

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, March 2, 2021
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.

Regular Council Meeting No. 17

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

Mayor Sanders requested to add item **10) O #1** Request to go into Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C.

Mayor Sanders also noted the typo on item **10) O**, which should read, Request to go into an Executive Session on a Personnel Matter pursuant to 1 M.R.S.A. 405 (6) A.

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

5) Acceptance of the minutes

Regular Council Meeting of February 16, 2021.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from Regular Council Meeting of February 16, 2021. This was approved, 5-0

6) A. Open to the public

City Manager Erin Herbig noted that Council received 1 email, prior to the start of the Council meeting to be included as part of the Open to the Public from Alana Rodriguez regarding anti-mask protesters in Belfast.

1. Zafra Whitcomb of Belfast suggested coming up with a way to still do pledge of allegiance during zoom meetings and requested a monthly report/update on broadband.

B. Organization and Department Reports

- City Manager Erin Herbig provided an update from City Manager's Office requesting 2 members of Council to serve on negotiation meetings with Unions, reminding the public that the Council Meetings will start at 6:30 pm for April, May and June and that the City is currently seeking a Communications Assistant.

Councilor Mortier recommended Mayor Sanders and herself to continue to serve as representatives at the union negotiation meetings, Council unanimously agreed.

7) Communications

Councilor Dean reminded the public that there is still time to take the Comp Plan Community Survey.

Councilor Hurley thanked all those involved in the Ice Festival.

Councilor Harkness thanked the Public Works Department for keeping City roads clear and safe.

8) Old Business and Council Committee Reports

Councilor Hurley provided a brief update on Kelly bridge, noting that representatives from Maine DOT will be at the next Council meeting to discuss this with Council on March 16th.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an off premises catering permit for Delvinos Grill & Pasta House for the Belfast Ice Festival event located outside at 48 Main Street, Belfast, ME on February 25th, 26th and 27th, 2021 from 12:00 p.m. to 11:00 p.m.

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

10) Business

A) Presentation on the proposed updated 2012 Comprehensive Plan.

Consultants Noel Musson and Sarah DelGizzo of the Musson Group provided a presentation on the process for having the 2012 Comprehensive Plan approved by the State.

B) Public Hearing on the proposed updated 2012 Comprehensive Plan.

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

C) Discussion and possible action on the proposed updated 2012 Comprehensive Plan.

Consultants Noel Musson and Sarah DelGizzo of the Musson Group answered Council questions and provided an update on the process for the current Comprehensive Plan update.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the proposed updated 2012 Comprehensive Plan as presented. This motion was approved, 5-0.

D) First Reading on proposed Ordinance amendments to Chapter 34 Miscellaneous Offenses, Article II Noise and Public Conduct, Section 34-31 Findings; purpose of article.

City Attorney Bill Kelly reviewed the proposed amendments to Chapter 34 Miscellaneous Offenses, Article II Noise and Public Conduct, Section 34-31 Findings; purpose of article and answered Council questions.

Councilors provided suggested amendments to be included in the Second Reading.

City Manager Erin Herbig recommended that the Public Hearing and Second Reading of proposed amendments take place at the Regular Council Meeting of March 16, 2021.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the First Reading on proposed Ordinance amendments to Chapter 34 Miscellaneous Offenses, Article II Noise and Public Conduct, Section 34-31 Findings; purpose of article, as presented with additional amendments made by the City Council, the Public Hearing and Second Reading is to be scheduled for March 16, 2021. This motion was approved, 5-0.

E) Presentation from Wastewater Superintendent on funding requests for the Combined Sewer Overflow (CSO) project and for the improved dechlorination building project.

Wastewater Superintendent, Annaleis Hafford reviewed the two proposed projects and discussed possible funding sources, answering Council questions and seeking Council support to move forward as presented.

Councilor Harkness, seconded by Councilor Mortier, made a motion to authorize the Wastewater Superintendent to seek funding options for the Combined Sewer Overflow project on Mayo Street and the dechlorination building project. This motion was approved, 5-0.

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

Chief of Police Gerry Lincoln reviewed the request for disbursement of reimbursement funds recommending that the funding be disbursed to the following invoices and budget lines:

MCOPA Evaluation of the Belfast Police Department	-	\$10,000.00
220-504 Supplies and Expenses (MCOPA Eval Recommendations)	-	\$10,000.00
220-537 Equipment Capital Reserve (Detective and K-9 Vehicles)	-	<u>\$20,600.00</u>
		\$40,600.00

City Manager Erin Herbig requested that the \$10,000.00 for the MCOPA Evaluation of the Belfast Police Department be placed into account 220-504 Supplies and Expenses.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the \$40,600.00 of reimbursement funds and to disburse it to the following invoices/budget lines, \$10,000.00 in account 220-504 Supplies and Expenses to be used for the MCOPA Evaluation of the Belfast Police Department.

\$10,000.00 in account 220-504 Supplies and Expenses and \$20,600.00 in account 220-537 Equipment Capital Reserve. This motion was approved, 5-0.

G) Update from the Parks & Recreation Director on Browntail Moths.

Parks and Recreation Director Norm Poirier and Licensed Arborist with Hawkes Tree Service Sadia Crosby reviewed the proposal and answered Council questions.

City Manager Erin Herbig recommended that if Council would like to move forward with the proposal that funds be allocated from Undesignated Fund Balance.

Councilor Mortier, seconded by Councilor Dean, made a motion to expend up to \$11,000.00 to hire Hawks Tree Service to address Browntail Moth areas of concern identified in their proposal dated February 12, 2021, with funding to come from the Undesignated Fund Balance. This motion was approved, 5-0.

H) Facility Use Request from the Belfast Garden Club for use of the Boathouse and Steamboat Landing Parking for the 2021 Plant Sale on June 5, 2021 from 10:00 am to 1:00 pm.

Parks and Recreation Director Norm Poirier reviewed the proposal and answered Council questions.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the Facility Use Request from the Belfast Garden Club for use of the Boathouse and Steamboat Landing Parking for the 2021 Plant Sale on June 5, 2021 from 10:00 am to 1:00 pm, as presented. This motion was approved, 5-0.

I) Request from the Fire Chief to enter into a 2021 Waldo County Fire Protection Mutual Aid Agreement.

City Manager Erin Herbig reviewed the request on behalf of the Fire Chief Jim Richards, noting that this is a five year agreement.

Councilor Mortier, seconded by Councilor Hurley, made a motion to enter into a 2021 Waldo County Fire Protection Mutual Aid Agreement. This motion was approved, 5-0.

J) Request from the Economic Development Director to have the City Council authorize the submission of a letter of intent to the Community Development Block Grant Housing Assistance Grant Program.

Economic Development Director Thomas Kittredge reviewed the request and answered Council questions.

Councilor Mortier, seconded by Councilor Hurley, made a motion to authorize the submission of a letter of intent to the Community Development Block Grant Housing Assistance Grant and to authorize the City Manager to sign any documents related and necessary to the submission of the letter of intent. This motion was approved, 5-0.

K) Request from the Economic Development Director to have the City Council authorize the submission of a letter of intent to the Community Development Block Grant Economic Development Grant Program.

Economic Development Director Thomas Kittredge reviewed the request and answered Council questions.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to authorize the submission of a letter of intent to the Community Development Block Grant Economic Development Grant Program and to authorize the City Manager to sign any documents related and necessary to the submission of the letter of intent. This motion was approved, 5-0.

L) New Facility Use Request by Stanley Chevrolet Buick for use of City property near the Armistice Bridge for the Floral Heart Project/COVID-19 Victim Memorial on March 1st –March 3rd, 2021.

No Council discussion.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the New Facility Use Request by Stanley Chevrolet Buick for use of City property near the Armistice Bridge for the

Floral Heart Project/COVID-19 Victim Memorial on March 1st –March 3rd, 2021. This motion was approved, 5-0.

M) Request from the City Manager and Our Town Belfast to extend Curbside Belfast from Monday, March 1st through Monday, May 24th, 2021.

City Manager Erin Herbig briefly reviewed the request to extend the Curbside Belfast program and discussed with Council the updated Curbside Belfast program which will start in late May.

Councilors discussed support for continuing this program and the importance of notifying businesses as soon as possible.

Councilor Hurley, seconded by Councilor Mortier, made a motion to extend Curbside Belfast from Monday, March 1st through Monday, May 24th, 2021. This motion was approved, 5-0.

N) Request from the City Treasurer to deposit funds received from CMP into the City's Energy Savings Capital Reserve Account.

City Manager Erin Herbig reviewed the request to accept \$23,102.12 and recommended that these funds be deposited into the City's Energy Savings Capital Reserve Account.

Councilor Bonneville, seconded by Councilor Hurley, made a motion to accept the \$23,102.12 from CMP and to authorize the City Manager and Treasurer to deposit these funds into the City's Energy Savings Capital Reserve Account. This motion was approved, 5-0.

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

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 9:33 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 11:05 p.m. This motion was approved, 5-0.

O) #1 Request to go into Executive Session on an Economic Development 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 an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 11:05 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn the Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 11:29 p.m. This motion was approved, 5-0.

P) Signing of Council Orders and housekeeping items.

Council Order # 51 Signed by Councilor Ordered That:

The City Manager and the City Treasurer are authorized to accept the \$40,600.00 of reimbursement funds from Old Town Police Department and to disburse it to the following invoices/budget lines: \$10,000.00 in account 220-504 Supplies and Expenses to be used for the MCOPA Evaluation of the Belfast Police Department, \$10,000.00 in account 220-504 Supplies and Expenses and \$20,600.00 in account 220-537 Equipment Capital Reserve. (Approved March 2, 2021)

Council Order #52 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to direct the Wastewater Superintendent to seek funding options for the Combined Sewer Overflow project on Mayo Street and the dechlorination building project. (Approved March 2, 2021)

Council Order #53 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to accept the \$23,102.12 from CMP and to deposit the funds into the City's Energy Savings Capital Reserve Account. (Approved March 2, 2021)

Council Order #54 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$11,000.00 to hire Hawks Tree Service to address Browntail Moth areas of concern identified in their proposal dated February 12, 2021. Funding is to come from the Undesignated Fund Balance. (Approved March 2, 2021)

11) Communications

Councilor Hurley noted the passing of Lloyd Wentworth and all that he did for the community.

12) Adjourn

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the meeting at 11:29 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