

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, July 6, 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. 1

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 Assistant to the City Manager Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager Erin Herbig requested to remove item **10) I** Request from the Airport Manager to accept and award the bid received for the installation of a new Belfast Municipal Fuel Farm.

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

5) Acceptance of the minutes

Regular Council Meeting of June 15, 2021 and Special City Council Meeting and Work Session of June 29, 2021.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from Regular Council Meeting of June 15, 2021 and Special City Council Meeting and Work Session of June 29, 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 frustration with continued sound issues during Council Meetings.
2. Glenn Montgomery and Chris Gardner requested to speak during committee reports on behalf of the Pedestrian, Biking & Hiking Committee.
3. John Steed requested to speak during organization reports on behalf of Waterfall Arts.

B. Organization and Department Reports

- John Steed provided an update from Waterfall Arts.
- City Manager Erin Herbig inquired if there is a Council member who is willing to serve on the hiring committee for the City Assessor, Councilor Mortier volunteered. She informed the public that the Council would be holding a Special City Council Meeting on Thursday, July 8th at 6:30 p.m.

7) Communications

No communications.

8) Old Business and Council Committee Reports

- Director of Parks and Recreation Norm Poirier and Councilor Hurley provided an update on behalf of the Harbor Walk/Rail Trail Committee.
- Glenn Montgomery and Chris Gardner provided an update on behalf of the Pedestrian, Biking & Hiking Committee.

9) Permits, Petitions and Licenses - Consent Agenda

- A.** Request to approve an application for Lafayette Belfast, LLC d/b/a Fireside Inn Ocean's Edge, located at 159 Searsport Avenue, Belfast, Maine for a renewal Hotel (Class I, II, III, IV) liquor license, interior and exterior decks.
- B.** Request to approve a Lunch Wagon License permit application by Matthew Shankle d/b/a Nomad Pizza located at 15 Front Street, Belfast, Maine, license to expire on December 31, 2021.
- C.** Request to approve an off premises catering permit for Rollie's Bar & Grill for the Rotary Annual Dinner event at the Waldo County Shrine Club, 20 Northport Ave., Belfast on June 23, 2021 from 3:00 p.m. to 9:00 p.m.
- D.** Request to approve an off premises catering permit for Rollie's Bar & Grill for the Realtor of the Year event at the Belfast City Pavilion, Northport Ave., Belfast on June 17, 2021 from 3:00 p.m. to 7:00 p.m.

- E. Request to approve a qualified catering permit for Conley Events LLC d/b/a Morgan Hill Event Center for a private event at the Belfast Boathouse, 34 Commercial St., Belfast on July 29, 2021 from 3:00 p.m. to 10:00 p.m.
- F. Request to approve a qualified catering permit for Southside Productions d/b/a The Bread & Butter Catering Company for a private wedding event at the Belfast Boathouse, 34 Commercial St., Belfast on July 11, 2021 from 4:00 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) Discussion and consideration of appointing Committee members to various City Committees and Boards.

City Clerk Amy Flood reviewed the list of Committees who have reappointments and those that have new applicants.

Councilor Hurley, seconded by Councilor Mortier, made a motion to reappoint Charles Beck and Lynn Karlin to the Airport Advisory Committee. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to reappoint David Bond and Mary Dutch to the Board of Assessment Review. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to reappoint Zafra Whitcomb to the Broadband Committee and to schedule an interview with David Fournier. This motion was approved, 5-0.

Councilor Hurley, seconded by Councilor Mortier, made a motion to reappoint Joanna Curtis to the Cemetery Board of Trustees. This motion was approved, 5-0.

Councilor Dean, seconded by Councilor Harkness, made a motion to reappoint Barbara Bell and Beverly Roxby to the Climate Crisis Committee and to schedule interviews with Gerald Brand and Fred Bower. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Mortier, made a motion to reappoint Dan Miller, Joanne Moesswilde and John B. Turner to the Harbor Advisory Committee. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to schedule an interview with Hadan Kauffman for the Library Board of Trustees. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to appoint/reappoint Amanda Cunningham (to full member once application has been received) to the Parks & Recreation Commission and to schedule interviews with Stefanie Mojonnier and Molly Miller. This motion was approved, 5-0.

Councilor Hurley, seconded by Councilor Bonneville, made a motion to reappoint Christopher Gardner and Zachary Schmesser to the Pedestrian, Biking and Hiking Committee and to schedule interviews with Bruce Snider, Bill Durkin and Angus Beal. This motion was approved, 5-0.

Councilor Hurley, seconded by Councilor Mortier, made a motion to reappoint David Bond, move Kathleen Dunkle to a full member, appoint Pippa Jollie as an alternate member of the Planning Board and to interview Lewis Baker and Gerald Murphy. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Dean, made a motion to reappoint Stephen Hall and appoint Jill Goodwin to the Water District Trustees. This motion was approved, 5-0.

Councilors unanimously agreed to conduct interviews for the Planning Board and School Board on July 20th at 6pm before the start of the regular Council Meeting. They authorized the City Clerk to schedule 4 more interviews prior to August 3rd Council Meeting and 5 interviews prior to the August 16th Council Meeting.

B) Request to appoint Leigh Wilcox as Interim Superintendent of the Belfast Cemetery Department.

Cemetery Superintendent Steve Bogue and Assistant Cemetery Superintendent Leigh Wilcox discussed the transition with Council.

Council thanked Steve for his years of service.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Leigh Wilcox as Interim Superintendent of the Belfast Cemetery Department, effective July 6, 2021. This motion was approved, 5-0.

C) First Reading of proposed amendments to Chapter 102, Zoning, Chapter 98, Technical Standards, and Chapter 66, General Provisions in the City Code of Ordinances regarding multi-family housing that have been recommended to the Council by the Belfast Planning Board.

Project Planner Wayne Marshall reviewed the proposed amendments and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the First Reading of proposed amendments to Chapter 102, Zoning, Chapter 98, Technical Standards, and Chapter 66, General Provisions in the City Code of Ordinances regarding multi-family housing that have been recommended to the Council by the Belfast Planning Board. This motion was approved, 4-1 (Councilor Bonneville opposed).

Councilor Mortier, seconded by Councilor Harkness, made a motion to schedule the Public Hearing and Second Reading regarding the First Reading of proposed amendments to Chapter 102, Zoning, Chapter 98, Technical Standards, and Chapter 66, General Provisions in the City Code of Ordinances regarding multi-family housing that have been recommended to the Council by the Belfast Planning Board for the regular Council Meeting of August 3, 2021. This motion was approved, 4-1 (Councilor Bonneville opposed).

D) Discussion on pedestrian access on Congress and Wight Streets.

Director of Public Works Bob Richards and City Manager Erin Herbig discussed possible options with the City Council.

Councilors unanimously agreed to authorize the City Manager and City staff to bring back a formal proposal with estimates to construct a walkway through Wales Park to include lighting at an upcoming Council meeting for further consideration.

E) Request from the Director of Public Works to accept the bids for road salt and to award the bid to the lowest bidder.

Director of Public Works Bob Richards reviewed the bids for road salt and recommended awarding the bid to the lowest bidder Harcos Chemicals at \$57.00 per ton.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the bids as presented and to award the bid to Harcos Chemicals at \$57.00 per ton with funding to come from account #410-570. This motion was approved, 5-0.

F) Request from the Director of Public Works to accept the bids for diesel fuel and to award the bid to the lowest bidder.

Director of Public Works Bob Richards reviewed the bids for diesel and recommended awarding the bid to the lowest bidder Maritime Energy at \$2.3105 per gallon.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bids as presented and to award the bid to Maritime Energy at \$2.3105 per gallon with funding to come from account #410-567. This motion was approved, 5-0.

G) Request from the Director of Public Works to purchase a 2019 John Deere Loader.

Director of Public Works Bob Richards reviewed his request to purchase a 2019 John Deere Loader for \$122,500.00 with a trade in the 2001 John Deere Loader for \$18,000.00, bringing the total purchase cost to \$104,500.00.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept the request to purchase a 2019 John Deere Loader for \$122,500.00 with a trade in the 2001 John Deere Loader for \$18,000.00, bringing the total purchase cost to \$104,500.00 with funding to come from account # 410-535 Purchase of Equipment. This motion was approved, 5-0.

H) Request from the Director of Public Works to purchase a 2021 International Truck.

Director of Public Works Bob Richards reviewed his request to purchase a 2021 International Truck for \$87,500.00 from Colwell Diesel.

Councilor Bonneville, seconded by Councilor Hurley, made a motion to accept the request to purchase a 2021 International Truck for \$87,500.00 with funding to come from account #410-535 Purchase of Equipment. This motion was approved, 5-0.

I) Request from the Airport Manager to accept and award the bid received for the installation of a new Belfast Municipal Fuel Farm.

Item removed from the agenda.

J) Request by the Economic Development Director to submit an application to the Maine Department of Environmental Protection’s Municipal Brownfields Site Assessment Program on behalf of 74 High Street.

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

Councilor Mortier, seconded by Councilor Harkness, made a motion to authorize the submission of an application to the Maine Department of Environmental Protection’s Municipal Brownfields Site Assessment Program on behalf of 74 High Street; and authorize the City Manager to sign any and all related and necessary documentation for this application submission. This motion was approved, 5-0.

K) Request by the Economic Development Director to enter into a contract with Knollwood Energy for the sale of the City’s Renewable Energy Credits.

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

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept to authorize the City of Belfast to enter into a contract with Knollwood Energy regarding the selling of the City’s Renewable Energy Credits generated by the City’s solar array located at Crocker Road, on a spot basis and authorize the City Manager to sign and any all documentation related and necessary to the entering into of this contract. This motion was approved, 5-0.

L) Request by the Economic Development Director to have the City Council request a contract from ReVision Energy for purchasing Net Energy Billing Credits.

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

Councilor Bonneville, seconded by Councilor Hurley, made a motion to request a contract from ReVision Energy for the City of Belfast for purchasing Net Energy Billing Credits; and authorize City personnel to continue due diligence for this contract, including legal review with the final contract to be brought to the City Council for approval/rejection at a future meeting. This motion was approved, 5-0.

M) Request by the Economic Development Director to have the City Council formally accept and endorse the Brownfields Revitalization Study.

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

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept and endorse the Brownfields Revitalization Study. This motion was approved, 5-0.

N) Facility Use Request for use of Steamboat Landing Park for the 2021 Maine Celtic Celebration on Saturday, September 18, 2021.

Parks and Recreation Director Norm Poirier reviewed the request.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the Facility Use Request for use of Steamboat Landing Park for the 2021 Maine Celtic Celebration on Saturday, September 18, 2021, as presented. This motion was approved, 5-0.

O) Facility Use Request for use of High Street (from Market to Main Street) for the 12th Annual Belfast Street Party on Monday, August 2, 2021.

Parks and Recreation Director Norm Poirier and Councilor Hurley reviewed the request.

Councilor Bonneville, seconded by Councilor Dean, made a motion to accept the Facility Use Request for use of High Street (from Market to Main Street) for the 12th Annual Belfast Street Party on Monday, August 2, 2021, as presented. This motion was approved, 5-0.

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

Councilor Mortier, seconded by Councilor Dean, made a motion to go into Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 10:54 p.m. This motion was approved, 5-0.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn the Executive Session on a Real Estate matter pursuant to 1 M.R.S.A. 405 (6) C at 11:16 p.m. This motion was approved, 5-0.

Q) Request to go into an Executive Session on a Legal matter pursuant to 1 MRS 405(6) E to discuss pending litigation and potential settlement in a Rangeway matter with Counsel to the City.

Councilor Harkness, seconded by Councilor Mortier, made a motion to go into Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E discuss pending litigation and potential settlement in a Rangeway matter with Counsel to the City at 11:16 p.m. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E discuss pending litigation and potential settlement in a Rangeway matter with Counsel to the City at 11:36 p.m. This motion was approved, 5-0.

*Council action may be required following the Executive Session. If so, Council will make a motion to move back into regular session for a public vote.

Councilor Mortier, seconded by Councilor Harkness, made a motion to move back into the Regular Council Meeting. This motion was approved, 5-0.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to move the consent judgment, with necessary edits that are non-substantive, regarding the Highview Terrace rangeway. This motion was approved, 5-0.

M) Signing of Council Orders and housekeeping items.

11) Communications

City Manager Erin Herbig noted that Council may take action in open session following the Executive Sessions.

Mayor Sanders thanked all for their assistance and patience as we worked through technical difficulties at the start of the meeting.

12) Adjourn

Councilor Harkness, seconded by Councilor Dean, made a motion to adjourn the meeting at 11:37 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

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

AMANDA CUSHMAN, BELFAST MAINE