

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, June 2, 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. They will air live on BEL TV as well as on Belfast Community Radio WBFY 100.9.

Public Hearing #1

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 June 2, 2020 at 7:00 p.m. or as soon as possible thereafter on an application for a renewal Special Amusement Permit for the Belfast Curling Club for live music, vocals-Karaoke, DJ and dancing at 211 Belmont Avenue, Belfast, Maine, interior/exterior.

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

Regular Council Meeting No. 23

- 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 to amend the agenda as follows:

- Add item **10) B #1** Request from the Fire Chief, Jim Richards, to appoint Carrie Jodrie as a full-time Paramedic/Firefighter for the Belfast Fire/Ambulance Department.
- Add item **9) J** Request to approve an application for a parade permit request submitted by the Captain Albert Stevens School (CASS) for a CASS End of Year Celebration on June 5, 2020 starting at 10:00 a.m. down access road to CASS.

- Add item **10) E #1** Discussion on creating a City Policy for Browntail Moth infestation in Belfast.
- Add item **10) E #2** Discussion on refunding of building permit fees to businesses who have needed a permit to adjust their operations due to COVID-19.

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

5) Acceptance of the minutes

Regular Council Meeting of May 19, 2020.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to accept the minutes from Regular Council Meeting of May 19, 2020. This was approved, 5-0.

6) A. Open to the public

Members of the public who wish to submit announcements, questions or comment for the City Council can email public@cityofbelfast.org or mail to City of Belfast, 131 Church Street, Belfast, ME 04915. We ask that you include your name and residence as comments will be included as part of the public record, and that all comments be sent prior to the date and time of the meeting, with a deadline of noon the day of the meeting. Please see the City website for how best to observe remotely for all other meetings.

No public comments submitted.

B. Organization and Department Reports

Police Chief Gerry Lincoln discussed with Councilors the recent protest against racism that occurred in Belfast.

7) Communications

Councilors reminded the public as more businesses open to please remember to wear your mask.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a renewal Special Amusement Permit for the Belfast Curling Club for live music, vocals-Karaoke, DJ and dancing at 211 Belmont Avenue, Belfast, Maine, interior/exterior.
- B. Request to approve an application by Donald L. Benson d/b/a All-Play LLC located at 49 Searsport Avenue, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III & IV) liquor license, interior only.
- C. Request to approve an application by Jennifer Whitson d/b/a Crumbs Provisions located at 3 Spring Street, Belfast, Maine for a renewal Malt & Vinous Restaurant (Class I, II, III & IV liquor license, interior/exterior.
- D. Request to approve a renewal 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, 2020.
- E. Request to approve a renewal application by the Belfast Curling Club located at 211 Belmont Ave., Belfast Maine for a Spirituous, Vinous and Malt license.
- F. Request to approve an application by Chase's Daily located at 96 Main Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class I, II, III, IV) liquor license, interior only.
- G. Request to approve a Facility Use request by the Belfast Area High School to conduct the 2020 Belfast Area High School Recognition Ceremony (11:00 am) and Graduation Ceremony (7:30pm) at the Belfast Municipal Airport on June 13, 2020 conducted via drive-in format.
- H. Request to approve an application for a parade permit request submitted by the Belfast United Methodist Church for a farewell drive-by on June 21, 2020 starting at 1:00 p.m. at 23 Mill Lane (Church roundabout and parking lot).
- I. Request to approve an application for a parade permit request submitted by the Belfast United Methodist Church for a farewell drive-by wave on June 25, 2020 starting at 5:00 p.m. along Rt. 3 by Crocker Rd (cars to be parked by the side of the road).
- J. Request to approve an application for a parade permit request submitted by the Captain Albert Stevens School (CASS) for a CASS End of Year Celebration on June 5, 2020 starting at 10:00 a.m. down access road to CASS.

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

10) Business

A) Request to approve City response to the coronavirus (COVID-19) updated June 1, 2020.

Mayor Sanders provided a review of some of the proposed changes at various City Facilities.

Councilors inquired about the webinar feature and requested that only one Open to the Public section be done during these meetings rather than the two that were done when meetings were conducted live at City Hall.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the City response to the coronavirus (COVID-19) updated June 1, 2020. This motion was approved, 5-0.

B) Request from the Fire Chief, Jim Richards, to purchase a 2006 Mini Pumper Truck to replace a 1988 GMC Pick-up Brush Truck.

Fire Chief, Jim Richards, explained the request and answered Council questions.

Councilor Bonneville, seconded by Councilor Dean, made a motion to accept the request to purchase a 2006 Mini Pumper Truck for \$66,495.00 from Fenton Fire Equipment with funding to come from the Fire Department Capital Reserve Account. This motion was approved, 5-0.

B) #1 Request from the Fire Chief, Jim Richards, to appoint Carrie Jodrie as a full-time Paramedic/Firefighter for the Belfast Fire/Ambulance Department.

Fire Chief, Jim Richards, reviewed his recommendation to appoint Carrie Jodrie.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to appoint Carrie Jodrie as a full-time Paramedic/Firefighter for the Belfast Fire/Ambulance Department. This motion was approved, 5-0.

C) Request from the Public Works Director, Bob Richards, to appoint Robert Hills as a full-time Truck Driver/Laborer for the Belfast Public Works Department.

Public Works Director, Bob Richards, reviewed his recommendation to appoint Robert Hills.

Councilor Mortier, seconded by Councilor Hurley, made a motion to accept the appoint Robert Hills as a full-time Truck Driver/Laborer for the Belfast Public Works Department. This motion was approved, 5-0.

Public Works Director, Bob Richards, provided the Council with an update on the installation of a sidewalk to the new Soup Kitchen building and the new trees planted throughout Belfast as part of the Project Canopy Grant.

D) Request from City Assessor, Brent Martin, to utilize \$2,198.32 from the Assessing Equipment Capital Reserve Account.

City Manager, Erin Herbig, briefly explained the request.

Councilor Hurley, seconded by Councilor Dean, made a motion to accept the request to move \$1,579.32 from the Assessing Equipment Capital Reserve Account to the Planning and Code Capital Equipment Reserve Account for purchase of a new computer and to expend \$619.00 from the Assessing Equipment Capital Reserve Account to purchase additional computer equipment/software. This motion was approved, 5-0.

E) Request to accept the 2020 Project Canopy Assistance Grant.

Councilor Mortier and Hurley discussed the proposed grant and project in more detail.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the 2020 Project Canopy Assistance Grant for a Street Tree Inventory Project for \$6,000 with a 50/50 match from the City of Belfast. This motion was approved, 5-0.

E) #1 Discussion on creating a City Policy for Browntail Moth infestation in Belfast.

Councilor Hurley discussed the need to create a plan.

City Manager, Erin Herbig, discussed possible steps the City could take to try to remove nests in the late winter and early spring, noting the need for additional funding if that is a route the Council would like to take.

Councilors discussed the need to inform the public on how they can learn more about removal on their own property along with who to contact if they notice a nest on City property.

Councilor Mortier offered to do a video with Ned Lightner to demonstrate to the public how they can remove nests.

E) #2 Discussion on refunding of building permit fees to businesses who have needed a permit to adjust their operations due to COVID-19.

City Manager, Erin Herbig, provided an overview of the permits that have been requested since COVID-19 to install take-out windows.

Councilors discussed time frame and type of building permit.

Councilor Hurley, seconded by Councilor Harkness, made a motion to refund the 3 businesses that have received a building permit for a take-out window since March 17, 2020 and to charge no fee for permits requested to install a take-out window moving forward until June 30, 2020. This motion was approved, 5-0.

F) Request to go into an Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Harkness, seconded by Councilor Mortier, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 MRSA 405 (6) C at 9:54 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn Executive Session on a Real Estate matter pursuant to 1 MRSA 405 (6) C at 10:49 p.m. This motion was approved, 5-0.

G) Signing of Council Orders and housekeeping items.

Council Order #80 Signed by Councilor Bonneville, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$66,495.00 to purchase a 2006 Mini Pumper Truck from Fenton Fire Equipment. Funds are to come from the Fire Department Capital Reserve Account. (Approved June 2, 2020)

Council Order #81 Signed by Councilor Bonneville, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2,198.32 for a new computer and additional computer software, with \$1,579.32 to be transferred to the Code & Planning Equipment Capital Reserve Account for a new Lenovo computer and \$619.00 to be transferred to the Assessing operating budget to purchase additional computer software. Funds are to come from the Assessing Equipment Capital Reserve Account. (Approved June 2, 2020)

11) Open to the Public

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No public comments submitted.


12) Communications

Councilors thanked the Belfast Police Department.

13) Adjourn

Councilor Bonneville, seconded by Councilor Mortier, made a motion to adjourn the meeting at 10:49 p.m. This motion was approved, 5-0.

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