middle School/YMCA and neighborhoods to north/west.
Extend sidewalk, from Belmont Avenue to Lincolnville Avenue	3. Build an ADA-compliant sidewalk along the northside of the road.
Salmond Condon Street, from Upper Congress Street to Ocean Street	
Add a sidewalk, from Upper Congress Street to Ocean Street	1. Build an ADA accessible sidewalk linking Upper Congress Street with Ocean Street.
Test a low-cost pilot project Neighborhood Slow Streets	2. Test out shared pedestrian/bicyclist/wheelchair markings and specific traffic-calming and gateway signage to emphasize pedestrians as the priority user; provide Quick-Build traffic-calming key intersections like Congress Street, Cedar Street, and Northport Avenue; apply lessons learned to future Neighborhood Slow Street projects.
Miller Street, from Lincolnville Avenue to Front Street	
Upgrade bikeway markings and signage	1. Add MUTCD W11-1 Signs and pair with MaineDOT approved 3ft Min Passing Sign; add crossbike conflict markings at all intersections/curb cuts.
Improve “in town” bikeway continuity	2. Move bike lane to “uphill” side of the street and add “downhill” shared use lane marking between Court Street and Church Street; add MUTCD R3-7bP sign permitting contraflow cycling between Church Street and High Street; add shared use lane markings between High Street and Front Street.
Improve sidewalk accessibility	3. Add ADA compliant detectable warning pads at each intersection where currently missing.
Rebuild sidewalk, from High Street to Union Street	4. Rebuild this short sidewalk segment and make it ADA compliant.
Add crosswalks and sidewalk ramp at Elementary Avenue	5. Build a new ADA-compliant ramp and high-visibility crosswalk over Miller Street at Elementary Avenue.

Priority Score	Length	Phase	Quick-Build?	Notes
8				
	5,265'	Short, Mid		Part of the Circle Route.
	~3,500'	Mid		Safe Routes to School Project (Troy Howard Middle School).
	5,265'	Mid, Long		
11				
	2,825'	Mid	NO	
	2,825'	Short	YES	
13				
	4,425'	Short, Mid	NO	Safe Routes to School Project (Captain Albert Stevens Elementary School).
	1,425'	Short, Mid	NO	See Priority Project #10 for more design details.
	4,425'			Safe Routes to School Project (Captain Albert Stevens Elementary School).
	280'		NO	
			NO	Safe Routes to School Project (Captain Albert Stevens Elementary School).

	Recommendations
School Street Elementary Avenue, From Miller Street to Miller Street	
Build Elementary Avenue sidewalk	1. Build a sidewalk from Miller Street to existing sidewalk Captain Albert Stevens Elementary School parking lot.
Install School Street crosswalk	2. Install a high-visibility crosswalk across the entrance to Captain Albert Stevens Elementary School.
Pierce Street, from Footbridge/Rail Trail to Waldo Avenue	
Add a sidewalk	1. Build a sidewalk from High Street to Bridge Street; extend pedestrian connection through the Waterfall Arts campus to connect to Waldo Avenue and Belfast Area High School.
Commercial Street, from High Street to Front Street	
Improve and reinforce East Coast Greenway Route	1. Add MUTCD W11-1 Signs and pair with MaineDOT approved 3ft Min Passing Signs along the corridor as well East Coast Greenway route signs at every route turn; add shared use lane markings every 150' and crossbike markings through intersections.
Route 1, from City Border to City Border	
Implement a shared use path for the entire length of Route 1	1. Work with MaineDOT to design and construct a regional 12' - 14' shared use path within the Route 1 right-of-way; ensure safe connections to all existing and future bikeway links.
Rail Trail spur at 53 City Point Road	
Rail Trail connection to Pendleton Park	1. Pursue a trail easement or purchase land to link the rail trail with Pendleton Park; mark crosswalk and add appropriate advanced warning signs for people driving along City Point Road.
Cedar Street, Salmond Street to Penobscot Terrace	
Sidewalk extension, from Salmond Street to Penobscot Terrace	1. Construct new ADA-compliant sidewalk on the west side of the street, between Salmond Street and Penobscot Terrace.
Crocker Road, Belmont Avenue to Marsh Road	
Construct new sidewalk, from Belmont Avenue to Marsh Road	1. Construct new ADA-compliant sidewalk on the east side of the corridor, between Marsh Road and Belmont Avenue.

Priority Score	Length	Phase	Quick-Build?	Notes
13				
	1,050'	Mid	NO	Safe Routes to School Project (Captain Albert Stevens Elementary School).
		Short	NO	Safe Routes to School Project (Captain Albert Stevens Elementary School).
14				
	1,300'	Mid	YES, NO	Safe Routes to School Project (Belfast Area High School).
11				
	650'	Short	YES	East Coast Greenway route.
17				
	6.5 miles			Explore project phasing and local funding options to possibly increase the speed of project delivery.
8				
	225'	Mid, Long	NO	If an easement or property deal can't be done, consider extending shared use path connection to Pendleton Park from the Stephenson Preserve Trailhead.
10				
	970'	Mid, Long	NO	Links to the new wight street shared use path.
10				
	5,054	Long	NO	Part of the Circle Route.

	Recommendations
Field Street/River Avenue, Waldo Avenue to Pierce Street	
Upgrade existing sidewalk to a shared use path	1. Repurpose one of the two travel lanes on River Street, and replace with a wider ADA accessible shared use path along Field Street with a landscaped buffer featuring street trees; enhance path crossings at Waldo Avenue and High Street.
Construct new sidewalk, from Pierce Street to High Street	2. Construct new ADA-compliant on the north and east side of Field and River Street, between High Street and Pierce Street.
Franklin Street, Charles Street to Cedar Street	
Construct a new sidewalk, from Charles Street to Cedar Street	1. Construct new ADA-compliant sidewalk on the west side of the street, between Charles Street and Cedar Street.
John Street, High Street to Waldo Avenue	
Construct a new sidewalk, from High Street to Waldo Avenue	1. Construct new ADA-compliant sidewalk on the southern side of the street, between High Street and Waldo Street; add new crosswalks over Waldo Avenue.
Market Street, Belfast District Court to Main Street	
Construct a new sidewalk	1. Construct new ADA-compliant sidewalk on the west side of the street, between Main Street and the entrance to the Belfast District Court; add new crosswalks across the parking lot entrance.
Marsh Road, Waldo Avenue to Crocker Road	
Construct a new sidewalk, Waldo Avenue to Crocker Road	1. Construct new ADA-compliant sidewalk on the south side of the street, between Waldo Avenue and Crocker Road.
Spring Street, Cross Street to Front Street	
Construct a new sidewalk, from Cross Street to Front Street	1. Construct new ADA-compliant sidewalk on the north side of the street, between Cross Street and Front Street.

Priority Score	Length	Phase	Quick-Build?	Notes
12				
	570'	Mid, Long	YES	
	1080'			
8				
	180'	Mid	NO	
8				
	370'			
8				
	160'	Mid	NO	
9				
	5,280'	Long	NO	Part of the Circle Route.
8				
	215'	Mid, Long	YES	

Maine has two cannabis programs. How are they different?

The two regulated cannabis programs in the State of Maine are the Adult Use Cannabis Program and the Medical Use of Cannabis Program. They have different laws, features, establishments, levels of municipal involvement, and more. Additional information is available on the Office of Cannabis Policy (OCP) website at www.maine.gov/dafs/ocp.

Adult Use

Laws

Cannabis Legalization Act (Adult Use)
Title 28-B

- Legalizes the use, sale, and taxation of cannabis for adult use purposes
- State licensing for adult use cannabis establishments

Program Features

- Consumers age 21+
- Mandatory testing
- Track & trace
- State & federal background checks
- Stringent labeling, universal symbol
- Edible THC limits
- Delivery with regulation

License Types

- Cultivation Facilities
 - Nurseries
- Manufacturing Facilities
- Cannabis Retail Stores
- Cannabis Testing Facilities

Role of Municipalities

- Must affirmatively opt-in for any type of establishment
 - No grandfathering
- Must provide local authorization before OCP issues an active license

Medical Use

Laws

Maine Medical Use of Cannabis Act
Title 22, Chapter 558-C

- Legalizes the use, sale, and taxation of cannabis for medical use
- State registration for medical cannabis establishments and medical providers

Program Features

- Patients age 18+
- No mandatory testing
- No track & trace
- State background checks
- Edible products include a signifier
- No edible THC limits
- Delivery without regulation

Registration Types

- Registered Caregivers
 - Caregiver Retail Stores
- Registered Dispensaries
- Manufacturing Facilities
- Cannabis Testing Facilities

Role of Municipalities

- Must affirmatively opt-in for any type of establishment, except those that were operating with municipal approval prior to December 13, 2018
- Limited role in state registration process

Adult Use Cannabis Program

Cannabis Store: A facility licensed to sell adult use cannabis and cannabis products to consumers.

Consumer: An individual 21 years of age or older who may make a purchase from a cannabis store.

IIC: An individual identification card issued to any licensed individual and to any principal, employee, or other support staff of a licensee.

Licensee: A cultivation facility, products manufacturing facility, cannabis store, or cannabis testing facility in the Adult Use Cannabis Program.

Municipal Opt-in: A municipality's decision to affirmatively permit the operation of some or all cannabis establishments within the municipality.

Medical Use of Cannabis Program

Caregiver: A registered individual that may acquire, possess, cultivate, manufacture, deliver, transfer, transport, sell, supply, or dispense cannabis and cannabis products to qualifying patients and other registrants.

Caregiver Retail Store: A store used by a registered caregiver to sell cannabis and cannabis products to qualifying patients and other items to the general public at a fixed location.

Certifying Provider: A physician, a certified nurse practitioner, or a physician assistant.

Dispensary: A registered entity that may acquire, possess, cultivate, manufacture, deliver, transfer, transport, sell, supply, or dispense cannabis and cannabis products to qualifying patients and other registrants.

Registrant: A registered caregiver, dispensary, cannabis testing facility, manufacturing facility, or person authorized to engage in cannabis extraction using inherently hazardous substances in Maine's Medical Use of Cannabis Program.

RIC: A registry identification card that identifies an individual who has registered with the Office in accordance with Chapter 558-C.

Qualifying Patient: An individual who has been a resident of the State for at least 30 days and who possesses a valid written certification regarding medical use of cannabis.

Program Compliance

Compliance Inspectors: OCP employees who work to ensure program compliance.

Inspection: An official visit by OCP to an active or prospective cannabis establishment to check for compliance with program statutes and rules.

Investigation: A process for investigating suspected infractions by program participants as a result of a complaint or as a result of routine compliance activities.

Technical Assistance: Support provided by OCP to program participants to help them become compliant with program statutes and rules.

Testing and Tracking

Audit Testing: Testing and sampling conducted by OCP to verify licensee compliance with program requirements.

Final Form: Cannabis or cannabis products in the form that will be sold to a consumer; except that the cannabis or cannabis product need not be prepackaged into individual retail units to be considered in its "final form".

Inventory Tracking: A system for the tracking of cannabis plants, cannabis, and cannabis products from immature cannabis plant to the point of retail sale, return, disposal, or destruction.

Lab Shopping: When a licensee submits samples to multiple labs in an attempt to secure the most favorable test results.

Metrc: The State's current vendor for adult use cannabis inventory tracking.

Pre-treatment: The process to reduce or eliminate contaminants from a batch of cannabis or cannabis products before a representative sample has been sent for testing.

Remediation: The process to reduce or eliminate contaminants from a batch of cannabis or cannabis products in the event a cannabis testing facility determines the representative sample has failed testing.

NOTE: This is not an all-encompassing list of key terms, and some definitions have been condensed for discussion purposes. Program rules and statutes are available on OCP's website for review. Please contact OCP with any questions.

MUNICIPAL REIMBURSEMENTS

For Adult Use Cannabis-Related Expenses

An Act to Assist Qualifying Municipalities to Defray the Costs of Opting In to Permit Adult Use Cannabis Establishments was enacted during the Second Regular Session of the 130th Legislature. **What does that mean for your town? Here are some quick FAQs.**



Where do the funds come from?

They come from OCP's Adult Use Health & Safety Municipal Opt-In Fund, which is funded by taxes on adult use cannabis sales in Maine.

Which municipalities are eligible?

Any municipality may request reimbursement for qualifying expenses if it has opted in to permit some or all adult use cannabis establishments (cultivation, testing, manufacturing facilities, and/or retail stores) within three years of the municipality's application for reimbursement.

Are there limits on expenses or reimbursements?

Yes. Each municipality may submit only one application for reimbursement; OCP cannot provide reimbursement in excess of \$20,000. Also, expenses must have been incurred within three years prior to the application, and must be incurred before July 1, 2027.



What counts as a “qualifying expense?”

Examples might include:

- Legal fees and costs associated with the drafting and adoption of a warrant article or the adoption or amendment of an ordinance.
- Costs (including staff time) incurred during the municipality's process of opting in to permit adult use cannabis establishment(s), like conducting a town meeting or election.
- Check with your legal counsel!



How can my town apply for reimbursement?

The application form for municipalities to apply for reimbursement is available on OCP's website at <https://bit.ly/3Un9GWo>. Some of the required information includes:

- Advantage vendor number
- An accounting for all “qualified expenses”
- The warrant article/ordinance that resulted from the expenses

Please contact Municipal.OCP@maine.gov with any additional questions.
Thank you for your interest!



Navigating the OCP Website



<https://www.maine.gov/dafs/ocp>

Adult Use

- » Links to the [rules and statutes](#) governing the Adult Use Cannabis Program
- » [Applications and forms](#) for participants in the adult use program

Medical Use

- » Links to the [rules and statutes](#) governing the Maine Medical Use of Cannabis Program
- » [Applications and forms](#) for participants in the medical program

Resources

- » Information about [cannabis product recalls](#)
- » A series of [Frequently Asked Questions](#)
- » Copies of all [guidance documents](#) issued by the Office
- » Links to various OCP [reports and surveys](#)
- » A [Resource Library](#) with a variety of handouts and information for different stakeholder groups

Data

- » [Downloadable information](#) about active and pending adult use licensees
- » [Downloadable information](#) about active and pending medical registrants
- » Historic violation data for both the [medical](#) and [adult use](#) cannabis programs
- » [Testing, municipal opt-in](#), and preliminary [sales data](#) for the adult use program

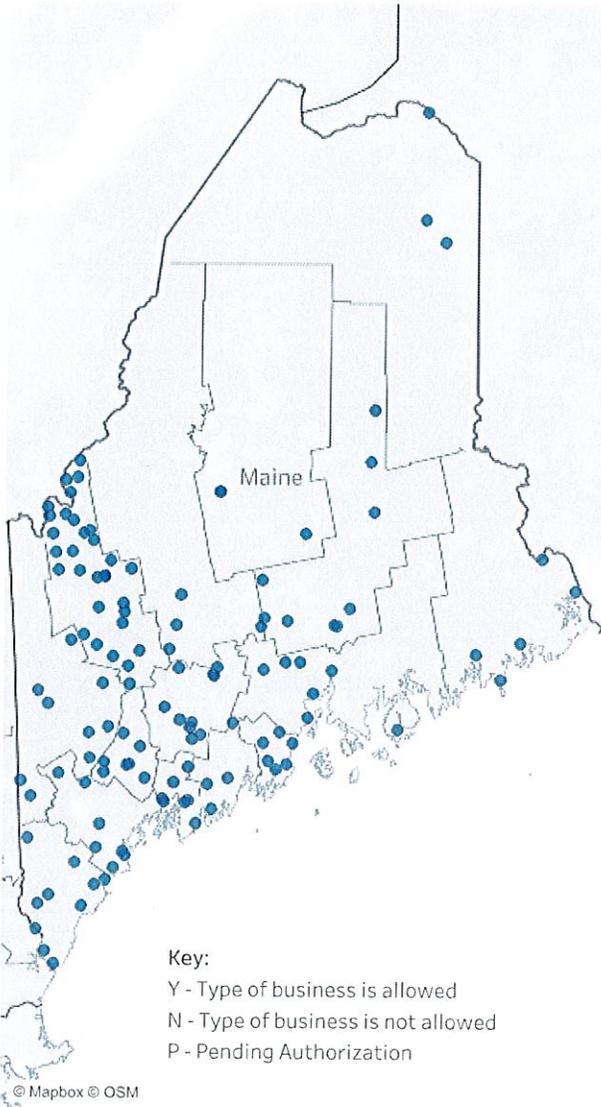
Stakeholder Engagement

- » Details about OCP's [Community Listening Tour](#) and [Cannabis Conversations](#)
- » Materials from OCP [task forces/workgroups](#)

File a Complaint

- » An [online form](#) to report any compliance and/or enforcement issues to OCP, including an adverse health reaction

Adult Use Cannabis Opt-In by Municipality



Municipality	Retail	Growing	Manufacturing	Testing	
Alder Stream ..	N	Y	N	N	●
Anson	Y	Y	Y	Y	●
Auburn	Y	Y	Y	Y	●
Augusta	Y	N	Y	Y	●
Avon	Y	Y	Y	Y	●
Bangor	Y	Y	Y	Y	●
Baring Planta..	Y	N	N	N	●
Bath	Y	Y	Y	Y	●
Beattie (No.2,..	N	Y	N	N	●
Berwick	Y	Y	Y	Y	●
Bethel	Y	Y	Y	Y	●
Biddeford	Y	Y	Y	Y	●
Boothbay	Y	Y	Y	Y	●
Bowdoinham	Y	Y	Y	Y	●
Brewer	Y	N	N	Y	●
Bridgton	Y	Y	Y	Y	●
Brownfield	N	Y	Y	Y	●
Brunswick	Y	Y	Y	Y	●
Buckfield	Y	Y	Y	Y	●
Bucksport	Y	Y	Y	Y	●
Byron	N	Y	N	N	●
Camden	N	Y	Y	Y	●
Carrabassett ..	Y	N	N	N	●
Casco	Y	Y	Y	Y	●
Chain of Pond..	N	Y	N	N	●
Chain of Pond..	N	Y	N	N	●
Chelsea	Y	Y	Y	Y	●
Coburn Gore	N	Y	N	N	●
Columbia	Y	Y	Y	Y	●
Damariscotta	Y	Y	Y	Y	●
Davis (No.3, R..	N	Y	N	N	●

Retail Sales - Overview

Sales Amount
Month: March 2025

\$19,563,451

Number of Sales Transactions
Month: March 2025

381,788

Average Price per Gram (Bud/Flower)
Month: March 2025

\$6.87

Sales Amount
Total Calendar Year to Date

\$243,916,003

Number of Sales Transactions
Total Calendar Year to Date

4,560,247

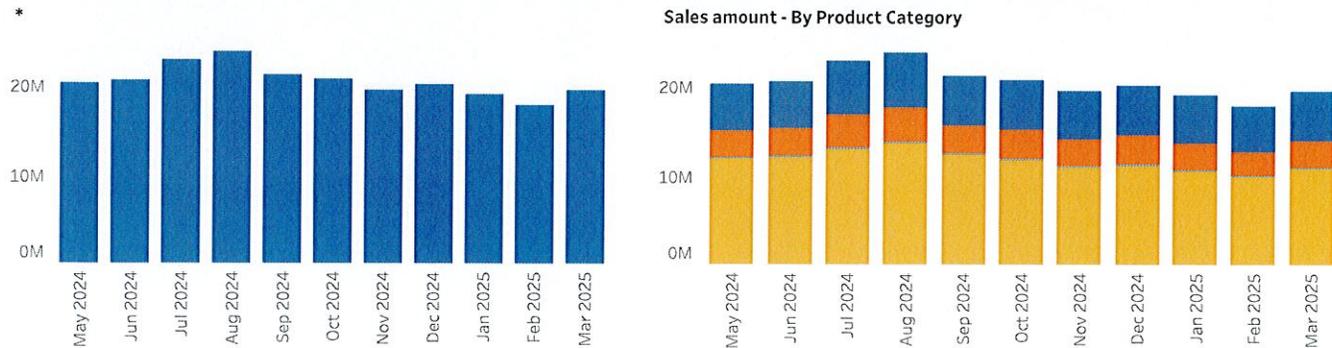
Average Price per Gram (Bud/Flower)
Average for Calendar Year to Date

\$6.99

Retail Sales - Annual Trend



Retail Sales - Previous 12 Months



Footnotes:

- 1) Data is preliminary and subject to revisions and/or adjustments.
- 2) Transaction means number of receipts or overall purchases in a single customer transaction.
- 3) Sales Transactions by Product Category represents all line items on a receipt.

Item Category

- Concentrate
- Infused Product
- Usable Cannabis
- Plants

Adult Use Compliance Data

In accordance with § 802-A of the Cannabis Legalization Act (CLA), Title 28-B, ch. 1, the Office of Cannabis Policy (OCP) may impose penalties on a licensee for license violations. Those penalties may include monetary penalties, license suspension, and/or license revocation. License violations are further broken down into three categories:

1. Minor license violations
2. Major license violations
3. Major license violations affecting public safety

Of note, P.L. 2023, ch. 679 became effective August 9, 2024. That law reduced the maximum fine allowable per license violation from \$100,000 to \$20,000 and reduced the upper fine amount for each type of violation. It also redefined, and limited, what constitutes a “major license violation affecting public safety”, a “major license violation”, and a “minor license violation”, and it repealed several sections of the CLA cited in the decisions and settlement agreements issued before August 9, 2024. Examples of each license violation are included in 28-B M.R.S. § 802-A and the rules governing the Adult Use Cannabis Program.

Key Terms

When issuing a license violation, OCP must provide notice and the opportunity for a hearing. A final order by the Department of Administrative and Financial Services imposing a monetary penalty, suspending, or revoking the license is a final agency action, and the licensee may appeal that decision to the Superior Court in accordance with Rule 80C of the Maine Rules of Civil Procedure. The licensee may have an opportunity to engage with OCP to reach a mutual agreement, known as a **Settlement Agreement**.

The following key may also be helpful while reviewing license violations:

- **ACA** – Tier 1 cultivation facility license (canopy)
- **ACB** – Tier 2 cultivation facility license
- **ACC** – Tier 3 cultivation facility license
- **ACD** – Tier 4 cultivation facility license
- **ACN** – Nursery cultivation facility license
- **ACP** – Tier 1 cultivation facility license (plant count)
- **AMF** – Products manufacturing facilities
- **MFT** – Testing facility
- **AMS** – Cannabis store

Violation Data

The following table summarizes violation data for the Adult Use Cannabis Program from inception of the program through March 2025. This information will be updated at the beginning of each quarter (last updated April 2, 2025).

- **Date** – The date of the final agency action
- **Licensee** – Either the natural person or business entity holding the license to operate a cannabis establishment
- **Licensee DBA** – Doing Business As, or the assumed name, pursuant to the Maine Department of the Secretary of State, Bureau of Corporations, Elections and Commission
- **License Number** – OCP’s unique identifier for each license type
- **Violation Type** – Minor license violation, major license violation, or major license violation affecting public safety
- **Settled Fine Amount** – The settled fine amount agreed upon by OCP and the licensee
- **Final Action Documentation (Redacted)** – The final agency action, whether a Notice of Administrative Action or Settlement Agreement

RELATED LINKS

[Adult Use Applicant Licensee, and Entity Search](#)

[Adult Use Opt-in Communities](#)

[Adult Use Retail Sales Data](#)

[Adult Use Testing Data](#)

Show ▼ entries

Search:

Date	Licensee	Licensee DBA	License Number	Violation Type	Settled Fine Amount	Final Action Document
3/18/2025	Nova Farms		ACD608	Major License Violation Affecting Public Safety	\$10,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
1/8/2025	Arcanna LLC		AMF275	Major License Violation Affecting Public Safety	\$25,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
10/2/2024	Brunswick Cultivation, LLC		ACC1261	Major License Violation	\$5,000.00	Notice of Administrative Action, Brunswick Cultivation, LLC ((dafs/ocp/files/ACC1261%2C%20Brunswick%20Cultivation.pdf)
6/11/2024	Norco Outdoor Cannabis LLC	Yani	ACD114	Minor License Violation	\$2,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
5/31/2024	Maine Cannabis Exchange LLC	Maine Cannabis Exchange LLC	AMS235	Minor License Violation	\$2,500.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
5/21/2024	Falling Leaf Farm, LLC		ACD641	Minor License Violation	N/A	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
4/29/2024	Dirigo Naturals, LLC	Foliage ME	AMS386	Minor License Violation	\$3,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
4/29/2024	East Coast Gold, Inc	Cheech & Chong	AMS1370	Major License Violation	\$2,500.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
4/29/2024	East Coast Gold, Inc	Cheech & Chong	AMF185	Major License Violation	\$10,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
3/11/2024	MEDGro LLC	The Healing Community MEDCo	AMS1244	Minor License Violation	\$4,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
3/11/2024	The Healing Community Labco, LLC	The Healing Community MEDCo	AMF821	Minor License Violation	\$9,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
2/29/2024	Core Empowerment ME LLC	Seed	AMS231	Minor License Violation	\$500.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
2/16/2024	20 Union St Auburn Maine CHAU LLC	Cannabis Haven Auburn 20 Union St AU	AMS1302	Minor License Violation	\$7,500.00	Notice of Administrative Action, Cannabis Haven Auburn 20 Union, At files/Cannabis%20Haven%20Auburn%2C%20AMS1302_Redacted.p
11/22/2023	The Hashery		AMF462	Minor License Violation	\$12,500.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
11/22/2023	The Hashery		AMF1309	Minor License Violation	\$10,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
11/1/2023	Vertikal Cultivation LLC		ACN1202	Major License Violation	\$105,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline
10/23/2023	Mountain Hi LLC	Elevation 207	AMS1126	Major License Violation	N/A	Notice of Administrative Action, Elevation 207 ((dafs/ocp/sites/maine.t files/Mountain%20Hi%20LLC%2C%20AMS1126_Redacted.pdf)

Date	Licensee	Licensee DBA	License Number	Violation Type	Settled Fine Amount	Final Action Document
9/12/2023	Mystique Operations LLC		ACC115	Minor License Violation	\$1,000	Notice of Administrative Action, Mystique Operations ((dafs/ocp/sites/files/Mystique%20Operations%2C%20ACC115%2C%20AMF121_Re
9/12/2023	Mystique Operations LLC		AMF121	Minor License Violation	\$1,000	Notice of Administrative Action, Mystique Operations ((dafs/ocp/sites/files/Mystique%20Operations%2C%20ACC115%2C%20AMF121_Re
4/14/2023	NPG, LLC	Wellness Connection	AMF330	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG, LLC	Wellness Connection	AMF333	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG, LLC	Wellness Connection	ACC334	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG, LLC	Wellness Connection	AMS335	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG Portland, LLC	Wellness Connection	AMS338	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG, LLC	Wellness Connection	AMS339	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
4/14/2023	NPG, LLC	Wellness Connection of Maine	AMS1130	Minor License Violation	\$15,000.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/NPG%2C%20AMF330%2C%20AMF333%2C%20ACC334%2C%
2/15/2023	Trich Town, LLC		ACD200	Minor License Violation	\$10,000	Notice of Administrative Action, Trich Town, LLC, ACD#200 ((dafs/ocp/files/Trich%20Town%2C%20ACD200.pdf)
6/13/2022	Green Cures, LLC		AMS279	Major License Violation	\$4,500.00	Settlement Agreement ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-
7/20/2021	Seaweed Co.		AMS135	Minor License Violation	\$5,000.00	Amended to Settlement Agreement Executed March 19, 2021 between ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/SeaWeed%2C%2
7/20/2021	Seasmoke Extracts, Inc.		AMF108	Minor License Violation	N/A	Amended to Settlement Agreement Executed March 19, 2021 between ((dafs/ocp/sites/maine.gov.dafs.ocp/files/inline-files/SeaWeed%2C%2

Showing 1 to 30 of 30 entries

Previous 1 Next

Note: Any redacted information is redacted pursuant to the Maine Freedom of Access Act, 1 M.R.S. § 400 et seq. Additionally, for any enforcement action that was not appealed, the date of the final action is the date of the notice plus 30 days to allow for the appeal period.

Important Information

The above data may differ from data contained in OCP's annual reports. Historically, OCP included statistics on license violations that were not yet final actions in its annual reports – noting them as “pending.” As a result, some license violations noted in an annual report may not have settled or come to a final agency action within that calendar year.

Some license violations may note the same original fine amount and a settled fine amount. Other provisions and/or restrictions may have changed between OCP's Notice of Final Agency Action and the agreed upon terms in the Settlement Agreement.

Finally, starting in the Spring of 2022, this Office began the process of rebranding to the Office of Cannabis Policy (OCP). The name change was necessitated, in part, by the passage of P.L. 2021, ch. 669 which replaced the term “marijuana” with “cannabis” in most portions of state law. As a result,

notices and decisions issued before that change use the terms “marijuana” and “Office of Marijuana Policy” instead of “cannabis” and “Office of Cannabis Policy”.

This information is being made available to provide ready access for the convenience of interested persons. While OCP believes the information to be reliable, human or mechanical error remains a possibility, as does delay in the posting or updating of information. Therefore, OCP is not responsible for the use or results obtained from the use of this information, or any errors or omissions contained therein.

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Office of Cannabis Policy
162 State House Station
Augusta, ME 04333-0162
Phone: (207) 287-3282
Fax: (207) 287-2671

Adult Use Testing Data

In accordance with subchapter 6 of the [Cannabis Legalization Act \(CLA\)](#) (<https://legislature.maine.gov/statutes/28-B/title28-Bch1sec0.html>), OCP must establish a testing program for adult use cannabis and adult use cannabis products. The CLA further states that a licensee may not sell or distribute adult use cannabis or an adult use cannabis product to a consumer unless the cannabis or cannabis product has been tested and that mandatory testing has demonstrated that the item does not contain harmful contaminants in excess of pass/fail thresholds for each contaminant.

The CLA specifies six categories of “analytes” for which all cannabis and cannabis products must pass mandatory testing prior to sale to consumers:

1. Residual solvents, poisons and toxins;
2. Harmful chemicals (commonly referred to as “metals”);
3. Dangerous yeasts, molds and mildew (including mycotoxins);
4. Harmful microbes, including, but not limited to, Escherichia coli and salmonella;
5. Pesticides, fungicides and insecticides; and
6. THC potency, homogeneity and cannabinoid profiles to ensure correct labeling.

All mandatory test results must be reported by the cannabis testing facility to the licensee that requested the mandatory testing, and to OCP, within two business days through the issuance of a Certificate of Analysis (COA) to the licensee and electronic data deliverables (EDDs) to the Office.

The results compiled here are derived from those EDDs and represent the results of initial mandatory testing only. These data do not contain the results of any samples submitted for non-mandatory, research and development purposes, nor the results of any samples submitted as “retests” in accordance with the rules governing the Adult Use Cannabis Program. Retesting of samples of cannabis or cannabis products can be done in limited circumstances including following remediation of an item that initially failed mandatory testing, in the event the licensee believes there was an error or to verify potency results.

Q1 2025 Adult Use Sample Report

The following tables summarize testing data for the adult use testing program for the first quarter of 2025. The tables show the rates of failures according to analyte category, matrix category, and by the adult use program overall. A “fail” in any category means that the testing results for the submitted sample contained an amount of contaminant above the failure threshold for that analyte as prescribed in 18-691 C.M.R, ch. 5, §6.

This data will be prepared and updated on a quarterly basis (*last updated April 25, 2025*). Aggregate year end data, as well as quarterly data for the current year, is [available for download in .xlsx format. \(\[dafs/ocp/sites/maine.gov/dafs.ocp/files/inline-files/Maine%20OCP%20Annual%20AU%20Sample%20Reports%202025%20Q1.xlsx\]\(https://dafs.ocp/sites/maine.gov/dafs.ocp/files/inline-files/Maine%20OCP%20Annual%20AU%20Sample%20Reports%202025%20Q1.xlsx\)\)](#)

Total Sample Fails*	Total Samples	Fail Rate
265	4,155	6.38%

**This number represents the number of individual samples that failed testing for at least one analyte. Samples may have failed testing for multiple analytes, and in the table below, each of those fails is counted separately. Retest sample data are not included.*

RELATED LINKS

[Adult Use Application Licensee, and Entity Search](#)

[Adult Use Compliance Data](#)

[Adult Use Opt-in Communities](#)

[Adult Use Retail Sales Data](#)

Analyte Category	Matrix	Total Fails	Total Samples	Fail Rate
Pesticides	Usable Cannabis	0	1,282	0.00%
Pesticides	Concentrates	9	864	1.04%
Pesticides	Total All Matrices	9	2,146	0.42%
Residual Solvents	Concentrates	12	856	1.40%
Residual Solvents	Infused Products	0	9	0.00%
Residual Solvents	Total All Matrices	12	865	1.39%
Total Yeast & Mold	Usable Cannabis	180	2,110	8.53%
Total Yeast & Mold	Concentrates	0	1,089	0.00%
Total Yeast & Mold	Infused Products	0	853	0.00%
Total Yeast & Mold	Total All Matrices	180	4,052	4.44%
Harmful Microbes	Usable Cannabis	73	2,110	3.46%
Harmful Microbes	Concentrates	2	1,089	0.18%
Harmful Microbes	Infused Products	2	853	0.23%
Harmful Microbes	Total All Matrices	77	4,052	1.90%
Metals	Usable Cannabis	3	1,290	0.23%
Metals	Concentrates	0	856	0.00%
Metals	Infused Products	0	232	0.00%
Metals	Total All Matrices	3	2,378	0.13%
Filth & Foreign Material	Usable Cannabis	1	2,129	0.05%
Filth & Foreign Material	Concentrates	1	1,096	0.09%
Filth & Foreign Material	Infused Products	0	853	0.00%
Filth & Foreign Material	Total All Matrices	2	4,078	0.05%

Analyte Category	Matrix	Total Fails	Total Samples	Fail Rate
Water Activity	Usable Cannabis	1	1,338	0.07%
Water Activity	Infused Products	0	744	0.00%
Water Activity	Total All Matrices	1	2,082	0.05%
Potency	Infused Products	21	853	2.46%
Homogeneity	Concentrates	0	1,101	0.00%
Homogeneity	Infused Products	5	853	0.59%
Homogeneity	Total All Matrices	5	1,954	0.26%
Mycotoxins	Usable Cannabis	0	2	0.00%
Mycotoxins	Concentrates	0	42	0.00%
Mycotoxins	Total All Matrices	0	44	0.00%

Information on the toxicity and health impacts of various cannabis contaminants can be found [here \(https://www.maine.gov/dafs/ocp/sites/maine.gov/dafs.ocp/files/inline-files/Toxicity%20and%20Health%20Impacts%20of%20Cannabis%20Contaminants.pdf\)](https://www.maine.gov/dafs/ocp/sites/maine.gov/dafs.ocp/files/inline-files/Toxicity%20and%20Health%20Impacts%20of%20Cannabis%20Contaminants.pdf).

For some analyte categories, specifically metals and pesticides, remediation is not permitted but licensees may submit two samples for retesting if an initial sample fails mandatory testing. For other analyte categories, such as yeast, mold, microbials, or residual solvents, remediation is permitted. Additional information regarding mandatory testing, remediation, and retesting, as well as the licensing, certification, and compliance requirements applicable to cannabis testing facilities can be found in the rules governing the Adult Use Cannabis Program.

Pursuant to the CLA and the Rules, testing data is received from all certified testing facilities in the adult use program and includes results from all batches of usable cannabis, concentrate, and infused products. Once received by OCP, the testing data are uploaded into an internal database, summarized and presented here for public information.

Credit

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Fax: (207) 287-2671

10.D



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
FROM: Pam Salokangas, Parks and Recreation Director
DATE: April 29, 2025
RE: Fee Schedule & Reservation Policy

The City of Belfast Parks and Recreation Department is presenting the following Fee Schedule & Reservation Policy updates for the Regular Agenda

2025 Fee Schedule & Reservation Policy

On page 28 of the 2025 Fee Schedule & Reservation Policy (approved most recently on 4/1/25), the fees for Donor Benches are posted. We requested updated pricing for these Donor Benches earlier in the year, but the manufacturer and reseller did not yet have the updates for those purchases.

We recently received those updates after checking-in with the reseller the week of April 14. Belfast Parks and Recreation is requesting approval to update the fee schedule from the estimated rates based on 2024 costs to the verified costs per the information below:

Current info.

DuMor 6' 165-60PLC Cast Bench with cedar recycled plastic slats, black powder coating, a 2" x 10" plaque slat, and S/H.	DuMor 8' 165-80PLC Cast Bench with cedar recycled plastic slats, black powder coating, a 2" x 10" plaque slat, and S/H.
<p>\$2,251 Purchase Price (current market rate, 11/2024)</p> <p>The Department will always provide a quote to purchase in advance to capture current market rates before completing the sale.</p>	<p>\$2,900 Purchase Price (current market rate, 7/2024)</p> <p>The Department will always provide a quote to purchase in advance to capture current market rates before completing the sale.</p>
<p>\$250 Maintenance / Repairs</p>	<p>\$250 Maintenance / Repairs</p>
<p>\$2,501 Total</p>	<p>\$3,150 Total</p>





CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

Memo to Manager Herbig

April 29, 2025

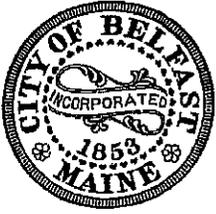
Page 2

New info.

DuMor 6' 165-60PLC Cast Bench with cedar recycled plastic slats, black powder coating, a 2" x 10" plaque slat, and S/H.	DuMor 8' 165-80PLC Cast Bench with cedar recycled plastic slats, black powder coating, a 2" x 10" plaque slat, and S/H.
<p>\$2,671 Purchase Price (current market rate, 4/2025)</p> <p>The Department will always provide a quote to purchase in advance to capture current market rates before completing the sale. Lead time is 8-12 weeks.</p>	<p>\$2,806 Purchase Price (current market rate, 4/2025)</p> <p>The Department will always provide a quote to purchase in advance to capture current market rates before completing the sale. Lead time is 8-12 weeks.</p>
<p>\$250 Maintenance / Repairs</p>	<p>\$250 Maintenance / Repairs</p>
<p>\$2,921 Total</p>	<p>\$3,056 Total</p>



10.E



CITY OF BELFAST

City Hall
131 Church Street
Belfast, Maine 04915

Thomas Kittredge
Economic Development Director

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

From: Thomas Kittredge, Economic Development Director

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

For: Belfast City Council Meeting of May 6th, 2025

Regarding: Request by the Economic Development Director to have the City Council authorize the development and issuance of a Request for Qualification Statements for Engineering and Design Services for the future Congress and Salmond Street Improvement Project.

The City of Belfast has been planning to undertake a comprehensive street improvement project for a section of Congress Street and for the entirety of Salmond Street, and to secure the necessary funds to undertake that project. The City had already secured a total of \$1,990,000 in funding, in the form of a \$1,000,000 Northern Border Regional Commission Catalyst Program Award and a \$990,000 Community Development Block Grant Public Infrastructure Program Grant. In July of 2024, the City applied for \$1,721,669 in funds from the Maine Department of Transportation (MDOT) Bicycle and Pedestrian Funding Program, to be matched with \$432,000 in City funds (to be derived from the 115 Congress Street Affordable Housing Development and Tax Increment Financing District), in order to meet the project's estimated total cost of \$4,143,669.

In March of 2025, the City learned that while it had not been awarded the requested construction funds from MDOT, MDOT did start an account for this project, which it seeded with \$54,000 (matched with \$6,000 in City funds), to be used to pay for MDOT's review of project designs and to conduct necessary environmental reviews for the project. MDOT also indicated that the City's application scored very high despite not being awarded construction funds during this cycle, that the \$60,000 in initial funding should be viewed as strong agency support of the ultimate project, and that the City will not be required to submit a new application for the construction funds (at the appropriate time).

City personnel held a conference call with MDOT personnel on April 8th, 2025 to discuss the next steps for this project and how to get to a point where MDOT will provide the necessary funds to construction the project; MDOT advised the City that it should now look to get underway with the hiring of an engineering firm to design the project and to conduct the right-of-way assessment for the project.

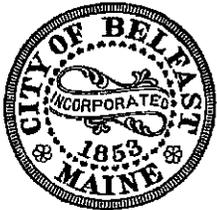
City personnel have also spoken with the Maine Office of Community Development and is aware that it is permitted to utilize its previously awarded \$990,000 Community Development Block Grant Public Infrastructure Program Grant to pay for the engineering firm's costs (as long as proper procurement/selection processes are followed).

At this time, City personnel are requesting authorization to develop and issue a Request for Qualification Statements, that would meet all relevant procurement requirements pertaining to each of the funding sources that will be involved in this project, in order to select an qualified engineering firm who will design this project, conduct the right-of-way assessment, generate updated cost estimates, participate in public outreach/feedback activities, manage construction bidding and negotiation, perform contact administration, and provide resident project representative services. A working group would be formed to review the submitted qualification statements and a recommendation to contract with a particular firm would be brought to the City Council at a future meeting.

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

- 1) Authorize the development and issuance of a Request for Qualification Statements for Engineering and Design Services for the future Congress and Salmond Street Improvement Project.

10.F



CITY OF BELFAST

City Hall
131 Church Street
Belfast, Maine 04915

Thomas Kittredge
Economic Development Director

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

From: Thomas Kittredge, Economic Development Director

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

For: Belfast City Council Meeting of May 6th, 2025

Regarding: Request by the Economic Development Director to have the City Council authorize a Declaration of Official Intent Relating to the Issuance of General Obligation Bonds and Bond Anticipation Notes.

The City of Belfast undertook a comprehensive street improvement project for the entirety of Wight Street (this project also included a sewer line extension for a short section of Congress Street adjacent to Wight Street), which has now been substantially if not fully completed. While the City is still awaiting some final invoices related to the project to be received and paid, the total final cost for this project is currently anticipated/estimated to be \$2,555,327.00. The City of Belfast had previously secured outside grant funding for this project totaling \$1,662,000.00, leaving the City's remainder of project costs in the amount of \$893,327.00.

In 2019, the City established an affordable housing and development tax increment financing (AHTIF) district, the *Wight Street Affordable Housing Development and Tax Increment Financing District*, to capture new tax revenues generated by the recently constructed affordable senior rental housing developments located at 75 and 80 Wight Street. 50% of these revenues are being returned to the developers of these housing developments via credit enhancement agreements, while the City is retaining the remaining 50% of these revenues, which can be used to pay for costs of infrastructure improvements directly related to or made necessary by the Wight Street Affordable Housing Development and Tax Increment Financing District. Revenues have been accruing to this district since the 2020 tax year, and the revenues that have been retained for City use currently total \$161,439.14. Subtracting these retained revenues (\$161,439.14) from the City's share of project costs (\$893,327.00) yields a gap of \$731,887.86.

The City is permitted to repay itself from its share of revenues from the Wight Street Affordable Housing Development and Tax Increment Financing District, as they are generated during future years. (Unfortunately, as the project is considered to be located outside of the Wight Street Affordable Housing Development and Tax Increment Financing District, the City is not allowed to use AHTIF revenues to pay for financing costs, such as interest.) Currently (in tax year 2025), \$49,647.29 was generated as the City's share of AHTIF revenues; at this rate/amount, the City will be able to repay itself the \$731,887.86 it expended in approximately 15 years. However, the City may wish to borrow funds (via a tax-exempt bond issue), in order to replenish its expended funds sooner than that.

U.S. Treasury Regulation 1-150.2 limits the City's ability to use the proceeds of a tax-exempt bond issue to reimburse itself for expenditures incurred prior to the issue date of the bond, unless certain procedures are followed. One way to preserve the City's ability to reimburse those expenditures is to adopt a declaration of official intent in which the City (1) describes the project for which the expenditures were made; (2) states the maximum amount of the bond the City expects to issue; and (3) states that it reasonably expects to reimburse itself for those expenditures from bond proceeds. A City Council resolve has been supplied for your consideration and adoption; adoption of this resolve would permit the City to use a future bond issue to reimburse itself for expenditures made in relation to the Wight Street Improvement Project over the preceding 60 days (approximately \$737,500). Once adopted, the City may continue reviewing available options and determine the appropriate

structure for any future bond issue; the City has up to 18 months after the original expenditure is paid (which would be September 2026) to make those decisions. *It should be noted that this declaration does not authorize the City's issuance of a bond (which requires a separate order) or obligate the City to issue a bond to pay these expenditures should the City Council decide it does not wish to do so.*

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

1) Authorize the Declaration of Official Intent Relating to the Issuance of General Obligation Bonds and Bond Anticipation Notes, for the amount of \$737,500, and approve the supplied City Council Resolve.

**CITY OF BELFAST, MAINE
DECLARATION OF OFFICIAL INTENT
RELATING TO THE ISSUANCE OF GENERAL OBLIGATION BONDS
AND BOND ANTICIPATION NOTES**

CITY COUNCIL RESOLVE

WHEREAS, the City of Belfast, Maine (the "City") has found it necessary to undertake public improvement projects, including the engineering, design, installation, repair, installation and construction of certain improvements to Congress Street and Wight Street and related facilities, including the installation and construction of City sewer and stormwater infrastructure therein and thereon, all in relation to the Wight Street Affordable Housing Development and Tax Increment Financing District (the "Project"); and

WHEREAS, the City Council reasonably expects to issue one or more general obligation bonds or notes in anticipation thereof to the Maine Municipal Bond Bank or other lender to reimburse certain original expenditures made in connection with the foregoing Project and to finance the remaining costs of the foregoing Project.

NOW, THEREFORE, be it resolved by the City Council as follows:

RESOLVED: That, pursuant to authority granted by the Charter of the City of Belfast and Title 30-A of the Maine Revised Statutes, as amended, the City may from time to time to issue and sell to an investment bank, a financial institution, the Maine Municipal Bond Bank, the United States of America or any other person or persons its general obligation bonds and notes in anticipation thereof for the purpose of financing all or a portion of the costs associated with the Project.

FURTHER

RESOLVED: That, for purposes of Treasury Regulation §1.150-2, the City reasonably expects (1) to incur debt to reimburse expenditures (including expenditures made within the last 60 days) temporarily advanced from funds currently held by the City, to pay all or a portion of the cost of the Project and (2) that the maximum principal amount of debt to be issued by the City for the Project, including for reimbursement purposes, is Seven Hundred Thirty-Seven Thousand Five Hundred Dollars (\$737,500.00).

READING & PASSAGE: May ____, 2025

Motion by Councilor _____, seconded by Councilor _____ to approve the Resolution.

VOTE: ____ in favor; ____ opposed; ____ abstaining and absent

Effective Date: May __, 2025

CITY OF BELFAST, MAINE

SEAL

Angie Crosby, Clerk

Date: May __, 2025

10.G

Date: 4-3-25

To: Mayor, City Council,
City Manager Erin Herbig

From: Kip Faulkner
Public Works Director

Re: Tree Removal

A citizens complaint of a tree at the corner of Spring and Court st.
The top of the tree is dead and they are worried that it could fall on
someone walking on the sidewalk.

Thanks,
Kip

Manda Cushman

From: Carol Herwig <carolherwig@me.com>
Sent: Sunday, April 6, 2025 6:49 PM
To: Manda Cushman
Cc: Ward1 Councilor; Erin Herbig
Subject: Re: Tree at corner of Spring and Court Street

Manda: I looked at the tree this afternoon, April 6, and this is what I found.

The tree is a silver maple, 29 inches in diameter at breast height (DBH) or 91 inches in circumference, making it a significant tree in the Belfast City Canopy. It is located at the southeast corner of Court Street at Spring Street.

I conducted a Level 1 tree risk assessment; this means a certified tree risk assessor (in this case me) did a "drive-by" or in my case, a walk-by assessment. I measured the DBH, inspected the trunk, the root flare and the canopy. spread and health.

I found no significant decay or damage to the main trunk, from the ground up to about 25 feet up; the root flare (base of the trunk at ground level) appears healthy; there is little or no bark loss, which would be a sign in silver maples of interior decay. It is spring and there is significant budding on the branches.

The original central leader was lost, presumably to high winds, several years ago and there is significant decay in that top stretch of leader that remains. Woodpeckers or sapsuckers have found a home there, and from the street, it appears at least part of the tree, from the top, is hollow. This is pretty typical of silver maples, which lose their leaders to storms because they have opposite branching and soft wood, as opposed to the hard wood of a red or sugar maple. However, this does not mean the tree is dead or dying or even at risk of failure.

The tree has been badly pruned on more than one occasion, and could use some corrective work.

The crown is surrounded by wires, mostly internet or phone, but the closest branches are mostly below the wires.

I would not recommend removal of this tree at this time. I would recommend pruning to address loading on the street side and poor cuts on the yard side. It should be put on a watch list, to be re-inspected in 2-3 years.

Carol Herwig
ISA-certified Tree Risk Assessor, MA-5010A
202-841-6559

On Apr 3, 2025, at 1:51 PM, Manda Cushman <managerassistant@cityofbelfast.org> wrote:

Hi Carol,

