

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

**City of Belfast
Council Chambers-Belfast City Hall
Tuesday, July 16, 2019**

Committee Interviews 6:00 p.m.

Regular Council Meeting 7:00 p.m.

Public Hearing #1

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on July 16, 2019 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall to hear an application by American Cruise Lines, Inc. d/b/a w/the following vessels – American Star, Independence and American Constitution docked at the Belfast Harbor Pier, Belfast, Maine for a renewal Malt, Spirituous and Vinous Public Service, Class I liquor license.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #2

Pursuant to Belfast Victualer License Ordinance a public hearing will be held on Tuesday, July 16, 2019 at 7:00 p.m. or as soon as possible thereafter, in the Council Chambers of Belfast City Hall on a new application for a Victualer’s License for David Carlson d/b/a 3 Tides located at 40 Marshall Wharf, Belfast, Maine.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #3

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on July 16, 2019 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall to hear an application by American Legion Post 43 (Frank D Hazeltine), located at 143 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club Class liquor license.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

Public Hearing #4

Pursuant to the Special Amusement Ordinance of the City of Belfast and the provision of Title 28-A Section 1054 MRSA a public hearing will be held in the Council Chambers of Belfast City

Hall on July 16, 2019 at 7:00 p.m. or as soon as possible thereafter on an application for a Special Amusement Permit by American Legion Post 43 (Frank D Hazeltine), for live entertainment, music, vocals – Karaoke, DJ and dancing located at 143 Church Street, Belfast, Maine interior/exterior.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

Regular Council Meeting No. 2

1) Call to order

2) Present: Councilors Mary Mortier, Neal Harkness, Eric Sanders, Michael Hurley and Paul Dean; City Manager Joseph Slocum and Admin. Assistant to the City Manager Manda Cushman.

Absent: Mayor Samantha Paradis

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager, Joseph Slocum, requested to amend the Consent Agenda to add, Request by Corey Chase d/b/a Darby's Restaurant to rope off the sidewalk in front of the restaurant to provide additional outside seating during the Annual Belfast Street Party on August 5th.

Councilor Hurley requested to move item **9) F** Request to approve a NEW Lunch Wagon License permit application by Sadie Samuels d/b/a Must Be Nice Lobster Company located at 7 Front Street, Belfast, Maine, license to expire on December 31, 2019, from the Consent Agenda to item **10) A#1** on the Regular Agenda to offer an opportunity to the new business in town to talk about where they will be and what they will be offering.

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

5) Acceptance of the minutes

Special City Council Meeting and Council Work Session of June 20, 2019, Regular Council Meeting of July 2, 2019 and Special City Council Meeting of July 8, 2019.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the minutes from Special City Council Meeting and Council Work Session of June 20, 2019, Regular Council Meeting of July 2, 2019 and Special City Council Meeting of July 8, 2019. This was approved, 5-0.

6) A. Open to the public

1. Jon Beal of Belfast discussed concerns with adding a new stop sign on the Miller Street hill and requested Council consider appointing members to the Climate Change Committee as soon as possible.

B. Organization and Department Reports

- Betty Johnson of Lincolnville provided an update on Belfast Creative Coalition and Aging Well in Waldo County.
- Steve Ryan, Executive Director of the Belfast Area Chamber of Commerce, provided an organization update.
- Norm Poirier, Parks & Recreation Director, provided an update on upcoming events.
- Wayne Marshall, Director of Code & Planning updated the Council and public regarding upcoming Planning Board meetings on Nordic Aquafarm's Permit Applications.
- Ned Lightner, Director of Video Services, informed the public regarding where they can watch the site visit of the proposed Nordic Aquafarms project.

7) Communications

City Manager, Joseph Slocum, provided an update on the Transfer Station, noting that the City is looking for temporary help if anyone is interested please contact the City Manager's Office.

Councilor Hurley thanked City Planner for service to the City, wishing her well on her next endeavor and provided an update on the Belfast Street Party.

Councilor Dean noted a need for volunteers for the Belfast Street Party.

Councilor Mortier reminded the public of the Annual Our Town Belfast Auction tomorrow night.

Councilor Harkness informed the public of the upcoming talk at the Library regarding the 50th Anniversary of Woodstock.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an application by American Cruise Lines, Inc. d/b/a w/the following vessels – American Star, Independence and American Constitution docked at the Belfast Harbor Pier, Belfast, Maine for a renewal Malt, Spirituous and Vinous Public Service, Class I liquor license.
- B. Request to approve a new application for a Victualer’s License for David Carlson d/b/a 3 Tides located at 40 Marshall Wharf, Belfast, Maine.
- C. Request to approve an application by American Legion Post 43 (Frank D Hazeltine), located at 143 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club Class liquor license.
- D. Request to approve an application for a Special Amusement Permit by American Legion Post 43 (Frank D Hazeltine), for live entertainment, music, vocals – Karaoke, DJ and dancing located at 143 Church Street, Belfast, Maine interior/exterior.
- E. Request to approve an off premises catering permit for Trillium Events, INC for the annual Out Town Belfast Auction located at 7 Front Street, Belfast, Maine on July 17, 2019 from 6:00 p.m. to 9:00 p.m.
- F. Request to approve a Facility Use application by Experimental Aircraft Association for use of the Belfast Airport for the annual Belfast Airport Open House and Fly-In on Saturday, September 14, 2019 from 7:30 a.m. to 3:00 p.m.
- G. Request by Corey Chase d/b/a Darby’s Restaurant to rope off the sidewalk in front of the restaurant to provide additional outside seating during the Annual Belfast Street Party on August 5th.

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

10) Business

A) #1 Request to approve a NEW Lunch Wagon License permit application by Sadie Samuels d/b/a Must Be Nice Lobster Company located at 7 Front Street, Belfast, Maine, license to expire on December 31, 2019.

Sadie Samuels owner of Must Be Nice Lobster Company introduced herself to the Council and public.

A) Highlights of the proposed 2019-2020 City Budget.

City Manager, Joseph Slocum, briefly reviewed the proposed budget and process, thanking all involved and requested Council consider adding \$12,000 for a Parks and Recreation Department shed.

B) Public Hearing on the proposed 2019-2020 City Budget.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

C) Discussion and possible vote on the proposed 2019-2020 City Budget.

Councilors discussed budget and thanked all those involved in the six month process to get it where it is today, noting their concerns with how to continue to keep the budget where it's at in future years.

Councilor Sanders, seconded by Councilor Mortier, made a motion to accept the 2019-2020 City Budget, as presented. This motion was approved, 5-0.

D) Further discussion with Paul Naron on the City's request for a permanent easement across his Front Street properties.

City Manager, Joseph Slocum, reviewed the proposals.

Councilors discussed concerns with Mr. Naron's attorney, Joe Baiugno, regarding moving forward without a permanent easement for the walkway.

Councilors unanimously discussed seeking further legal advice from their City attorney regarding requesting a permanent easement, no action was taken.

E) Public Hearing on a proposal to commence a Code enforcement action seeking to demolish derelict structures on property located at 3 Baker Road and for the City to place a lien on the property to recover the cost associated with the demolition.

Code Enforcement Officer, Bub Fournier, provided the Council with one written comment and requested that following the public hearing the Council take action as recommended.

Councilor Harkness asked for proponents and opponents and hearing none declared the hearing closed.

F) Discussion and possible action on a proposal to commence a code enforcement action seeking to demolish derelict structures on property located at 3 Baker Road and for the City to place a lien on the property to recover the cost associated with the demolition.

Councilors briefly discussed the request and concerns with the structures safety.

Councilor Hurley, seconded by Councilor Sanders, made a motion to accept the request from the Code Enforcement Officer to demolish derelict structures on property located at 3 Baker Road and for the City to place a lien on the property to recover the cost associated with the demolition. This motion was approved, 5-0.

G) Discussion and possible action on the shore stabilization project for Belfast City Park.

Director of Code and Planning, Wayne Marshall, reviewed the bids requesting the Council accept all bids and award the bid to the lowest bidder.

Councilor Mortier, seconded by Councilor Sanders, made a motion to accept the 7 bids for the shore stabilization project for Belfast City Park. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Dean, made a motion to award the lowest bidder to Tripp Brothers Construction for a bid amount of \$87,948 for the shore stabilization project for Belfast City Park. This motion was approved, 5-0.

H) Discussion and possible action to close the City Planning Office for certain amount of time every week due to a staff shortage.

Director of Code and Planning, Wayne Marshall, explained the request, noting that the request is not permanent.

Councilors discussed length of time for the request, discussing reviewing the request after three months.

Councilor Harkness, seconded by Councilor Hurley, made a motion to accept the request for the City Planning and Code Office to regularly close the office to the public one day a week, with the day of week being decided by the Department and for the request to be brought back before the Council in three months for further consideration. This motion was approved, 5-0.

I) Request to appoint Jeremy Bell as a Belfast Police Officer.

Deputy Police Chief, Gerry Lincoln, introduced Jeremy Bell to the public, requesting Council appoint Mr. Bell as a full time officer for the Belfast Police Department.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the request from Deputy Police Chief to appoint Jeremy Bell as a full time Belfast Police Officer. This motion was approved, 5-0.

J) Request from the City Manager for a Council Order to clean up previously approved Capital Project funding sources.

City Manager, Joseph Slocum, explained the request, noting all changes have been previously approved by the Council.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the request to clean up previously approved Capital Project Funding sources with a City approved Council Order, as presented. This motion was approved, 5-0.

K) First Reading on proposed City Ordinance changes for the City parking lot on Bridge Street.

City Manager, Joseph Slocum, reviewed the proposed ordinance.

Councilors discussed the proposals and provided recommended changes.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the First Reading on proposed City Ordinance amendments for the City parking lot on Bridge Street, with the Public Hearing and Second Reading scheduled for August 6th. This motion was approved, 5-0.

L) Update on Public access to the water off Highview Terrace.

City Manager, Joseph Slocum, provided an update on how the City is working to improve public access.

M) Request from the City Manager to go into Executive Session to discuss a Real Estate matter pursuant to 1 MRSA 405 (6) C.

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 MRSA 405 (6) C at 10:37 p.m. This motion was approved, 5-0.

Councilor Sanders, seconded by Councilor Mortier, made a motion to adjourn Executive Session on a Real Estate matter pursuant to 1 MRSA 405 (6) C at 11:07 p.m. This motion was approved, 5-0.

N) Signing of Council Orders and housekeeping items.

Council Order #1 Signed by Councilor Harkness, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2,500 to pay for computer equipment and to replace an old printer/copier in the Belfast Police Department. Funding is to come from Police Forfeiture Account 730-672. (Approved July 2, 2019)

Council Order #2 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to adjust City funds to correctly conclude prior Council approvals for Capital Projects as follows:

- Create a Capital Reserve Account to resurface the City Park Pool and move \$15,000 from the existing Parks Capital Reserve to partially fund this work.
- Create a Breakwater Maintenance Capital Project and move \$10,000 from the John ENK Trust to pay for that project.
- Move \$8,710 from Energy Savings Reserve to Capital Project 730-841 Fire Department Solar Buyout.
- Move \$11,073.61 from Capital Project 730-732 to Capital Project 720-875 City Facilities Fiber Internet.
- Move \$21,222.51 from Land Purchase Reserves to Capital Project Account 720-876 Shore Stabilizations.
- Move \$20,000 from Capital Project 730-639 to Capital Project 730-862 Broadband Study.
- Move \$25,000 from the Cemetery Trust to a new Capital Project for the Doak Road Cemetery Fence.

(Approved July 16, 2019)

Council Order #3 Signed by Councilor Sanders, Ordered That:

**Fiscal Year 2019-2020
Appropriation Resolve**

XXXXXXXXXXXXXXXXXXXX BE IT

**RESOLVED by the City Council of
the City of Belfast, Maine the following appropriations are
to be made to
defray the expense of the City of Belfast for the fiscal year beginning
July 1, 2019.**

	Unit Subtotals	Unit Totals
<u>Administration</u>		
City Manager's Office	\$278,716	
Finance Department	\$149,784	
Assessing Department	\$143,742	
City Clerk's Department	\$200,047	
City Building Maintenance	\$158,320	
Elections and Registrations	\$15,050	
Employee Benefits	\$1,644,900	
Boathouse	\$11,850	
Total		\$2,602,409

Protection

Fire Department	\$258,353	
Police Department	\$1,327,186	
Street Lights	\$59,450	
Hydrant Rental	\$424,464	
Cable Television	\$45,836	
Municipal Insurance	\$317,781	
Ambulance Department	\$655,807	
Animal Control	\$8,362	
School Crossing Guards	\$18,743	
Total		\$3,115,982

**Fiscal Year 2019-2020
Appropriation Resolve**

	Unit Subtotals	Unit Totals
EMA Director		\$2,000
STATE AGENTS		\$67,496
<u>Public Works</u>		
Public Works Department	\$1,245,254	
Sidewalk Improvement/Maintenance	\$50,000	
Transfer/Recycling Center	\$369,075	
Road Construction	\$435,000	
Tree Program	\$17,000	
Total		\$2,116,329
<u>Social Services</u>		
General Assistance	\$60,000	
GA Director and Expenses	\$40,472	
Misc. Social Services	\$173,668	
Total		\$274,140
Economic Development		\$38,581
<u>Parks and Recreation</u>		\$300,503
<u>Library</u>		\$455,172
<u>Cemeteries</u>		\$134,472
<u>Airport</u>		\$25,200
<u>Misc. Promotional</u>		\$33,875
<u>Harbor</u>		\$163,038

Planning & Zoning

Planning and Community Development	\$259,466	
Engineering/Professional Services	\$0	
Mid-Coast Regional Planning	\$1,200	
Zoning Board of Appeals	\$500	
Total		\$261,166

Misc. Unclassified

MMA	\$7,812	
Dues		
Capital Projects	\$330,561	
Debt Service	\$473,136	
Reserve	\$100	

Total		\$811,609
Total Proposed Gross City Budget		\$10,401,972

**Fiscal Year 2019-2020
Appropriation Resolve**

Less Estimated Revenues -\$5,076,260

Total City Property Tax **\$5,325,712**

Total Proposed Wastewater Treatment Plant Budget \$1,043,543

Less Sewer User Fees -\$1,043,543

Total City Property Tax **\$0**

BE IT FURTHER RESOLVED you have the option to pay the entire amount by September 30, 2019 or you may pay in two installments; the first payment by September 30, 2019 and the second payment by March 1, 2020. Interest shall be charged on the first installment at an annual rate of 9% from October 1, 2019. Interest will be charged on the second installment at an annual rate of 9% from March 2, 2020. Payments received by mail shall be post marked no later than September 30, 2019 & March 1, 2020. In addition 9% interest per annum shall be charged on all unpaid sewer user fees when not paid by the due date.

(Approved July 16, 2019)

11) Open to the Public

No comments.

12) Communications

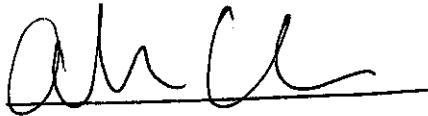
Councilor Hurley requested an update from the Economic Development Director regarding Belfast Yards study.

13) Adjourn

Councilor Sanders, seconded by Councilor Dean, made a motion to adjourn the meeting at 11:07 p.m. This motion was approved, 5-0.

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

ATTEST



AMANDA CUSHMAN, BELFAST MAINE