

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 15, 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.

Public Hearing #1

Pursuant to Belfast Victualer License Ordinance a public hearing will be held on June 15, 2021 at 6:30 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.

Moonbat LLC	d/b/a	Marshall Wharf Brewing Company
Wind Tracy	d/b/a	Satori Belfast, LLC

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

Regular Council Meeting No. 24

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

- Councilor Harkness inquired about moving item 8, consideration of an appointment to the Belfast Planning Board, to a regular agenda item to allow for discussion on committee appointment procedure. Councilors agreed to include the discussion of committee appointment procedure as part of item 8.

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

5) Acceptance of the minutes

Regular Council Meeting of June 1, 2021.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the minutes from Regular Council Meeting of June 1, 2021. This was approved, 5-0.

6) A. Open to the public

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

1. Zafra Whitcomb of Belfast discussed concerns regarding audio volume of the meeting infringing on public access.

B. Organization and Department Reports

- Update from the Economic Development Director regarding the Community Revitalization Plan.
- City Manager Erin Herbig request to schedule a Council Work Session on Tuesday, June 29th at 7:00 p.m. regarding the Market Study, Council unanimously agreed.

7) Communications

Councilor Hurley provided an update on the Build ME workshops and offered to share the links with Council so they could watch on their own time.

Councilor Bonneville congratulated the Belfast Garden Club on their successful Plant Sale event.

Councilor Hurley congratulated graduates and their parents.

Mayor Sanders spoke about graduation and having special events get back to a feeling of normal.

Councilor Dean provided an update on the Planning Board discussions and encouraged the public to stay tuned.

8) Old Business and Council Committee Reports

- Director of Code & Planning Bub Fournier reviewed his request for Council consideration of an appointment to the Belfast Planning Board.

- Councilors discussed with the City Manager the procedure for committee appointments and requested to hold off on the appointment until they could be presented with all the Planning Board applications, new and reappointments, for consideration.

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.

Moonbat LLC	d/b/a	Marshall Wharf Brewing Company
Wind Tracy	d/b/a	Satori Belfast, LLC

B. Request to approve a Lunch Wagon License permit application by Jesse Hardie d/b/a Wander Pizza Co. located at 36 Marshall Wharf, Belfast, Maine, license to expire on December 31, 2021.

C. 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.

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

10) Business

A) Public Hearing on the proposed 2021 – 2022 City Budget.

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

B) Discussion and possible vote on the proposed 2021 – 2022 City Budget.

Councilors discussed the budget process and thanked all those involved in the budget process.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the proposed 2020-2021 City Budget, as presented. This was approved, 5-0.

C) Presentation from the Economic Development Director on the Community Development Block Grant Housing Assistance Grant and the Community Development Block Grant Community Enterprise Grant.

Economic Development Director reviewed the Community Development Block Grant Housing Assistance Grant and the Community Development Block Grant Community Enterprise Grant.

D) Public Hearing on the Community Development Block Grant Housing Assistance Grant and the Community Development Block Grant Community Enterprise Grant.

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, June 15th, 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 the acceptance of a CDBG Housing Assistance Grant and the acceptance of a CDBG Community Enterprise Grant. The purpose of this CDBG Housing Assistance Grant is to provide funding to assist with non-construction costs for Developers Collaborative's affordable housing development at 115 Congress Street in Belfast. The purposes of this CDBG Community Enterprise Grant are to: 1) provide façade improvement subgrants to businesses and/or building owners; and 2) pay for administrative support that will manage and implement these subgrants.

Public comments will be solicited at this Hearing and will be submitted as part of the Project Development Phase. All persons wishing to make comments or ask questions about the acceptance of these funds 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 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.

Economic Development Director Thomas Kittredge noted that no comments were received via email or postal mail prior to the start of the public hearing.

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

E) Discussion and possible action regarding the resolution to accept the Community Development Block Grant Housing Assistance Grant and the Community Development Block Grant Community Enterprise Grant.

Councilor Hurley inquired about how funds for the grant can be utilized.

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the acceptance of the \$500,000 in CDBG Housing Assistance Grant Program funds and \$100,000 in CDBG Community Enterprise Grant Program funds; to approve and sign the supplied resolution; and to authorize the City Manager to sign all necessary paperwork associated with the acceptance of these grant funds. This motion was approved, 5-0.

F) Request by the Economic Development Director to have the City Council reappoint the membership slate of the Community Development Advisory Committee for its Community Development Block Grant Community Enterprise Grant.

Economic Development Director reviewed the request to reappoint the membership slate of the Community Development Advisory Committee for its Community Development Block Grant Community Enterprise Grant.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to reappoint the following membership slate for this Community Development Advisory Committee: Jon Boynton, Planner, City of Belfast (non-voting); Thomas Kittredge, Economic Development Director, City of Belfast (non-voting); Sam Mitchell, Real Estate Broker, Worth Real Estate; Karna Olsson, Belfast Resident and Building Owner; Megan Pinette, President, Belfast Historical Society and Museum; and Zach Schmesser, Executive Director, Our Town Belfast . This motion was approved, 5-0.

G) Request to appoint Mackenzie Barnhart as the new City of Belfast Communications Assistant.

City Manager Erin Herbig reviewed the request and introduced Ms. Barnhart to the Council and public.

Councilors welcomed Ms. Barnhart to the City of Belfast.

Councilor Harkness, seconded by Councilor Hurley, made a motion to appoint Mackenzie Barnhart as the new City of Belfast Communications Assistant. This motion was approved, 5-0.

H) Request from the Public Works Director to expend up to \$2,912.00 to repair 4 solar panels at the solar field at the Public Works Facility.

Public Works Director Bob Richards reviewed the request to expend up to \$2,912.00 to repair 4 solar panels at the solar field at the Public Works Facility and answered Council questions.

Councilor Hurley, seconded by Councilor Harkness, made a motion to expend up to \$2,912.00 to repair 4 solar panels at the solar field at the Public Works Facility with funds be allocated from the Public Works Site Search Evaluation account #730-636. This motion was approved, 5-0.

I) Request by Saint Margaret's Church for parking in the Court Street Right of Way.

City Planner Jon Boynton reviewed the request from Saint Margaret's Church for parking in the Court Street Right of Way and answered Council questions.

Councilor Dean requested that the appropriate ADA signage is required.

Councilor Harkness requested that the Belfast Police Department is notified of the change to parking.

Councilor Dean, seconded by Councilor Hurley, made a motion to authorize Saint Margaret's Church to pave a parking area adjacent to Court Street as identified in Mr. O'Connor's plan, noting that this will include the identified stipulations for the construction and maintenance of the parking area. This motion was approved, 5-0.

J) Request by the Wastewater Superintendent to accept and award the bids for the Sewer Flushing and CCTV contract.

Superintendent Annaleis Hafford reviewed her recommendation for the Council award the bid to the highest bidder Vortex Services, LLC of Livermore, Maine for \$38,952.00, noting that she will adjust the work to keep within the department's budget of \$35,000.00 for this project, with funding to be allocated from account 990-614, Outside Services Sewer Maintenance.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the two bids as presented and to award the bid to the highest bidder Vortex Services, LLC of Livermore, Maine for \$38,952.00 with funding to be allocated from account 990-614, Outside Services Sewer Maintenance. This motion was approved, 5-0.

K) New Facility Use Request by the Mid-Coast Maine Reparations Collective to hold "Jams for Justice" a benefit concert at Steamboat Landing on Thursday, June 24, 2021, from 5:00 p.m. to 8:00 p.m.

Parks and Recreation Director Norm Poirier reviewed the request.

Councilor Mortier inquired about insurance.

Councilor Harkness, seconded by Councilor Dean, made a motion to approve the Facility Use Request by the Mid-Coast Maine Reparations Collective to hold "Jams for Justice" a benefit concert at Steamboat Landing on Thursday, June 24, 2021, from 5:00 p.m. to 8:00 p.m. This motion was approved, 5-0.

L) New Facility Use Request by the Coyote Center for Carnivore Ecology and Coexistence to hold a benefit concert at Steamboat Landing on Monday, September 6, 2021, at 6:30 p.m.

Parks and Recreation Director Norm Poirier reviewed the request.

Councilors discussed insurance requirement for events that have the potential to draw a large crowd and how to help educate organizations about different means in which they can get insurance coverage for their events.

Councilor Harkness, seconded by Councilor Dean, made a motion to approve the Facility Use Request by the Coyote Center for Carnivore Ecology and Coexistence to hold a benefit concert at Steamboat Landing on Monday, September 6, 2021, at 6:30 p.m., pending the organizations proof of insurance. This motion was approved, 5-0.

M) Request to accept a donation of \$4,030.83 from the Belfast Coop in support of the Belfast Skate Park.

Councilor Hurley reviewed the request.

Councilor Hurley, seconded by Councilor Bonneville, made a motion to accept a donation of \$4,030.83 from the Belfast Coop in support of the Belfast Skate Park with the funding to be applied to the Skate Park Account #730-833. This motion was approved, 5-0.

N) Discussion on a proposal to develop a Memorandum of Understanding with the Waldo County YMCA to operate the Belfast City Park Pool for the 2021 season.

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

Councilor Hurley requested that this agreement be reviewed yearly.

Councilor Mortier requested that the Council be debriefed following the pool season at a Council Meeting in September.

Councilor Harkness, seconded by Councilor Hurley, made a motion to authorize the Parks and Recreation Director to work with the City Manager and City Attorney to draft a and execute a Memorandum of Understanding with the Waldo County YMCA in which the YMCA would operate the Belfast City Park Pool for the 2021 season, taking on staffing and scheduling, while the Parks and Recreation Department would continue to fund the pools operational and maintenance expenses, with formal Council approval to be conducted at the July 6th Regular Council Meeting. This motion was approved, 5-0.

O) Request from the Climate Crisis Committee for authorization to sign on to a letter from the Natural Resources Council of Maine in support of the proposed federal infrastructure investment plan.

Councilor Hurley, seconded by Councilor Mortier, made a motion for the City of Belfast to sign on to a letter from the Natural Resources Council of Maine in support of the proposed federal infrastructure investment plan. This motion was approved, 5-0.

P) Request from the Climate Crisis Committee to participate in a virtual “Think Tank” event hosted by Volunteer Maine and AmeriCorps.

Councilors discussed the request and the request from the Committee to have a Work Session to further discuss the Committee’s mission.

Councilor Hurley, seconded by Councilor Dean, made a motion to authorize the Climate Crisis Committee to participate in a virtual “Think Tank” event hosted by Volunteer Maine and AmeriCorps. This motion was approved, 5-0.

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

Councilor Harkness, seconded by Councilor Bonneville, made a motion to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 9:07 p.m. This motion was approved, 5-0.

Councilor Hurley, 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 10:32 p.m. This motion was approved, 5-0.

M) Signing of Council Orders and housekeeping items.

Council Order #78 Signed by Councilor Hurley Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2,912.00 to repair 4 solar panels at the solar field at the Public Works Facility. Funding is to be allocated from the Public Works Site Search Evaluation account #730-636. (Approved June 15, 2021)

Council Order #79 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$38,952.00. for the Sewer Flushing and CCTV contract with Vortex Services, LLC of Livermore, Maine. Funding is to be allocated from account 990-614, Outside Services Sewer Maintenance. (Approved June 15, 2021)

Council Order #80 Signed by Councilor Hurley Ordered That:

The City Manager and the City Treasurer are authorized to accept a donation of \$4,030.83 from the Belfast Coop in support of the Belfast Skate Park with the funding to be applied to the Skate Park Account #730-833. (Approved June 15, 2021)

Council Order #81 Signed by Councilor Bonneville Ordered That:

AMENDMENTS TO BELFAST CODE OF ORDINANCES
Chapter 34, Miscellaneous Offenses,
Article II, Noise and Public Conduct

Editor's Note: All text shown in **Bold and Red Font** is language that is proposed to be added to the Ordinance. All text shown in ~~Blue and Strike-Through Font~~ is language that is proposed to be deleted from the Ordinance. All text shown in **Black Font** is existing language in the Ordinance that is not proposed to be either added or deleted.

First Reading: March 2, 2021

Second Reading: March 16, 2021

(Approved on March 16, 2021)

Council Order #82 Signed by Councilor Harkness Ordered That:

Fiscal Year

2021-2022

Appropriation Resolve

XXXXXXXXXXXXXXXXXXXX BE IT RESOLVED by the City Council of the City of Belfast, Maine the following appropriations are to be made to defray the expense of the City of Belfast for the fiscal year beginning July 1, 2021.

Unit Subtotals

Administration

City Manager's Office	\$292,723
Finance Department	\$176,054
Assessing Department	\$166,040
City Clerk's Department	\$220,099
City Building Maintenance	\$214,555
Elections and Registrations	\$19,179
Employee Benefits	\$1,848,100
Boathouse	\$7,950
Total	

Protection

Fire Department	\$348,425
Police Department	\$1,379,293
Street Lights	\$57,000
Hydrant Rental	\$499,170
Cable Television	\$44,100
Municipal Insurance	\$340,989
Ambulance Department	\$796,856

Animal Control	\$7,500
School Crossing Guards	\$18,826
Total	

Fiscal Year

2021-2022

Appropriation Resolve

Unit Subtotals

EMA Director

STATE AGENTS

Public Works

Public Works Department	\$1,463,186
Sidewalk Improvement/Maintenance	\$79,000
Transfer/Recycling Center	\$464,146
Road Construction	\$380,000
Tree Program	\$17,000
Total	

Social Services

General Assistance	\$70,000
GA Director and Expenses	\$42,079
Misc. Social Services	\$182,076
Total	

Economic Development

Parks and Recreation

Library

Cemeteries

Airport

Misc. Promotional

Harbor

Planning & Zoning

Planning and Community Development	\$280,424
Engineering/Professional Services	\$20,000
Mid-Coast Regional Planning	\$0
Zoning Board of Appeals	\$500
Total	

Misc. Unclassified

MMA Dues	\$7,548
----------	---------

Fiscal Year

2021-2022

Appropriation Resolve

Capital Projects	\$98,013
Debt Service	\$656,881
Reserve	\$100
Total	

Total Proposed Gross City Budget

Less Estimated Revenues

Total City Property Tax

Total Proposed Wastewater Treatment Plant Budget

Less Sewer User Fees

Total City Property Tax

BE IT FURTHER RESOLVED you have the option to pay the entire amount by October 1, 2021 or you may pay in two installments; the first payment by October 1, 2021 and the second payment by March 1, 2022. Interest shall be charged on the first installment at an annual rate of 6% from October 1, 2021. Interest will be charged on the second installment at an annual rate of 6% from March 2, 2022. Payments received by mail shall be post marked no later than October 1, 2021 & March 1, 2022. In respect to refunded tax abatements and refunded overpayments an annual rate of 4% shall be paid. In addition 8% interest per annum shall be charged on all unpaid sewer user fees when not paid by the due date.

(Approved June 15, 2021)

11) Communications

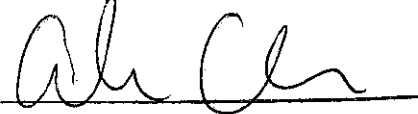
Councilor Hurley requested an update on the Browntail Moth mitigation from the Parks & Recreation Director via email.

12) Adjourn

Councilor Dean, seconded by Councilor Hurley, made a motion to adjourn the meeting at 10:32 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