

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 20, 2021
6:00 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. 2

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 amend the agenda to remove item **9) C** 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, as this was approved by Council on July 6, 2021.

Councilor Dean, 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 July 6, 2021 and Special City Council Meeting of July 8, 2021.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to accept the minutes from Regular Council Meeting of July 6, 2021 and Special City Council Meeting of July 8, 2021. This was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received 1 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. Andrew Stevenson of Belfast asked the Council five questions regarding the announcement of the City's recent acquisition of the Eckrote property, and requested a response to the questions either via email or at the next City Council Meeting.

B. Organization and Department Reports

- City Manager Erin Herbig provided an update on the status of the Wales Park/Congress Street Sidewalk project, noting that staff expects to bring back more information at either the first or second Council Meeting in August.
- Council Harkness provided an update on Belfast Community Radio.

7) Communications

Councilor Bonneville informed the public of the recent Project Canopy Grant Award for the City Park arboretum and of the Waterfall Arts Glass Blowing Studio Open House.

Councilor Mortier informed the public of the memorial for Anne Mullen at Wales Park on Thursday, July 22nd at 4pm.

Council Harkness noted the water damage to the Belfast Curling Club and inquired about how people could help out and thanked the City General Administrator for going out of her way to help those in need.

Councilor Hurley discussed the recent recognition of Belfast Police Officers and reminded the public of the upcoming Annual Street Party on Monday, August 2nd.

Councilor Dean requested a moment of silence for the young boy who died in our community this week.

Councilor Mortier noted that the community recently lost Margret Cunningham.

8) Old Business and Council Committee Reports

- Consideration of Committee Appointments

Councilor Hurley, seconded by Councilor Mortier, made a motion to appoint Lewis Baker to the Belfast Planning Board as an alternate member #2. This motion was approved, 5-0.

Councilor Hurley, seconded by Councilor Dean, made a motion to appoint Ryan Harnden to the RSU #71 School Board. This motion was approved, 5-0.

City Manager Erin Herbig reminded the Council that the following Committee Interviews have been scheduled: Parks & Rec Commission for August 3rd at 6:00 p.m. and Broadband Committee, Climate Crisis Committee and Library Trustees for August 17th at 6:00 p.m.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a renewal Special Amusement Permit for the Belfast Curling Club for live music, DJ, karaoke, dancing and all live entertainment located at 211 Belmont Avenue, Belfast, Maine, interior/exterior.
- B. Request to approve a renewal application by the Belfast Curling Club located at 211 Belmont Ave., Belfast Maine for a Spirituous, Vinous and Malt (Curling Club) license.

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

10) Business

A) Presentation regarding the establishment of the School Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, and the authorization of a Credit Enhancement Agreement with 32 BB School St., LP.

Economic Development Director Thomas Kittredge gave a presentation regarding the establishment of the School Street Affordable Housing Development and Tax Increment Financing District, the adoption a Development Program for the District, and the authorization of a Credit Enhancement Agreement with 32 BB School St., LP.

Representatives from Realty Resources Management (an affiliated entity of 32 BB School St., LP) - Bill Pearse, Chief Financial Officer, Heather Deane, Director of Operations, and Nichole Lorentzen, Development Officer, attended and discussed their project (the rehabilitation and preservation of the Belfast Birches affordable senior rental housing facility) in more detail.

B) Public Hearing regarding the establishment of the School Street Affordable Housing Development and Tax Increment Financing District, the adoption a Development Program for

the District, and the Authorization of a Credit Enhancement Agreement with 32 BB School St., LP.

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

CITY OF BELFAST

NOTICE OF PUBLIC HEARING

regarding

The Designation of an Affordable Housing Development and Tax Increment Financing District to Be Known as the “School Street Affordable Housing Development and Tax Increment Financing District” and the Adoption of a Development Program:

Notice is hereby given that the Belfast City Council will hold a public hearing on Tuesday, July 20th, 2021 as part of its regularly scheduled City Council meeting, which begins at 7:00 PM.

Individuals 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 an individual 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 individuals who wish to participate in the public hearing can call. Individuals will be able to participate in this public hearing via audio only.

The purpose of the public hearing is to receive public comments on: 1) the designation of a new affordable housing development and tax increment financing district called the School Street Affordable Housing Development and Tax Increment Financing District, consisting of one parcel located at the southern end of School Street with an estimated area of 5.60 acres; and: 2) the adoption of a development program therefor, all in accordance with Title 30-A, Part 2, Subpart 8, Chapter 206, Subchapter 3, Sections §5245-§5250-G of the Maine Revised Statutes, as amended. Such development program will also include the authorizing of a credit enhancement agreement with an owner of an affordable housing project located within the district.

A copy of the proposed development program and related materials will be on file at the Planning & Codes Department, top floor, Belfast City Hall, 131 Church Street, Belfast, Maine, and may be reviewed there during the hours of 9:00 AM and 5:00 PM, Monday through Thursday. Persons may also submit comments at any time up until 3:00 PM on Tuesday, July 20th, 2021, either 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.

All interested persons are invited to participate in the public hearing and will be given an opportunity to be heard at that time.

Mayor Sanders asked for proponents and opponents.

Economic Development Director Thomas Kittredge noted that no written comments were received prior to the Tuesday July 20th, 2021 3:00 PM deadline; he did address a Letter to the Editor in the Republican Journal by Nat Clifford, discussing with Council some of the concerns he brought up in his letter.

Mayor Sanders hearing none declared the hearing closed.

C) Discussion and possible action regarding the establishment of the School Street Affordable Housing Development and Tax Increment Financing District, the adoption of a Development Program for the District, and the Authorization of a Credit Enhancement Agreement with 32 BB School St., LP.

Councilors discussed with representatives of Realty Resources Management (Bill Pearse, Chief Financial Officer, Heather Deane, Director of Operations, and Nicole Lorentzen, Development Officer) some of the changes to the property and the redesigning of units that will be made to make units ADA compliant.

Councilors discussed their support for the request which will help ensure that housing opportunities such as these continue to be available to the citizens of Belfast who need them and thanked representatives of Realty Resources Management for continuing to provide an important resource to the City of Belfast.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to approve the supplied City Council resolution; sign the supplied City Council resolution and have it certified by the City Clerk; and authorize the City Manager to sign the affordable housing development and tax increment financing district application, the credit enhancement agreement, and any related and necessary documents. This motion was approved, 5-0.

D) Request to accept the 2021 Agreement for Management of the City Park Pool with the Waldo County YMCA.

City Manager Erin Herbig reviewed the finalized agreement with Council, requesting that the Council formally accept this agreement and to expend up to \$1,000 to assist the Waldo County YMCA with insurance expenses related to operating the City Park Pool. Manager Herbig provided an update on the City Park Pool opening date.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the 2021 Agreement for Management of the City Park Pool with the Waldo County YMCA and to expend up to \$1,000 to assist the Waldo County YMCA with insurance expenses related to operating the City Park Pool with funding to come from Park Pool Operation Costs account #610-583. This motion was approved, 5-0.

E) Request by the Parks and Recreation Director to purchase a used pick-up truck.

City Manager Erin Herbig requested this item be tabled until the August 3rd Council Meeting so that the Parks & Recreation Director can be available to present and answer any questions that Council may have.

Councilor Harkness, seconded by Councilor Mortier, made a motion to table item 10) E request by the Parks and Recreation Director to purchase a used pick-up truck until August 3rd, 2021. This motion was approved, 5-0.

F) Request from the Belfast Police Chief to remove a tree in the Police Department Parking Lot.

Police Chief Gerry Lincoln reviewed the request to remove the tree to add two additional spaces in the Police Department parking lot.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the request to remove one City tree located in the Belfast Police Department parking lot. This motion was approved, 5-0.

G) Request to accept a Memorandum of Understanding with RSU #71 for the School Resource Officer.

Police Chief Gerry Lincoln reviewed the request to enter into a formal Memorandum of Understanding with RSU #71 for the School Resource Officer.

Councilor Dean, seconded by Councilor Hurley, made a motion to accept the Memorandum of Understanding with RSU #71 for the School Resource Officer. This motion was approved, 5-0.

H) Request by Airport Manager to authorize the acceptance of a grant award from the Federal Aviation Administration.

Airport Manager Kenn Ortmann reviewed the request to accept a grant award from the Federal Aviation Administration in the amount of \$668,200, and to authorize the City Manager to sign any necessary documents as part of that award.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to authorize the acceptance of a grant award from the Federal Aviation Administration in the amount of \$668,200, including authorizing the City Manager to sign any necessary documents as part of that award. This motion was approved, 5-0.

I) Request from the Fire Chief to purchase a refurbished, remounted ambulance on a 2021 Ford Chassis.

City Manager Erin Herbig reviewed the request to purchase a refurbished, remounted ambulance on a 2021 Ford Chassis from Autotronics of Bangor at \$111,360.00, to authorize the trade in of the 1985 Aerial Ladder for \$2,000.00 and the 2015 Chevrolet Ambulance for \$2,500.00 bringing the purchase price to \$106,860.00, and to authorize an additional \$2,000.00 for this ambulance to be detailed with lettering and graphics, bringing the total amount requested to \$108,860.00 with funding come from the Ambulance Capital Reserve Account.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to City purchase a refurbished, remounted ambulance on a 2021 Ford Chassis from Autotronics of Bangor at \$111,360.00, to authorize the trade in of the 1985 Aerial Ladder for \$2,000.00 and the 2015 Chevrolet Ambulance for \$2,500.00 bringing the purchase price to \$106,860.00, and to authorize an additional \$2,000.00 for this ambulance to be detailed with lettering and graphics,

bringing the total amount requested to \$108,860.00 with funding come from the Ambulance Capital Reserve Account. This motion was approved, 5-0.

J) Request from the Fire Chief to appoint Brittany Whittlesay as a full-time Paramedic/Firefighter for the City of Belfast Fire and Ambulance Department.

City Manager Erin Herbig reviewed the request to appoint Brittany Whittlesay as a full-time Paramedic/Firefighter for the City of Belfast Fire and Ambulance Department.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to appoint Brittany Whittlesay as a full-time Paramedic/Firefighter for the City of Belfast Fire and Ambulance Department. This motion was approved, 5-0.

K) Request to accept a donation of \$100.00 to the Belfast Fire Department.

No discussion.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to accept a donation of \$100.00 to the Belfast Fire Department with the funds to be applied to the Jaws of Life account (1-2100-00). This motion was approved, 5-0.

L) Request to go into 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 8:51 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 9:31 p.m. This motion was approved, 5-0.

M) Signing of Council Orders and housekeeping items.

Council Order # 1 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$57.00 per ton for winter road salt from Harcros Chemicals. Funding is to come from account #410-570. (Approved July 6, 2021)

Council Order # 2 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$2.3105 per gallon for diesel fuel from Maritime Energy. Funding is to come from account #410-567. (Approved July 6, 2021)

Council Order # 3 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$104,500.00 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. Funding is to come from account # 410-535 Purchase of Equipment. (Approved July 6, 2021)

Council Order # 4 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$87,500.00 to purchase 2021 International Truck from Colwell Diesel. Funding is to come from account # 410-535 Purchase of Equipment. (Approved July 6, 2021)

Council Order # 5 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up \$500.00 per lot to purchase potential alleged or claimed interests in and to the “Residential Purposes” understanding language, as referenced in a deed from Harriet L. Hartley to Fred R. Poor in a deed recorded in Book 452 Page 205 of the Waldo County Registry of Deeds, to each real property owner of record who could claim or allege an interest in said “Residential Purposes” understanding, to include each Lot Owner(s) of real estate depicted on Tax Map 29, Lots 31, 32, 33, 34, 35 and 38, as further described on page 58 of the Charest Appraisal Report; said sums to be offered in exchange for release deeds to the City of Belfast of said “Residential Purposes”. Funding is to come from the Undesignated Fund Balance. (Approved July 8, 2021)

Council Order # 6 Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,000 to assist the Waldo County YMCA with insurance expenses related to operating the City Park Pool. Funding is to come from Park Pool Operation Costs account # 610-583. (Approved July 20, 2021)

Council Order # 7 Signed by Councilor Harkness Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$108,860.00 to purchase a refurbished, remounted ambulance on a 2021 Ford Chassis from Autotronics of Bangor at \$111,360.00, to authorize the trade in of the 1985 Aerial Ladder for \$2,000.00 and the 2015 Chevrolet Ambulance for \$2,500.00 bringing the purchase price to \$106,860.00, and to authorize an additional \$2,000.00 for this ambulance to be detailed with lettering and graphics, bringing the total amount requested to \$108,860.00. Funding is to come from the Ambulance Capital Reserve Account. (Approved July 20, 2021)

Council Order # 8 Signed by Councilor Harkness Ordered That:

The City Manager and the City Treasurer are authorized to accept a donation of \$100.00 to the Belfast Fire Department. Funding is to be applied to the Jaws of Life account (1-2100-00). (Approved July 20, 2021)

11) Communications

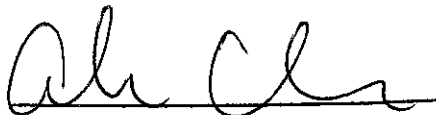
No communications.

12) Adjourn

Councilor Harkness, seconded by Councilor Bonneville, made a motion to adjourn the meeting at 9:31 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