

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, May 4, 2021
6:30 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. 21

1) Call to order

2) Present: 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.

Absent: Mayor Eric Sanders (arrived at 10:10 pm)

3) Pledge of Allegiance

4) Adoption of the agenda

Councilor Neal Harkness requested to amend the agenda to include as item 10)V #1 Request to go into Executive Session on a Real Estate matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) C.

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

5) Acceptance of the minutes

Special Council Meeting of April 8, 2021, Special Council Meeting and Work Session of April 13, 2021, Regular Council Meeting of April 20, 2021 and Special Council Meeting of April 21, 2021.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the minutes from Special Council Meeting of April 8, 2021, Special Council Meeting and Work Session of April 13, 2021, Regular Council Meeting of April 20, 2021 and Special Council Meeting of April 21, 2021. This was approved, 5-0

6) A. Open to the public

City Manager Erin Herbig noted that Council received 1 email and 0 postal mail, prior to the start of the Council meeting to be included as part of the Open to the Public.

B. Organization and Department Reports

Transfer Station Manager Mike McFadden informed the public that the Transfer Station will begin accepting mixed paper again starting on Thursday, May 6th.

City Manager Erin Herbig reminded the public that Budget Hearings have started via Zoom, the schedule and how to view the meetings are posted to the City website and Facebook page.

7) Communications

Councilor Dean provided an update on the Comp Plan Survey.

Councilor Hurley provided an update the public on the Keeping Belfast Beautiful event taking place on Saturday.

Councilor Harkness discussed recent moved to Miller Street.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request to approve an application by Delvino LLC 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.
- B.** Request to approve an application by Crumbs Provisions, LLC 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).
- C.** Request to approve an application by Chase's Daily LLC d/b/a Chase's Daily located at 96 Main Street, Belfast, Maine for a renewal Malt and Vinous Restaurant (Class III, IV) liquor license, interior only.
- D.** Request to approve an application for a Special Amusement Permit for Chase's Daily for Live Music, DJ, Karaoke, all Live Entertainment, and dancing at 96 Main St., Belfast, Maine, interior only.

- 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 (Class XI) Spirituous, Vinous and Malt liquor license.
- F. Request to approve a renewal application for a Special Amusement Permit for The Otis Group Incorporated d/b/a Rollie's Bar and Grill for Live Music, DJ, Karaoke, all Live Entertainment, and dancing at 163 High Street, Belfast, Maine, interior only.
- G. Request to approve a Lunch Wagon License permit application by Douglas Hufnagel d/b/a Coffeeman located at 3 Main Street, Belfast, Maine, license to expire on December 31, 2021.

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

10) Business

A) Adoption of a Proclamation proclaiming June 2021 as "Belfast Breaks the Silence of Domestic Abuse Month".

Councilor Harkness read the draft Proclamation proclaiming June 2021 as "Belfast Breaks the Silence of Domestic Abuse Month".

Councilors discussed their support and personal experiences.

Patrisha McLean, Founder and President of Finding Our Voices, thanked Council for their support.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept the Proclamation proclaiming June 2021 as "Belfast Breaks the Silence of Domestic Abuse Month", as presented. This motion was approved, 5-0.

B) Consideration of a request from Finding Our Voice to display local creative expression around domestic abuse in the windows of City Hall.

Patrisha McLean, Founder and President of Finding Our Voices, reviewed her proposal to display local creative expression around domestic abuse in the windows of City Hall for the month of June.

Councilors inquired about time frame and amount of windows to be utilized.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the request from Finding Our Voice to display local creative expression around domestic abuse in the windows of City Hall. This motion was approved, 5-0.

C) Presentation from the Economic Development Director regarding an application to the Community Development Block Grant Housing Assistance Grant Program on behalf of Developers Collaborative.

Economic Development Director Thomas Kittredge gave a presentation regarding an application to the Community Development Block Grant Housing Assistance Grant Program on behalf of Developers Collaborative.

D) Public Hearing for the Community Development Block Grant Housing Assistance Grant Application.

Economic Development Director Thomas Kittredge read the following public hearing notice:

PUBLIC HEARING NOTICE

THE CITY OF BELFAST

The City of Belfast will hold a Public Hearing on Tuesday, May 4th, 2021, as part of its regularly scheduled City Council meeting, which begins at 6:30pm on that date, at Belfast City Hall, 131 Church Street, Belfast, Maine, to discuss an application being submitted to the State of Maine CDBG program for a Housing Assistance Grant. The purpose of the grant application is to provide funding to assist with non-construction costs for Developers Collaborative's affordable housing development at 115 Congress Street in Belfast.

Public comments will be solicited at this Hearing and will be submitted as part of the application. All persons wishing to make comments or ask questions about the grant application are invited to participate in this Public Hearing.

Persons wishing to participate in this Public Hearing will be able to by means of Zoom's webinar feature, accessed via a website link to the City Council Zoom meeting; this weblink can be found on the City of Belfast's website at www.cityofbelfast.org in its News Flash module, in advance of the meeting. When it is time for a person to have their opportunity to speak, the host will accept them into the meeting. There is no registration requirement in order to utilize Zoom's webinar feature. In addition, for those who may be experiencing technical difficulties, there will

be a phone number listed next to the website link that persons who wish to participate in the Public Hearing can call. Persons will be able to participate in this Public Hearing via audio only.

Comments may be submitted in writing to: Thomas Kittredge, Economic Development Director for the City of Belfast, Belfast City Hall, 131 Church Street, Belfast Maine, 04915; or via email to: economicdevelopment@cityofbelfast.org at any time prior to the Public Hearing. TDD/TTY users may call 711. If you are physically unable to access any of the City of Belfast's programs or services, please contact Thomas Kittredge at (207) 338-3370, extension 116, so that accommodations can be made.

Councilor Harkness asked for proponents and opponents.

Economic Development Director noted that he received the following 2 written comments as part of the public hearing:

1. Joel Lee of Belfast expressed support for the affordable housing project by Developer's Collaborative on Congress Street, noting that affordable housing is a desperate need in Belfast and we must encourage young people and young families to both remain, and become part of our community.
2. Vernon LeCount, former Belfast City Engineer, expressed support for the affordable housing project, noting that this issue is not just a Belfast issue but a rental problem for all three surrounding Counties. He encouraged Council to support development of this location with a very tall building with ocean views, providing a very high number of units to serve the desperate needs for housing for residents of Waldo, southern Penobscot and northern Knox County.

Councilor Harkness declared the hearing closed.

E) Discussion and possible action regarding an application to the Community Development Block Grant Housing Assistance Grant Program on behalf of Developers Collaborative.

Economic Development Director Thomas Kittredge answered Council questions regarding an application to the Community Development Block Grant Housing Assistance Grant Program on behalf of Developers Collaborative.

Councilors discussed their support due to the serious need for housing in Belfast and surrounding areas.

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

F) Request from the Economic Development Director Thomas Kittredge to hire Camoin to conduct a Community Revitalization Plan.

Economic Development Director Thomas Kittredge explained the request to hire Camoin to conduct a Community Revitalization Plan and answered Council questions.

Councilor Mortier inquired about staff time in relation to the completion of the Revitalization Plan.

Councilor Dean, seconded by Councilor Harkness, made a motion to authorize the City of Belfast to enter into the amended contract with Camoin Associates for them to undertake their proposed scope of work at their proposed cost of \$18,000.00 to be paid for by the Brownfields Assessment Grant; and authorize the City Manager to sign any documents related and necessary to the execution of this contract. This motion was approved, 5-0.

G) Request to hire Attorney Kristin Collins of Preti Flaherty as the new City Attorney beginning July 1, 2021.

City Manager Erin Herbig reviewed the request to hire Attorney Kristin Collins of Preti Flaherty as the new City Attorney beginning July 1, 2021.

Attorney Kristin Collins, Attorney Allaina Murphy and Attorney Stephen Langsdorf of Preti Flaherty thanked the Council for the opportunity to serve the City of Belfast.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the request to hire Attorney Kristin Collins of Preti Flaherty as the new City Attorney beginning July 1, 2021. This motion was approved, 5-0.

H) Request from the Chief of Police to confirm Michael Blakely as a full-time police officer for the Belfast Police Department.

Chief of Police Gerry Lincoln reviewed his recommendation to confirm Michael Blakely as a full-time police officer for the Belfast Police Department.

Michael Blakely thanked Council for the opportunity to serve the community of Belfast.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to confirm Michael Blakely as a full-time police officer for the Belfast Police Department. This motion was approved, 5-0.

I) Request from the City Clerk to close the City Clerk’s Office on Election Day.

City Clerk Amy Flood reviewed the request to close the City Clerk’s Office on Election Day and answered Council questions regarding the logistics of making it a smooth transition for the public.

Councilors discussed their support for the request.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to close the City Clerk’s Office on Election Day. This motion was approved, 5-0.

J) Update and approval of designs and locations for the “As Unique as Belfast” Crosswalk Project 2021.

Executive Director of Our Town Belfast Zach Schmesser reviewed the designs and locations and answered Council questions.

Councilor Hurley request to see all applications submitted.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept the designs and locations for the “As Unique as Belfast” Crosswalk Project 2021, as presented. This motion was approved, 5-0.

K) New Facility Use Request by Our Town Belfast for use of Steamboat Landing Park on Wednesday evenings in July and August for an Outdoor Movie Series event.

Parks & Recreation Director Norm Poirier and Executive Director of Our Town Belfast Zach Schmesser reviewed the request with Council and answered questions regarding the proposal.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the request New Facility Use Request by Our Town Belfast for use of Steamboat Landing Park on Wednesday evenings in July and August for an Outdoor Movie Series event. This motion was approved, 5-0.

L) Request from Randall Collins VFW Post 3108 to approve a location of the Chair of Honor on City property.

Parks & Recreation Director Norm Poirier reviewed the proposed location.

Councilor Hurley discussed concerns regarding the location.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to place the Chair of Honor on the East Side of Belfast at the top of the Footbridge Road, as presented. This motion was approved, 5-0.

M) Facility Use Request by the Belfast Rotary Club for the 13th Belfast Harbor Fest on August 13th – 15th, 2021.

Parks & Recreation Director Norm Poirier reviewed the Facility Use Request on behalf of the Belfast Rotary Club for the 13th Belfast Harbor Fest on August 13th – 15th, 2021.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the Facility Use Request by the Belfast Rotary Club for the 13th Belfast Harbor Fest on August 13th – 15th, 2021, as presented. This motion was approved, 5-0.

N) Request from the Airport Manager to approve an updated disaster support agreement with Waldo County.

Airport Manager Kenn Ortmann reviewed the updated disaster support agreement with Waldo County and answered Council questions regarding the proposed changes to the old agreement.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to approve an updated disaster support agreement with Waldo County, as presented; and to authorize the City Manager to sign on behalf of the City of Belfast. This motion was approved, 5-0.

O) Request from the Airport Manager to purchase machinery and equipment to repair both airplane doors in the Lowe hanger.

Airport Manager Kenn Ortmann reviewed the request to purchase machinery and equipment to repair both airplane doors in the Lowe hanger.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the request to expend up to \$21,187.79 to hire Schweiss Doors to purchase machinery and equipment to repair and install both airplane doors in the Lowe hanger, with funding is to come from the Lowe Hanger Capital Reserve Account #730-834. This motion was approved, 5-0.

P) Request from the Public Works Director to sell a piece of surplus equipment for the Public Works Department.

City Manager Erin Herbig reviewed, on behalf of the Public Works Director, his recommendation to accept the bids and award the bid to Steven Mathieson for \$456.00 with funding to be deposited into the Public Works Equipment Capital Reserve Account #410-537. She explained that Mr. Mathieson was willing to increase his bid based on as that equates to the weight of the vehicle we would receive should it be brought to a scrap yard.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the bids and award the bid to Steven Mathieson for \$456.00 with funding to be deposited into the Public Works Equipment Capital Reserve Account #410-537. This motion was approved, 5-0.

Q) Request from the Transfer Station Manager to lease a new compactor.

City Manager Erin Herbig reviewed the request from Transfer Station Manager Mike McFadden to lease a new compactor for 5 years from DM&J and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to expend up to \$3,900 as the down payment and to expend up to \$595.00 per month to lease a new 4-yard stationary compactor from DM&J Waste of Winterport with transporting of the City's municipal solid waste (MSW) to be based on the City's contract; funding is to come from the Transfer Station Tipping & Disposing Account #440-575. This motion was approved, 5-0.

R) Request to hire Olver Associates to conduct a survey for the Wight Street Redevelopment Project.

Project Planner Wayne Marshall reviewed the request to hire Olver Associates to conduct a survey for the Wight Street Redevelopment Project.

City Manager Erin Herbig discussed with Council that although work will begin in May 2021, Olver Associates has committed to not request payment until work is completed in FY 2022. She is recommending that funding come from the FY21-22 Capital Improvement Projects that will be approved in the FY 21-22 Budget.

Councilor Mortier, seconded by Councilor Hurley, made a motion to expend up to \$20,000.00 to hire Olver Associates to conduct a survey for the Wight Street Redevelopment Project, although work will begin in May 2021, Olver Associates has committed to not request payment until work is completed in FY 2022; funding for this project is to come from the FY21-22 Capital Improvement Project line that will be approved in the FY 21-22 Budget. This motion was approved, 5-0.

S) Presentation from Station Manager on 15 years of Belfast Community TV.

Bel TV Station Manager, Ned Lightner, reviewed 15 years of community television in Belfast.

Councilors thanked Ned for his service to the City of Belfast.

T) Request from the City Treasurer to accept Airport FEMA funds for \$20,000.

City Manager Erin Herbig briefly reviewed the request to accept Airport FEMA funds.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept \$20,000.00 in Airport FEMA funds with funding deposited into account #1-2160-00. This motion was approved, 5-0.

U) Request to abate a business personal property taxes in the amount of \$1,340.55.

City Manager Erin Herbig briefly reviewed, on behalf of the City Treasurer, the request to abate a business personal property taxes in the amount of \$1,340.55.

Councilor Hurley, seconded by Councilor Mortier, made a motion to abate business personal property taxes in the amount of \$1,340.55 for account #322PP Kevin Nickerson d/b/a Larrabee Bros for tax years 2013-2019. This motion was approved, 5-0.

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

Councilor Hurley, seconded by Councilor Mortier, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 9:24 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Hurley, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 10:53 p.m. This motion was approved, 5-0.

V) #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 Harkness, seconded by Councilor Dean, made a motion to go into Executive Session on a Real Estate matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) C at 11:06 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Real Estate matter with the City Attorney pursuant to 1 M.R.S.A. 405 (6) C at 11:50 p.m. This motion was approved, 5-0.

W) Signing of Council Orders and housekeeping items.

Council Order #66 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$18,000.00 to hire Camoin to conduct a Community Revitalization Plan. Funding is to come from the Brownfields Assessment Grant. (Approved May 4, 2021)

Council Order #67 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$70,000 to hire Attorney Kristin Collins of Preti Flaherty as the new City Attorney beginning July 1, 2021. Funding is to come from the Legal Services account #100-512 in FY2021-2022. (Approved May 4, 2021)

Council Order #68 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$21,187.79 to hire Schweiss Doors to purchase machinery and equipment to repair and install both airplane doors in the Lowe hanger. Funding is to come from the Lowe Hanger Capital Reserve Account #730-834. (Approved May 4, 2021)

Council Order #69 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to accept \$456.00 for the sale of the 2008 Ford Public Works truck to the highest bidder Steven Mathieson. Funds from the sale are to be deposited into the Public Works Equipment Capital Reserve Account #410-537. (Approved May 4, 2021)

Council Order #70 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$3,900 as the down payment and to expend up to \$595.00 per month to lease a new 4-yard stationary compactor from DM&J Waste of Winterport with transporting of the City's municipal solid waste (MSW) to be based on the City's contract. Funding is to come from the Transfer Station Tipping & Disposing Account #440-575. (Approved May 4, 2021)

Council Order #71 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$20,000.00 to hire Olver Associates to conduct a survey for the Wight Street Redevelopment Project, although work will begin in May 2021, Olver Associates has committed to not request payment until work is completed in FY 2022. Funding is to come from the FY21-22 Capital Improvement Project that will be approved in the FY 21-22 Budget. (Approved May 4, 2021)

Council Order #72 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to accept \$20,000.00 in Airport FEMA funds. Funding is to be deposited into account #1-2160-00. (Approved May 4, 2021)

Council Order #73 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to abate \$1,340.55 for a business personal property tax for account #322PP Kevin Nickerson d/b/a Larrabee Bros for tax years 2013-2019. (Approved May 4, 2021)

11) Communications

No comments.

12) Adjourn

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the meeting at 11:50 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