

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, February 4, 2020
7:00 p.m.**

Regular Council Meeting No. 15

1) Call to order

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

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager, Joseph Slocum, noted that under item **8**, Mandy Marriner-Everett withdrew her application for the Zoning Board of Appeals.

Mayor Sanders requested to add item **10) M #1** Request to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A.

Councilor Harkness requested to remove item **10) H** Update from the Belfast Creative Coalition.

Councilor Hurley requested to move item **10) J** Request from the Director of Parks and Recreation, Norm Poirier, to approve the complete 2020 Belfast race series with dates and locations, to item **10) A #1**.

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

5) Acceptance of the minutes

Special Council Meeting and Work Session of January 14, 2020, Regular Council Meeting of January 21, 2020 and Special Council Meeting of January 22, 2020.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from Special Council Meeting and Work Session of January 14, 2020. This was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from Regular Council Meeting of January 21, 2020. This was approved, 5-0.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the minutes from Special Council Meeting of January 22, 2020. This was approved, 5-0.

6) A. Open to the public

1. Kaleagh Van Der Swaagh, owner of Midcoast Records in Belfast, urged the community to stay civil as March 3rd approaches.
2. Joanne Boynton of Belfast discussed concerns with proposed height amendments for the Washington Street area.
3. Kathy Young, Coastal Mountain Land Trust, discussed upcoming race series.
4. John Stead of Belfast informed the Council and public of an upcoming meeting, Thursday, February 6th at 6:00 p.m. at Front Street Pub those who have interest in GIS/mapping.

B. Organization and Department Reports

- Update from the Director of Code and Planning on the commercial solar field application, which is scheduled for Planning Board review at their February 12th meeting.
- Status update on the Planning Boards review of the Nordic Aquafarms project from the Director of Code and Planning.

7) Communications

Councilor Bonneville discussed recent department tours.

Councilor Dean provided an update on Keeping Belfast ME Beautiful event.

City Manager, Joseph Slocum, reminded the public that the second installment of taxes are due on March 3rd.

Councilor Mortier reminded the public that the City Manager is retiring on March 6th.

Councilor Harkness requested that the City website be updated as soon as possible to provided information to the public regarding the Presidential Primary on March 3rd.

Councilor Hurley thanked those who facilitate the Winter Whoopla event and discussed looking into areas of concern where sidewalks for pedestrians.

8) Old Business and Council Committee Reports

Councilor Hurley provided a brief Energy Committee update.

Councilors discussed the City Clerks request to interview committee applicants.

Councilor Hurley, seconded by Councilor Harkness, made a motion to appoint Charity Leschinski to the Broadband Committee. This motion was approved, 5-0.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an application by Khristopher Hogg d/b/a Perennial Cider Bar & Farm Kitchen located at 84 Main Street, Belfast, Maine for a renewal Vinous only Restaurant Class I-IV liquor license (interior only).
- B. Request to approve an application by Meanwhile LLC d/b/a Meanwhile In Belfast located at 2 Cross St., Belfast, Maine for a renewal Spirituous, Vinous and Malt Restaurant Class I-IV liquor license (interior/exterior).
- C. Request to approve an off premises catering permit for Rollie's Bar & Grill for the Winter Whoopla Bonfire & Ice Bar event located at 47 Main Street, Belfast on February 1, 2020 from 4:00 p.m. to 10:00 p.m.
- D. Request to approve a Facility Use application by Waldo County for use of the City Park Pavilion on Wednesday, July 22, 2020 from 10:30 a.m. to 3:30 p.m. for their Annual Employee Appreciation Day.

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

10) Business

A) #1 Request from the Director of Parks and Recreation, Norm Poirier, to approve the complete 2020 Belfast race series with dates and locations.

Director of Parks and Recreation, Norm Poirier,

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the request from the Director of Parks and Recreation, Norm Poirier, to approve the complete 2020 Belfast race series, as presented. This motion was approved, 5-0.

A) Presentation by the Director of Code and Planning, Wayne Marshall, on a proposal to amend our Zoning Ordinance to increase the height limitations for the Washington Street area.

Director of Code and Planning, Wayne Marshall, reviewed the proposal to amend height limitations for Washington Street area and answered Council questions.

B) Public Hearing on proposed amendments to the City's Zoning Ordinance that would increase the height limitations for the Washington Street area.

Mayor Sanders asked for proponents and opponents and hearing none declared the hearing closed.

C) Request from the Director of Code and Planning, Wayne Marshall for the Council to vote to accept the proposed amendments to the City's Zoning Ordinance that would increase the height limitations for the Washington Street area as a First Reading and to schedule a Second Reading on the proposal along with a Public Hearing for February 18th, 2020.

Councilors discussed the proposed amendment and possible future construction noting that at this time the only thing the Council is considering is the proposal to amend the height limitations for the Washington Street area and that there is still an opportunity for more community input at the next meeting during the Public Hearing and Second Reading on the proposal.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the First Reading on proposed amendments to the City's Zoning Ordinance that would increase the height limitations for the Washington Street area and to schedule the Public Hearing and Second Reading for February 18, 2020 as presented. This motion was approved, 5-0.

D) Request from the VFW for financial contribution to help defray the cost of replacing American flags on the street poles throughout the City Belfast.

City Manager, Joseph Slocum, briefly explained the request, recommending that funding come from Undesignated Fund Balance.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to contribute up to \$500 to the VFW to help defray the cost of replacing American flags on the street poles throughout the City of Belfast with funding to come from Undesignated Fund Balance. This motion was approved, 5-0.

E) Discussion and consideration of changes to winter parking rules in Washington, Cross and Beaver Street parking lots.

City Manager, Joseph Slocum, explained the proposal to update the winter parking lot rules and reviewed the draft signage.

Councilor Hurley discussed concerns regarding amount of spaces available on odd versus even nights.

Councilor Bonneville suggested having Councilor Hurley, City Manager Joseph Slocum and Public Works Director Bob Richards meet to work out the details and bring back their recommendations to the Council. Council unanimously agreed.

F) Request to approve a plan for disbursement of reimbursement funds for training from the Brunswick Police Department.

Police Chief, Gerry Lincoln, reviewed his request and recommended how to disperse the funds throughout multiple budget lines for the Police Department.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to approve a plan for disbursement of reimbursement funds for training from the Brunswick Police Department, as presented and recommended by Police Chief Gerry Lincoln. This motion was approved, 5-0.

G) Request to pay a stipend for a Transfer Station employee who held some additional responsibility during the illness of the former Transfer Station Manager.

City Manager, Joseph Slocum, explained the request to provide a \$1/hr. stipend for 21 weeks for the third employee who also took on additional responsibilities while the Transfer Station Manager was ill.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the request from the City Manager to pay a stipend for a third Transfer Station employee who held some additional responsibility during the illness of the former Transfer Station Manager, as presented. This motion was approved, 5-0.

H) Update from the Belfast Creative Coalition.

Item removed.

I) Request the Director of Code and Planning, Wayne Marshall, to accept and award the bids for the shore stabilization project on the east side of the Armistice bridge.

Director of Code and Planning, Wayne Marshall, briefly reviewed the bids and recommended awarding the bid to the lowest bidder, Chesterfield for \$27,750.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bids for the shore stabilization project on the east side of the Armistice bridge. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to award the bid to the lowest bidder, Chesterfield, for the shore stabilization project on the east side of the Armistice bridge. This motion was approved, 5-0.

J) Request from the Director of Parks and Recreation, Norm Poirier, to approve the complete 2020 Belfast race series with dates and locations.

Item moved to **10) A #1.**

K) Request for guidance from the City's Information Technology Working Group regarding whether the City should consider hiring a year round in-house IT employee rather than an outside consulting firm.

Economic Development Director, Thomas Kittredge; Assessor, Brent Martin; City Clerk, Amy Flood and Office Assistant, Nora McGrath explained the request and answered Council questions.

Councilors requested more information to be presented to the Council at their first Council Meeting in March.

L) Request from the Economic Development Director for funding to help promote the 2020 Regional Job Fair.

Economic Development Director, Thomas Kittredge, reviewed the request.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to accept the request from the Economic Development Director for funding of \$500 to help promote the 2020 Regional Job Fair with funding to come from the Undesignated Fund Balance. This motion was approved, 5-0.

M) Request from City Manager to go into Executive Session to discuss an Economic Development matter pursuant to 1MRSA 405 (6) C.

Councilor Harkness, seconded by Councilor Dean, made a motion to go into Executive Session on an Economic Development matter pursuant to 1 MRSA 405 (6) C at 9:45 p.m. This motion was approved, 4-0 (Councilor Hurley stepped out of the room).

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn Executive Session on an Economic Development matter pursuant to 1 MRSA 405 (6) C at 10:20 p.m. This motion was approved, 5-0.

M) #1 Request to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to go into Executive Session on a Personnel matter pursuant to 1 MRSA 405 (6) A at 10:20 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn Executive Session on a Personnel matter pursuant to 1 MRSA 405 (6) A at 10:45 p.m. This motion was approved, 5-0.

N) Signing of Council Orders and housekeeping items.

Council Order #49 Signed by Councilor Hurley, Ordered That:

**AMENDMENTS TO BELFAST CODE OF ORDINANCES
CHAPTER 102, ZONING
AMENDMENTS REGARDING SOLAR ENERGY SYSTEMS**

Editor's Note: All language proposed to be added to the Ordinance is shown in black underlined font. All language in the current Ordinances that is proposed to be deleted is shown in ~~black strike-through font~~. All language shown only in black font is existing language in the Ordinance. Text **identified in Green Font** is additional information to the public to help explain a provision in the proposed Ordinance amendments. Text identified in **Green Font** is not part of the final Ordinance amendments that would be adopted by the City. The Ordinance amendment only identifies language in Chapter 102, Zoning, that is proposed to be amended. (See attached text of adopted amendments).

First Reading: December 17, 2019

Second Reading: January 7, 2020

Council Order #50 Signed by Councilor Hurley, Ordered That:

**AMENDMENTS TO BELFAST CODE OF ORDINANCES
CHAPTER 66, GENERAL PROVISIONS (DEFINITIONS)
AMENDMENTS REGARDING SOLAR ENERGY SYSTEMS**

Editor's Note: All language proposed to be added to the Ordinance is shown in black underlined font. Text shown in ~~black strike-through font~~ is proposed to be deleted from the Ordinance. All language shown simply in black font is existing language in the Ordinance. The Ordinance amendment only identifies language in Chapter 66, General Provisions, that is proposed to be amended. (See attached text of adopted amendments).

First Reading: December 17, 2019

Second Reading: January 7, 2020

Council Order #51 Signed by Councilor Hurley, Ordered That:

**AMENDMENTS TO BELFAST CODE OF ORDINANCES
CHAPTER 82, SHORELAND
AMENDMENTS REGARDING SOLAR ENERGY SYSTEMS**

Editor's Note: All language proposed to be added to the Ordinance is shown in black underlined font. All language shown simply in black font is existing language in the Ordinance. All language in the current Ordinances that is proposed to be deleted is shown in ~~black strike-through font~~. Text **identified in Green Font** is additional information to the public to help

explain a provision in the Ordinance. Text identified in **Green Font** is not part of the final Ordinance amendments that would be adopted by the City. The Ordinance amendment only identifies language in Chapter 82, Shoreland, that is proposed to be amended. (See attached text of adopted amendments).

First Reading: December 17, 2019

Second Reading: January 7, 2020

Council Order #52 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$5000 in matching funds for a grant through the Maine Bicentennial Commission for the installation of murals throughout Belfast. Funding is to come from Undesignated Fund Balance. (Approved January 21, 2020)

Council Order #53 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to move \$900 from the HM Payson Cemetery Trust Fund to the expense account #630-504 to pay for seasonal flower arrangements for Grove Cemetery for FY 19-20. (Approved January 21, 2020)

11) Open to the Public

No public comments.

12) Communications

Councilor Hurley requested information regarding the Intown Design Review Committee.

Director of Code and Planning, Wayne Marshall, responded to Councilor Hurley's questions regarding the Intown Design Review Committee.

City Manager, Joseph Slocum, discussed needing to hold a Special Council Meeting with the Council in the near future regarding a personnel matter.

13) Adjourn

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the meeting at 10:45 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