

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, December 15, 2020**

6:45 p.m. Committee Interviews
7:00 p.m. Regular Council Meeting

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.

Regular Council Meeting No. 12

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 to include item **10) J #1** Request from the Fire Chief to purchase two Stryker Ambulance Stretchers with extra charger and batteries for \$33,000.00.

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 December 1, 2020.

Councilor Dean, seconded by Councilor Bonneville, made a motion to accept the minutes from Regular Council Meeting of December 1, 2020. This was approved, 5-0.

6) A. Open to the public

No public comments.

B. Organization and Department Reports

No organization and department reports.

7) Communications

Councilor Hurley thanked the Planning Board and Code & Planning staff, thanked everyone who has made sacrifices during the pandemic and wished everyone a Mary Christmas, Happy Chanukah and Happy Holidays.

Councilor Dean wished everyone a happy holiday, reminded the public to check on their neighbors and informed the public of the Farmers to Families Food Boxes that are available from 9:00 a.m. to 1:00 p.m. at AthenaHealth.

Councilor Harkness informed the public that the UU Church will be opening a warming center starting December 19th.

City Manager Erin Herbig informed the public of the City Hall and Transfer Station holiday hours of operation.

Councilor Harkness noted that tomorrow WBFY Radio will be holding their 4th Anniversary celebration via Zoom.

8) Old Business and Council Committee Reports

- Consideration of committee appointments.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Ryan Otis to the RSU #71 School Board. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Hurley, made a motion to appoint Kathleen Dunckle to the Planning Board, and that the Council will determine what position she will hold on the board in January. This motion was approved, 4-0-1(Councilor Bonneville abstained).

- Update on the Belfast Poet Laureate from Belfast Poet Laureate Arielle Greenberg.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Cards) for Randall Collins & Auxiliary VFW Post 3108 located at 34 Field Street, Belfast, Maine. This approval is granted from January 1, 2021 through December 31, 2021.
- B. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Cribbage) for Frank D. Hazeltine American Legion Post 43 located at 134 Church Street, Belfast, Maine. This approval is granted from January 1, 2021 through December 31, 2021.
- C. Request to approve a twelve-month Blanket Letter of Approval for Game of Chance (Bingo) for Tarratine Tribe #13 I.O.R.M & AUX located at 153 Main Street, Belfast, Maine. This approval is granted from January 1, 2021 through December 31, 2021.

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

10) Business

A) Request from Randall Collins VFW Post 3108 to place a Chair of Honor on City property.

VFW Operations Manager Jim Roberts explained the request for the VFW Post 3108 to donate time and materials to install a flag pole, Chair of Honor and a cement monument explaining its significance on City property.

City Manager Erin Herbig recommended that if the Council approves the concept as presented, to authorize the City Manager and City staff to work with the VFW to find an appropriate location.

Councilors discussed their support for the request.

Councilor Hakrness, seconded by Councilor Mortier, made a motion to accept the request from Randall Collins VFW Post 3108 to place a Chair of Honor on City property, and to authorize the City Manager and City staff to work with the VFW to find an appropriate location. This motion was approved, 5-0.

B) Request from the Fire Chief to approve a one year Fire Contract with the Town of Swanville for FY21-22.

City Manager Erin Herbig reviewed the recommendation from Fire Chief Jim Richards to approve a one-year contract with the Town of Swanville that would include a 10% increase totaling \$26,227.73.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request from the Fire Chief to approve a one year Fire Contract with the Town of Swanville for FY 21-22, as presented. This motion was approved, 5-0.

C) Request from the Fire Chief to approve a one year Ambulance Contract with the towns of Swanville, Waldo, Morrill, Belmont and Northport for FY21-22.

City Manager Erin Herbig reviewed the recommendation from Fire Chief Jim Richards to approve one-year Ambulance Contracts that include a 5% increase, totaling the following:

- Swanville \$10,589.93
- Waldo \$6,017.09
- Morrill \$6,258.47
- Belmont \$6,258.47
- Northport \$17,329.13

Councilors discussed history and billing of ambulance.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request from the Fire Chief to approve a one year Ambulance Contracts with the Towns of Swanville, Waldo, Morrill, Belmont and Northport for FY 21-22, as presented. This motion was approved, 5-0.

D) Request from the Director of Code and Planning to work with the City Attorney to prosecute code violations at the former Bradbury Manor located at 74 High Street.

Director of Code and Planning Bub Fournier reviewed the process that has lead up to this point and requested that the Council authorize the City Attorney and Code and Planning staff to move forward with prosecution of the outstanding code violations including seeking fines and attorney's fees at District Court, additionally seeking a court order for the demolition of the building and requesting that the Council approve the City Attorney and Code and Planning staff to proceed with actions pursuant to the State of Maine Dangerous Building statue in an effort to move toward possible demolition of the building.

Councilors discussed their support of the request.

Councilor Dean, seconded by Councilor Harkness, made a motion to authorize the City Attorney and Code and Planning staff to move forward with prosecution of the outstanding code violations

including seeking fines and attorney's fees at District Court, additionally seeking a court order for the demolition of the building and requesting that the Council approve the City Attorney and Code and Planning staff to proceed with actions pursuant to the State of Maine Dangerous Building statute in an effort to move toward possible demolition of the building. This motion was approved, 5-0.

E) Update from the Belfast Area Chamber of Commerce and discussion on the creation of a Chamber Housing Workgroup.

Executive Director of the Belfast Area Chamber of Commerce Steve Ryan provided the Council with a review of what the Chamber has been up to in 2020 and the organizations plans for 2021, including the possibility of creating a Housing Workgroup.

Councilors provided feedback on the creation of a Chamber Housing Workgroup.

F) Request from the Harbor Master for approval of the 2021 Harbor Usage Fees.

Harbor Master Kathy Pickering reviewed recommendations for the 2021 Harbor Usage Fees answering Council questions.

Councilor Mortier recommended increasing Small Vessel Storage rates for Belfast residents from \$40.00 to \$50.00.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the 2021 Harbor Usage Fees as presented with the additional change of increasing Small Vessel Storage rates for Belfast residents from \$40 to \$50. This motion was approved, 5-0.

G) Request from the Transfer Station Manager for consideration of a proposal to sell stickers at local stores.

Transfer Station Manager Mike McFadden reviewed the proposal to have local stores sell Transfer Station stickers.

Councilors discussed this proposal and possible issues that may arise.

City Manager Erin Herbig recommended including selling stickers in the City Clerk's Office as well.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the trail proposal to sell Transfer Station stickers at local stores and the City Clerk’s Office, as presented. This motion was approved, 5-0.

H) Request from Parks and Recreation Director to approve a community sing-along in Belfast Common on New Year’s Eve Day.

Parks and Recreation Director Norm Poirier reviewed the proposed community sing-along event and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the community sing-along in Belfast on New Year’s Eve Day as presented. This motion was approved, 5-0.

I) Update on the Keep the Faith Fund.

City Manager Erin Herbig provided an update on the Keep the Faith Fund and requested the Council consider opening up the program for a third round of Small Business Grants and Grocery Vouchers on Wednesday, December 16th.

Councilors discussed the proposal and whether or not the application process needed any updates.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the request to open the Keep the Faith Fund Small Business Grants and Grocery Vouchers for a third round. This motion was approved, 5-0.

J) First Reading of a Proposed Ordinance Amendment to Article II Personnel Code, Section 42-44 Sick Leave, to include a Paid Time Off Policy.

City Manager Erin Herbig reviewed the request for a First Reading on proposed amendments to Article II Personal Code to include a Paid Time Off Policy, noting that if approved to hold the Public Hearing and Second Reading at the January 5th Council Meeting.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the First Reading of the proposed Ordinance Amendment to Article II Personnel Code, Section 42-44 Sick Leave to include a Paid Time Off Policy as presented and to schedule the Public Hearing and Second Reading for January 5, 2021. This motion was approved, 5-0.

J) #1 Request from the Fire Chief to purchase two Stryker Ambulance Stretchers with extra charger and batteries for \$33,000.00.

City Manager Erin Herbig reviewed the request on behalf of the Fire Chief to purchase the two stretchers totaling \$32, 815.42. She recommended that if the Council approves the request to authorize the City Treasurer to transfer up to \$33,000.00 from the Ambulance Capital Reserve Account, which has a balance of \$224, 154.00, to the Ambulance operating budget account # 270-504.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to purchase the two Stryker Ambulance stretchers with extra charger and batteries with funding of \$33,000.00 to be transferred from the Ambulance Capital Reserve Account to the Ambulance operating budget. This motion was approved, 5-0.

M) Signing of Council Orders and housekeeping items.

Council Order #39 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$33,000.00 from the Ambulance Capital Reserve Account to the Ambulance operating budget to purchase two Stryker Ambulance stretchers with extra charger and batteries. (Approved on December 15, 2020)

11) Communications

Councilor Dean reminded the public to take their time rather than speed, reminded the public that it is starting to get very cold outside and don't forget to pick up your food box on Friday at AthenaHealth.

Councilor Hurley thanked City staff, hospital workers and teachers for all they have done during COVID.

Councilor Mortier discussed changes to Christmas and New Year's celebrations.

Mayor Sanders thanked Council and City staff for all they have done over the past year.

Councilor Harkness noted that the Menorah Lighting celebration took place last week.

Councilor Bonneville wished everyone a Happy New Year.

12) Adjourn

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn the meeting at 10:25 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

A handwritten signature in black ink, appearing to read 'Amanda Cushman', written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE