

\*These are "Action Only" minutes. Video of comments may be found on recorded discs at City Hall or at [www.cityofbelfast.org](http://www.cityofbelfast.org).\*

**City of Belfast  
Council Chambers-Belfast City Hall  
Tuesday, October 19, 2021**

**6:30 p.m.** Council Work Session on Tax Assessment

**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. If you do not plan to speak at open to the public we encourage the public to stream the meeting on the City website [www.cityofbelfast.org](http://www.cityofbelfast.org), watch live on BEL TV channel 7 or channel 1303.**

**Regular Council Meeting No. 8**

**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**

Mayor Eric Sanders requested to amend the agenda to add item N) #1 Request to go into an Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Harkness, 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 October 5, 2021.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the minutes from Regular Council Meeting of October 5, 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. Chris Gardner of Belfast provided an update from the Pedestrian, Biking and Hiking Committee.
2. Lorraine Brown of Swanville noted that she was here on behalf of the request from the Volunteers of American on the agenda, and is available if Council has any questions.

## **B. Organization and Department Reports**

- Update from Waterfall Arts.
- Councilor Harkness provided an update from WBFY Community Radio.
- City Manager Erin Herbig informed the public regarding the new closed caption option during Council and committee meetings, she reminded the public that the next Council Meeting is on Monday, November 1, 2021, and Election Day is on Tuesday, November 2, 2021 and the City Clerk's Office will be closed on that day.

## **7) Communications**

Councilor Bonneville thanked Public Works for their work on the Wales Park pathway.

Councilor Harkness discussed recent article in Bangor Daily News regarding conflict with solar and farm land.

Councilor Hurley discussed need to look at safe access to water at Highview Terrace and encouraged public to watch the Work Session on Tax Assessment.

City Manager Erin Herbig provided an update on the Wales Park pathway project and the water access at Highview Terrace and reminded the public that leaf pick-up inside the bypass will begin on October 25, 2021.

Mayor Sanders noted that the Council's thoughts are with the family of Joy MacDonald, a missing Belfast citizen, and requested that if anyone has any information to contact the Belfast Police Department.

## **8) Old Business and Council Committee Reports**

Mayor Sanders had a request from the Climate Crisis Committee to have a Council member serve on the committee and to hold a Work Session with the committee. Council unanimously agreed to hold a Work

Session with the Climate Crisis Committee on Tuesday, November 30<sup>th</sup> at 7pm along with a discussion on Council Goals following that at 8pm.

**9) Permits, Petitions and Licenses - Consent Agenda**

No items.

Councilor Hakness, seconded by Councilor Mortier, made a motion to accept the Consent Agenda. This was approved, 5-0.

**10) Business**

**A) Presentation on the 2021-2022 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.**

General Assistance Administrator Jodie Stout presented these proposed amendments and answered Council questions.

**B) Public Hearing on the 2021-2022 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.**

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

**C) Second Reading on the 2021-2022 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.**

City Manager Erin Herbig noted that the General Assistance Administrator is recommending that the Council approved the 2021-2022 General Assistance Ordinance, but that they do not accept the State derived maximum benefits for General Assistance.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the Second Reading on the 2021-2022 General Assistance Ordinance. This was approved, 5-0.

**D) Request to implement the 2021 Curbside Belfast (Phase IV) program on November 1, 2021.**

City Manager Erin Herbig reviewed the request to implement the 2021 Curbside Belfast (Phase IV) program on November 1, 2021 and answered Council questions.

Councilors discussed how they would like to proceed with the Curbside Program in the future.

Councilor Harkness, seconded by Councilor Mortier, made a motion to accept the request to implement the 2021 Curbside Belfast (Phase IV) program on November 1, 2021. This was approved, 5-0.

**E)** Request to accept a new Facility Use Request by Waldo County YMCA for use of Walsh Field on Saturday, October 16, 2021, for the Waldo County Youth Soccer Tournament event.

Parks and Recreation Director Norm Poirier reviewed the Facility Use Request by Waldo County YMCA for use of Walsh Field on Saturday, October 16, 2021, for the Waldo County Youth Soccer Tournament event, and answered Council questions.

Councilor Bonneville, seconded by Councilor Hurley, made a motion to accept the new Facility Use Request by Waldo County YMCA for use of Walsh Field on Saturday, October 16, 2021, for the Waldo County Youth Soccer Tournament event. This was approved, 5-0.

**F)** Request to accept a new Facility Use Request by Volunteers of America for use of Beaver Street on Saturday, October 23, 2021, for their Open House event.

Parks and Recreation Director reviewed the Facility Use Request by Volunteers of America for use of Beaver Street on Saturday, October 23, 2021, for their Open House event, and answered Council questions.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the new Facility Use Request by Volunteers of America for use of Beaver Street on Saturday, October 23, 2021, for their Open House event. This was approved, 4-0 (Councilor Bonneville was having technical difficulties).

**G)** Discussion regarding the development of the new position within the Economic Development Department.

Economic Development Director Thomas Kittredge and City Manager Erin Herbig reviewed the proposed development of the new position within the Economic Development Department and answered Council questions.

**H) Consideration of the removal of eight City street trees.**

Councilor Hurley reviewed the following trees and provided his recommendation:

53 Lincolnville Ave- Councilor Hurley recommends removal.

16 Church Street- Councilor Hurley recommends pruning off the top of the tree.

69 Lincolnville Ave - Councilor Hurley recommends removal.

224 High Street (located on Primrose Street) - Councilor Hurley recommends removal.

26 Congress Street - Councilor Hurley recommends removal.

16 Armstrong Road- Councilor Hurley recommends removal.

8 Church St (two trees on Spring Street at the intersection with Church Street in front of the Church) – Councilor Hurley recommends removal of the tree closer to the corner, review the other tree again in the spring.

54 Huntress Ave (tree limb) – Councilor Hurley recommends pruning of the limb.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the recommendations as presented by Councilor Hurley. This was approved, 5-0.

**I) Request to go out to bid on two tax foreclosed properties.**

Finance Director Theresa Butler and City Manager Erin Herbig reviewed the request to go out to bid on the properties located at 39 Smart Road and Marsh Road and answered Council questions regarding the properties and the process moving forward.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the request to go out to bid on two tax foreclosed properties. This was approved, 5-0.

**J) Request to create a City of Belfast American Rescue Plan Funding Account to accept American Rescue Plan Funding.**

City Manager Erin Herbig reviewed the request to create a City of Belfast American Rescue Plan Funding Account to accept American Rescue Plan Funding which includes the City's first installment totaling \$352,703.97 from the federal government through the State of Maine and \$20,000.00 from the County of Waldo as a portion of their American Rescue Plan Funding gifted to the City.

Councilor Mortier, seconded by Councilor Hurley, made a motion to accept the request to create a City of Belfast American Rescue Plan Funding Account #730-911 to accept American Rescue Plan Funding. This was approved, 5-0.

**K) Request to create a School Stabilization Account.**

City Manager Erin Herbig reviewed the request to create a School Stabilization Account which will serve as a safety net creating increased stabilization for future City budgets should school funding increase and answered Council questions.

Councilor Bonneville, seconded by Councilor Mortier, made a motion to accept the request to create a School Stabilization Account #1-2346-00 to place \$268,451.00. This was approved, 5-0.

**L) Consideration of an Order entitled "City of Belfast, Maine 2021 General Obligation Bond Not To Exceed \$410,000" for the proposed issuance of a general obligation bond to be issued by the City of Belfast to a lender in a principal amount not to exceed \$410,000, the proceeds to be used for the purpose of paying all or a portion of the costs associated with the design and construction of the Jet A fuel component of the fuel farm at the Airport owned by the City and facilities, equipment or both functionally related and subordinated to the foregoing.**

City Manager Erin Herbig reviewed the request and read the Order.

Councilor Mortier, seconded by Councilor Hakness, made a motion pursuant to Article II, Section 11(d) of the City Charter to waive the requirement for a reading of this Order on two separate days. This was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to adopt the foregoing Order entitled "City of Belfast, Maine 2021 General Obligation Bond Not To Exceed \$410,000" for the issuance to a lender by the City of Belfast to a lender in a principal amount not to exceed \$410,000, the proceeds to be used for the purpose of paying all or a portion of the costs associated with the design and

construction of the Jet A fuel component of the fuel farm at the Airport owned by the City and facilities, equipment or both functionally related and subordinated to the foregoing. This was approved, 5-0.

M) Request to approve a CMP pole permit for one new pole on Pitcher Road.

City Manager Erin Herbig reviewed the request.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the request to approve a CMP pole permit for one new pole on Pitcher Road. This was approved, 5-0.

N) Request to approve a CMP pole permit for four existing and two new poles on Jesse Robbins Rd.

City Manager Erin Herbig reviewed the request.

Councilor Dean, seconded by Councilor Mortier, made a motion to accept the request to approve a CMP pole permit for four existing and two new poles on Jesse Robbins Rd. This was approved, 5-0.

N) #1 Request to go into an Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E.

Councilor Mortier, seconded by Councilor Harkness, made a motion to go into Executive Session on a Legal matter pursuant to 1 M.R.S.A. 405 (6) E at 9:15 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 at 9:59 p.m. This motion was approved, 5-0.

O) Signing of Council Orders and housekeeping items.

**Council Order #39** Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to accept American Rescue Plan Funding, which includes the City’s first installment totaling \$352,703.97 from the federal government through the State of Maine and \$20,000.00 from the County of Waldo as a portion of their American Rescue Plan Funding gifted to the City. Funding is to go into the newly created City of Belfast American Rescue Plan Funding Account #730-911. (Approved October 19, 2021)

**Council Order #40** Signed by Councilor Dean Ordered That:

The City Manager and the City Treasurer are authorized to create a School Stabilization Account #1-2346-00 and to place \$268,451.00, which is the balance from the adjusted Fiscal Year 2021-2022 School Appropriation to RSU 71 into that account. (Approved October 19, 2021)


**11) Communications**

Mayor Sanders reminded Council reminded Council of swearing in ceremony the following Monday after the Election.

**12) Adjourn**

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn at 9:59 p.m. This motion was approved, 5-0.

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