

\*These are "Action Only" minutes. Video of comments may be found on recorded discs at City Hall or at [www.cityofbelfast.org](http://www.cityofbelfast.org).\*

**City of Belfast  
Council Chambers-Belfast City Hall  
Tuesday, May 5, 2020  
7:00 p.m.**

**All City Council Meetings will be conducted online using Zoom and can be streamed on the City website at [www.cityofbelfast.org](http://www.cityofbelfast.org). They will air live on BEL TV as well as on Belfast Community Radio WBFY 100.9.**

**Public Hearing #1**

Pursuant to Belfast Victualer License ordinance a public hearing will held on May 5th 2020 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall on the following applications for a Victualer License renewal, due to expire May 31, 2021.

Donald Benson	d/b/a	All Play, LLC
American Legion Post #43		
B&F Footlong, LLC	d/b/a	Subway
Carlos Laurel	d/b/a	Bay Wrap, Inc.
Douglas Johnson	d/b/a	Belfast Co-op
Douglas Coffin	d/b/a	Belfast Curling Club
Ronald Benjamin	d/b/a	Belfast Variety
CN Brown Company	d/b/a	Big Apple
Michael Bowen	d/b/a	Bowen's Tavern LLC
Joseph Benjamin	d/b/a	Belfast Variety Rt 52
Penelle Chase	d/b/a	Chase's Daily
Zai Yong Zhu	d/b/a	China One
David Crabiel	d/b/a	Chocolate Drop Candy Shop
Mac's Convenient Stores LLC	d/b/a	Circle K 470 7011
Mac's Convenient Stores LLC	d/b/a	Circle K 470 7104
Therese Bagnardi	d/b/a	Colonial Theatre
Jennifer Whitson	d/b/a	Crumbs Provisions
Anthony Jacovino	d/b/a	Delvino's
Hannaford Bros. Co., LLC	d/b/a	Hannaford Supermarket & Pharmacy
Napoli PSC Series LLC	d/b/a	McDonald's Restaurant
Allesandro Scelsi	d/b/a	Meanwhile in Belfast
Lafayette Belfast LLC	d/b/a	Fireside Inn Oceans Edge Restaurant
Nutjarin Sukkasemsri	d/b/a	Rice & Noodle Thai Restaurant
Rosamond Peters	d/b/a	Nautilus Seafood and Grill LLC
Douglas Frost	d/b/a	Tarratine Tribe #13 IORM

Michael Casby	d/b/a	Trillium Events/Trillium Caterers
Raymelle Moody-Guthrie	d/b/a	The Moody Dog
Sally Jaskold	d/b/a	The Only Doughnut LLC
Keith Pooler President	d/b/a	Waldo County Shrine Club
Denise Fuller	d/b/a	Wasses Hot Dogs
Ryan Cowan	d/b/a	Wild Cow Creamery
Raymond Young	d/b/a	Young’s Lobster Pound
Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Nathaniel Clifford	d/b/a	Alden House Inn
Kelly Matthews	d/b/a	The Nightfall Inn

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

**Public Hearing #2**

Pursuant to Belfast Bed & Breakfast License Ordinance a public hearing will be held on May 5th 2020 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers at Belfast City Hall on the following applications for a B&B Class 1 or 2 licenses to expire May 31, 2021.

Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Nathaniel Clifford III	d/b/a	Alden House Inn
Kelly Matthews	d/b/a	The Nightfall Inn

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

**Regular Council Meeting No. 21**

**1) Call to order**

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

**3) Pledge of Allegiance**

**4) Adoption of the agenda**

City Manager, Erin Herbig requested the following amendments:

- **Remove item 10) K** Request to approve the Lease Agreement between the City of Belfast and French & Webb, INC for property located on Front Street within the City’s Heritage Park property and to approve the Revocable License by and between the City of Belfast and French & Webb, Inc.
- **Add item 10) L #1** First Reading of a 2020 General Obligation Bond and Bond Anticipation Note not to exceed \$2,500,000 for Wastewater Energy Improvements.
- **Add item 10) O #1** Request to go into an Executive Session on a Real Estate matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) C.

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

#### **5) Acceptance of the minutes**

Regular Council Meeting of April 21, 2020.

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

#### **6) A. Open to the public**

No public comments submitted.

#### **B. Organization and Department Reports**

Mayor Sanders read an update from the Belfast Area Chamber of Commerce.

#### **7) Communications**

Councilor Hurley informed the public of the newly placed “Our Heroes Work Here” signs throughout town and thanked all those who donated.

Councilor Dean noted public hearing for business licenses is a positive sign.

Councilor Harkness discussed loss of some business in downtown.

Mayor Sanders provided an update on the Belfast Keep the Faith Fund and requested Council considers extending the program for a second month, he also discussed the VFW providing meal kits for veterans.

Councilor Hurley discussed the Belfast Has Pride Parade/event and will look into having a car parade instead; he also discussed how Keeping Belfast Maine Beautiful is adjusting their event this year.

Councilor Harkness noted that he will reach out to organizers of the Belfast Has Pride event.

## 8) Old Business and Council Committee Reports

No comments.

## 9) Permits, Petitions and Licenses - Consent Agenda

A. Request to approve the following applications for a Victualer License renewal, due to expire May 31, 2021.

Donald Benson	d/b/a	All Play, LLC
American Legion Post #43		
B&F Footlong, LLC	d/b/a	Subway
Carlos Laurel	d/b/a	Bay Wrap, Inc.
Douglas Johnson	d/b/a	Belfast Co-op
Douglas Coffin	d/b/a	Belfast Curling Club
Ronald Benjamin	d/b/a	Belfast Variety
CN Brown Company	d/b/a	Big Apple
Michael Bowen	d/b/a	Bowen's Tavern LLC
Joseph Benjamin	d/b/a	Belfast Variety Rt 52
Penelle Chase	d/b/a	Chase's Daily
Zai Yong Zhu	d/b/a	China One
David Crabiel	d/b/a	Chocolate Drop Candy Shop
Mac's Convenient Stores LLC	d/b/a	Circle K 470 7011
Mac's Convenient Stores LLC	d/b/a	Circle K 470 7104
Therese Bagnardi	d/b/a	Colonial Theatre
Jennifer Whitson	d/b/a	Crumbs Provisions
Anthony Jacovino	d/b/a	Delvino's
Hannaford Bros. Co., LLC	d/b/a	Hannaford Supermarket & Pharmacy
Napoli PSC Series LLC	d/b/a	McDonald's Restaurant
Allesandro Scelsi	d/b/a	Meanwhile in Belfast
Lafayette Belfast LLC	d/b/a	Fireside Inn Oceans Edge Restaurant
Nutjarin Sukkasemsri	d/b/a	Rice & Noodle Thai Restaurant
Rosamond Peters	d/b/a	Nautilus Seafood and Grill LLC

Douglas Frost	d/b/a	Tarratine Tribe #13 IORM
Michael Casby	d/b/a	Trillium Events/Trillium Caterers
Raymelle Moody-Guthrie	d/b/a	The Moody Dog
Sally Jaskold	d/b/a	The Only Doughnut LLC
Keith Pooler President	d/b/a	Waldo County Shrine Club
Denise Fuller	d/b/a	Wasses Hot Dogs
Ryan Cowan	d/b/a	Wild Cow Creamery
Raymond Young	d/b/a	Young’s Lobster Pound
Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Nathaniel Clifford	d/b/a	Alden House Inn
Kelly Matthews	d/b/a	The Nightfall Inn

**B.** Request to approve the following applications for a B&B Class 1 or 2 licenses to expire May 31, 2021.

Cathy Heffentrager	d/b/a	The Jeweled Turret Inn
Nathaniel Clifford III	d/b/a	Alden House Inn
Kelly Matthews	d/b/a	The Nightfall Inn

**C.** Request to approve an application by Anthony Jacovino and Christina Delsanto d/b/a Delvino’s Grill and Pasta House located at 52 Main Street, Belfast, Maine for a renewal Restaurant (Class I, II, III, IV) Spirituous, Vinous and Malt liquor license.

**D.** Request to approve an application by Rosamond Peters d/b/a Nautilus Seafood and Grill located at 3 Main Street, Belfast, Maine for a renewal Restaurant (Class I, II, III, IV) Spirituous, Vinous and Malt liquor license.

**E.** Request to approve an application by The Otis Group Incorporated d/b/a Rollie’s Bar and Grill located at 37 Main Street, Belfast, Maine for a renewal Class A Restaurant/Lounge (ClassXI) Spirituous, Vinous and Malt liquor license.

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

**10) Business**

**A)** Request to approve City response to the coronavirus (COVID-19) updated May 6, 2020.

Mayor Sanders briefly reviewed changes and noted that the entire letter will be on the City’s website and Facebook page.

Councilor Hurley discussed need to reevaluate the public restrooms as the economy starts to reopen.

**B) Discussion on adopting a policy for public comments during City Council Meetings conducted via ZOOM.**

Councilors discussed support of option b as presented by the City Manager with the inclusion that it is made clear to the public that when submitting comments they include their name, town of residence and that they submit their comments by noon the day of the meeting to allow time for Council review before the start of the meeting.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept option b presented by the City Manager with the inclusion that we make it clear to the public that when submitting comments they include their name, town of residence and that they submit their comments by noon the day of the meeting to allow time for Council review before the start of the meeting. This motion was approved, 5-0.

**C) Request for authorization for the City Manager to accept the reconveyance of Lot #6 and sale of Lots #2 and #3 of the Belfast Business Park to Tidewater, Inc.**

Economic Development Director, Thomas Kittredge, reviewed the proposal.

Councilors thanked staff for their time working this out with Tidewater, Inc.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request for authorization for the City Manager to accept the reconveyance of Lot #6 and sale of Lots #2 and #3 of the Belfast Business Park to Tidewater, Inc. This motion was approved, 5-0.

**D) Request for authorization for the City Manager to sell Lot #6 and #7 of the Belfast Business Park to Alan Gibson (GO Logic, LLC).**

Economic Development Director, Thomas Kittredge, briefly reviewed the request, noting that it is for the sale of Lot #6 and #7.

Councilors discussed positive business growth.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to accept the request for authorization for the City Manager to sell Lot #6 and #7 of the Belfast Business Park to Alan Gibson (GO Logic, LLC) and to sign any related or necessary documents. This motion was approved, 5-0.

**E)** Request from the Economic Development Director, Thomas Kittredge, to submit a CDBG Economic Development Program Grant on behalf of Moonbat LLC dba Three Tides and Marshall Wharf Brewing Company.

Economic Development Director, Thomas Kittredge, explained the request.

Councilors unanimously expressed their support for this request.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to submit a CDBG Economic Development Program Grant on behalf of Moonbat LLC dba Three Tides and Marshall Wharf Brewing Company and to authorize the City Manager to sign any related or necessary documents. This motion was approved, 5-0.

**F)** Request from the Economic Development Director, Thomas Kittredge, to submit a CDBG Public Service Program Grant on Behalf of the Starrett Children’s Center.

Economic Development Director, Thomas Kittredge, explained the request.

Councilor Hurley provided history of the Starrett Children’s Center in Belfast.

Councilor Hurley, seconded by Councilor Moriter, made a motion to accept the request to submit a CDBG Public Service Program Grant on Behalf of the Starrett Children’s Center and to authorize the City Manager to sign any related or necessary documents. This motion was approved, 5-0.

**G)** Request from the Economic Development Director, Thomas Kittredge, to authorize the use of \$19,200.00 in Broadband Planning funds and to enter into a contract with Mission Broadband to perform high-level broadband engineering.

Economic Development Director, Thomas Kittredge, explained the request.

Councilor Mortier who sits on the Broadband Committee reviewed the request in more detail.

Councilor Hurley discussed concerns.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to authorize the use of \$19,200.00 in Broadband Planning funds and to enter into a contract with Mission

Broadband to perform high-level broadband engineering with funding to come from the Broadband Study Capital Project account 730-862. This motion was approved, 5-0.

**H)** Discussion and possible action on the construction of the Harbor Walk through the Paul Naron properties and possibly Steamboat Landing Park.

Director of Code & Planning, Wayne Marshall, reviewed the three options and funding sources, noting that he is looking for Council direction on how to proceed.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the request to authorize City staff to proceed with 1-2 engineering and lighting of the Harbor Walk totaling \$110,000.00 with funding to come from the Downtown Waterfront Account. This motion was approved, 4-1 (Councilor Dean opposed).

**I)** Request from the City Manager to move \$1,400.00 from the City Manager's Equipment Capital Reserve to the operating budget Office Equipment account to purchase a new computer system for the City Manager.

No Council discussion.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the request to move \$1,400.00 from the City Manager's Equipment Capital Reserve to the operating budget Office Equipment account to purchase a new computer system for the City Manager. This motion was approved, 5-0.

**J)** Discussion on directing the City Manager and City staff to work with Our Town Belfast regarding how the City can assist downtown merchants with creative options for expanding their business as the State begins to gradually restart the economy.

Councilor Bonneville and Councilor Hurley discussed the weekly Zoom meetings with Our Town Belfast and downtown merchants and looking for City guidance and support in coming up with ideas that could help their businesses during this time.

Councilors unanimously agreed to authorize the City Manager and City staff to work with Our Town Belfast regarding how the City can assist downtown merchants with creative options for expanding their business as the State begins to gradually restart the economy and to bring back a proposal for consideration at the May 19<sup>th</sup> Council Meeting.



**K)** Request to approve the Lease Agreement between the City of Belfast and French & Webb, INC for property located on Front Street within the City's Heritage Park property and to approve the Revocable License by and between the City of Belfast and French & Webb, Inc.

Item removed.

**L)** Request from the Maine Department of Transportation for the City of Belfast to issue a permit for the MDOT contractor for transporting construction equipment (backhoes, bulldozers, ect.) that exceed legal weight limits over our municipal roads.

City Manager, Erin Herbig, noted that the Public Works Director has no concerns regarding the request.

Councilor Hurley, seconded by Councilor Bonneville, made a motion to accept the request from the Maine Department of Transportation for the City of Belfast to issue a permit for the MDOT contractor for transporting construction equipment (backhoes, bulldozers, ect.) that exceed legal weight limits over our municipal roads. This motion was approved, 5-0.

**L) #1** First Reading of a 2020 General Obligation Bond and Bond Anticipation Note not to exceed \$2,500,000 for Wastewater Energy Improvements.

City Manager, Erin Herbig, reviewed the request noting that the Public Hearing and Second Reading will be on the May 19, 2020 Council Meeting.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the First Reading of a 2020 General Obligation Bond and Bond Anticipation Note not to exceed \$2,500,000 for Wastewater Energy Improvements and to schedule the Public Hearing and Second Reading for the Regular Council Meeting of May 19, 2020. This motion was approved, 5-0.

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

Councilor Bonneville, seconded by Councilor Mortier, made a motion to go into Executive Session on a Personnel matter pursuant to 1 MRSA 405 (6) A at 10:06 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 10:56 p.m. This motion was approved, 5-0.

**N)** 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 Mortier, made a motion to go into Executive Session on a Personnel matter pursuant to 1 MRSA 405 (6) A at 10:56 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn Executive Session on a Personnel matter pursuant to 1 MRSA 405 (6) A at 11:19 p.m. This motion was approved, 5-0.

**O)** Request to go into Executive Session on a Union Negotiation matter pursuant to 1 M.R.S.A 405 (6) D.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to go into Executive Session on a Union Negotiation matter pursuant to 1 MRSA 405 (6) D at 11:20 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Hurley, made a motion to adjourn Executive Session on a Union Negotiation matter pursuant to 1 MRSA 405 (6) A at 11:52 p.m. This motion was approved, 5-0.

**O) #1** Request to go into an Executive Session on a Real Estate matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Mortier, seconded by Councilor Hurley, made a motion to go into Executive Session on a Real Estate matter with the City Attorney pursuant to 1 MRSA 405 (6) C at 11:53 p.m. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Dean, made a motion to adjourn Executive Session on a Real Estate matter with the City Attorney pursuant to 1 MRSA 405 (6) C at 12:26 a.m. This motion was approved, 5-0.

**P) Signing of Council Orders and housekeeping items.**

**Council Order #74** Signed by Councilor Bonneville, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$19,200.00 to enter into a contract with Mission Broadband to perform high-level broadband engineering for the City of Belfast. Funds are to come from the Broadband Study Capital Project Account 730-862.  
(Approved May 5, 2020)

**Council Order #75** Signed by Councilor Bonneville, Ordered That:

The City Manager and the City Treasurer are authorized move \$1,400.00 from the City Manager's Equipment Capital Reserve to the operating budget Office Equipment account to purchase a new computer system for the City Manager. (Approved May 5, 2020)

**Council Order #76** Signed by Councilor Bonneville, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$19,200.00 to enter into a contract with Mission Broadband to perform high-level broadband engineering for the City of Belfast. Funds are to come from the Broadband Study Capital Project Account 730-862.  
(Approved May 5, 2020)

## **11) Open to the Public**

No public comments.

## **12) Communications**

Councilor Mortier informed the public that budget meetings are starting on Friday, May 8<sup>th</sup>.

Councilor Hurley discussed the newly installed cigarette butt containers, concerns that the traffic light is still periodically going out and needs to be addressed for safety reasons, and requested that the Council have a meeting next Tuesday evening.

Councilors discussed weekly Tuesday meetings noting that they would think about it.

Mayor Sanders asked Councilor Dean if he would be interviewed by Ned Lightner for the Somewhere in Waldo County show.

**13) Adjourn**

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the meeting at 12:26 a.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