

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, September 21, 2021**

6:30 p.m. 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 6:30 p.m. This motion was approved, 5-0.

Councilor Mortier, 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 6:57 p.m. This motion was approved, 5-0.

7:00 p.m. Regular Council Meeting

Due to the ongoing public health crisis, per Emergency Order adopted by the City Council on August 12, 2021, 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.

Regular Council Meeting No. 6

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 as follows:

- Add item **H) #1** Request by the Fire Chief to appoint Natasha Kosowski as a Per-Diem Paramedic/Firefighter and Joseph Donovan as a member of the roster for the Belfast Fire Service.

- Add item **H) #2** 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 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 September 7, 2021.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the minutes from Regular Council Meeting of September 7, 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.

No comments.

B. Organization and Department Reports

- Update from Director of Code and Planning regarding upcoming Ordinance Amendments for the Outside Rural areas.
- Councilor Hurley informed the Council that the Energy Committee will be coming before the Council to request funding for a support staff, they are looking for someone to assist the Committee who has experience with Energy projects.

7) Communications

Councilor Harkness noted the recent incident in which 350 pounds of tuna were donated to the Belfast Soup Kitchen and suggested the Council direct the City Manager to send a thank you note on behalf of the City Council.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a Lunch Wagon License permit application by Brian Beggardly d/b/a The Beggardly Group LLC (Cold Toes Tacos) located at 36 Marshall Wharf, Belfast, Maine, license to expire on December 31, 2021.

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

10) Business

- A) Authorization to cover the cost of burial services of City employee Stephen Mathieson.

City Manager Erin Herbig reviewed the request to expend up to \$5,000 for burial services with funding transferred from the Undesignated Fund Balance.

Councilors discussed the heartbreaking loss of Steve expressing their condolences to Steve's wife and family.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the request to expend up to \$5,000 for burial services, a donation to the Belfast Soup Kitchen and a potential memorial on the Belfast Rail Trail following recommendations from the Belfast Rail Trail and Harbor Walk Committee with funding transferred from the Undesignated Fund Balance. This motion was approved, 5-0.

- B) Request to adopt the commitment of property taxes and set the Mill Rate for the 2021 – 2022 Fiscal Year.

Interim Assessor Avis Winchester reviewed the three possible scenarios that are all at least one mil below the current rate at .0219, .0220, and .0223 with the City Council.

City Manager Erin Herbig and City Finance Director answered Council questions regarding the budget and expected revenues.

Councilor Mortier, seconded by Councilor Dean, made a motion to adopt the commitment of property taxes and set the Mill Rate for the 2021-2022 fiscal year at .0220. This motion was approved, 5-0.

- C) Further discussion on pedestrian access at Congress Street and Wales Park.

Engineer Mandy Olver of Olver Associates Inc. reviewed the redrafted the plans and answered Council questions regarding the proposal and concerns brought forward by citizens.

Councilors thoroughly discussed the proposal requesting that costs for the parking lot, storm water and surrounding ditch wok be brought back at the next Council meeting for further discussion.

Councilor Hurley, seconded by Councilor Bonneville, made a motion to expend up to \$4205.00 for engineering and pedestrian walkway through Wales Park as presented. This motion was approved, 5-0.

D) Request to accept and award the bids for the Wastewater Treatment Plant infrastructure improvement projects.

Bill Olver of Olver Associates Inc. reviewed the bids with Council recommending that the City award the bid to Penta Corporation in the amount of \$4,039,000.00 with the tank painting alternate deleted at this time.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bids and award the bid to Penta Corporation in the total amount of \$4,481,000.00 with alternate bids included. This motion was approved, 5-0.

E) Request from the Belfast Harbor Master and the Climate Crisis Committee for authorization to participate in the US Harbors Coastal Monitoring Program.

Harbor Master Kathy Given and Climate Crisis Committee Chair Jon Beal reviewed the request for authorization to participate in the US Harbors Coastal Monitoring Program.

Councilor Mortier, seconded by Councilor Hurley, made a motion to participate in the US Harbors Coastal Monitoring Program for the trial period and to authorize the City Manager to execute a license with Divirod to install, maintain, and operate the sensor. This motion was approved, 5-0.

F) First Reading on the 2021-2022 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.

City Manager Erin Herbig reviewed on behalf of General Assistance Administrator Jodie Stout the First Reading and is recommending that if approved by Council that the Public Hearing and Second Reading be held at the October 19th Council Meeting.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the First Reading on the 2021-2022 General Assistance Ordinance and State derived maximum benefits for General Assistance requests. This motion was approved, 5-0.

G) Request from the Economic Development Director to have the City enter into a contract with Revision Energy for Net Energy Billing Credits.

Economic Development Director Thomas Kittredge reviewed the request to have the City enter into a contract with Revision Energy for Net Energy Billing Credits and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to enter into a contract with ReVision Energy for purchasing Net Energy Billing Credits; and authorize the City Manager to sign any and all documents necessary for the execution of this contract. This motion was approved, 5-0.

H) Request by the Library Director to appoint Randi Box as a part-time Library Assistant for the Belfast Free Library.

City Manager Erin Herbig briefly reviewed the request on behalf of the Library Director.

Councilor Mortier, seconded by Councilor Dean, made a motion to appoint Randi Box as a part-time Library Assistant for the Belfast Free Library. This motion was approved, 5-0.

H) #1 Request by the Fire Chief to appoint Natasha Kosowski as a Per-Diem Paramedic/Firefighter and Joseph Donovan as a member of the roster for the Belfast Fire Service.

City Manager Erin Herbig reviewed the request on behalf of the Fire Chief.

Councilor Dean, seconded by Councilor Mortier, made a motion to appoint Natasha Kosowski as a Per-Diem Paramedic/Firefighter and Joseph Donovan as a member of the roster for the Belfast Fire Service. This motion was approved, 5-0.

H) #2 Request to go into Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A.

Councilor Bonneville, 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 9:57 p.m. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 11:00 p.m. This motion was approved, 5-0.

D) Signing of Council Orders and housekeeping items.

Council Order #24 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$4,611.05 for the Economic Development Director and the City Planner to attend the National Brownfields Training Conference and to have their eligible conference-related expenses covered/reimbursed by funds from the City's Brownfields Assessment Grant accounts #730-895 and #730-896. (Approved August 17, 2021)

Council Order #25 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,440.00 to be allocated from the Lowe Hangar Capital Reserve Account #730-834 to install gutters at the Lowe Hanger and Terminal Building and up to \$493.00 be allocated from the Airport Maintenance Account #640-594 for the work on the Airport Terminal Building. (Approved August 17, 2021)

Council Order #26 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$50,000.00 to pay for legal expenses from Attorney Bill Kelly regarding an ongoing real estate matter. Funding is to come from Undesignated Fund Balance and transferred to General Ledger Account #2305-00 Former Eckrote Property Waterfront Park. (Approved August 17, 2021)

Council Order #27 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$33,000 to cover cost associated with a full time Deputy Harbor Master position. Funding is to be transferred from the

Undesignated Fund Balance to the following accounts: \$8,700 to account 66-501, \$3,600 to account 180-528. \$2,700 to account 180-527, \$230 to account 180-529 and \$18,065 to account 180-530. (Approved September 7, 2021)

Council Order #28 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$170.00 for the purchase of a monitor for the Code & Planning department. Funding is to be transferred from the department’s Office Equipment Capital Reserve account to Account# 670-504 Supplies and Expenses. (Approved September 7, 2021)

Council Order #29 Signed by Councilor Mortier Ordered That:

Up to \$99,002.78 to be carried forward from the FY 2020-2021 to FY 2021-2022 from the following accounts:

TITLE	ACCT#	AMOUNT
CITY MANAGER, VEHICLE & SCHOOL EXPENSE	100-511	\$2,500
CITY CLERK, CODIFICATION	130-631	\$13,647.41
BOATHOUSE, BUILDING MAINTENANCE & REPAIRS	190-520	\$810.05
POLICE, SUPPLIES & EXPENSES	220-504	\$6,806.08
CABLE TV, VEHICLE MAINTENANCE & REPAIRS	250-536	\$470.22
SIDEWALKS	420-573	\$12,101
ROAD CONSTRUCTION	450-577	\$15,441.16
TREES, TREE MAINTENANCE	460-578	\$7,625
TREES, TREE PLANTINGS/GRANT	460-678	\$11,281.91
ECONOMIC DEVELOPMENT, VEHICLE & SCHOOL	580-511	\$550
PARKS & RECREATION, POOL OPERATION COSTS	610-583	\$1,628.23
PARKS & RECREATION, PARK TOILET	610-584	\$5,000

MAINTENANCE

HARBOR, HARBOR PROJECTS	660-600	\$7,692.20
ZONING, ENGINEERING & PROFESSIONAL	680-604	\$13,449.52
TOTAL		\$99,002.78

(Approved September 7, 2021)

Council Order #30 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,043.95 to cover the remaining balance of the invoice for repairs to the large overhead doors at the Boathouse. Funding is to be transferred from the Boathouse Maintenance Capital Reserve Account to the Building Maintenance Account. (Approved September 7, 2021)

Council Order #31 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$8,005.00 to test and update to current standards the necessary equipment at City Hall and 2 Franklin Street and to have Hutchins and Sons Masonry to replace the chimney liner to current compliance. Funding is to be transferred from the City Building Maintenance Capital Reserve to the City Building Maintenance, Repairs, and Misc. Operating Account. (Approved September 7, 2021)

Council Order #32 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$12,750.00 to cover City Hall contract cleaning services. Funding is to be transferred from the General Ledger Account City Building Rental Maintenance to the City Building Cleaning account #140-524. (Approved September 7, 2021)

Council Order #33 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$5,000 to cover the cost of burial services, a memorial on the Rail Trail and a donation to the Belfast Soup Kitchen in lieu of flowers for City employee Stephen Mathieson. Funding is to be transferred from the Undesignated Fund Balance. (September 21, 2021)

11) Communications

Councilor Harkness discussed the anniversary of the Low Power Radio Station.

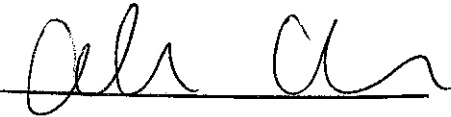
Councilor Hurley discussed the passing of former Mayor Mike Hall.

12) Adjourn

Councilor Harkness, seconded by Councilor Hurley, made a motion to adjourn the meeting at 11:01 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', is written over a horizontal line.

AMANDA CUSHMAN, BELFAST MAINE