

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 21, 2022**

6:00 p.m. Committee Interviews

6:30 p.m. Request to go into Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C.

Councilor Bonneville, seconded by Councilor Dean, made a motion to go into Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 6:36 p.m. This motion was approved, 4-0 (Councilor Harkness arrived at 6:40 p.m.

Councilor Hurley, seconded by Councilor Mortier, made a motion to adjourn the Executive Session on an Economic Development matter pursuant to 1 M.R.S.A. 405 (6) C at 7:07 p.m. This motion was approved, 5-0.

7:10 p.m. Regular Council Meeting

All City Council Meetings and City Committee Meetings will be conducted in-person at Belfast City Hall, effective May 3, 2022.

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 Assistant to the City Manager Manda Cushman.
- 3) Pledge of Allegiance**
- 4) Adoption of the agenda**

Councilor Harkness, 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 7, 2022.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from Regular Council Meeting of June 7, 2022. This motion was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received 10 emails and 0 postal mail, prior to noon today which were shared with Council before the start of the Council meeting to be included as part of the Open to the Public.

No members of the public were present.

B. Organization and Department Reports

- Update from the Parks & Recreation Director regarding upcoming City events and the City Park Pool.
- City Manager Erin Herbig notified the public of the upcoming listening session regarding the Wight Street Project on Monday, June 27th and informed the public of the City of Belfast Facility closures for Monday, July 4th.

7) Communications

Councilor Bonneville thanked the Public Works Department for their work on Congress Street.

Councilor Harkness warned the public to be careful if outside due to Browntail Moths.

Councilor Hurley requested a follow-up on the Browntail Moth treatment that was conducted on City owned property this past Spring, welcomed the new editor for the Republican Journal and thanked the Public Works Department for the installation of a ramp in front of the Colonial Theatre as well as other locations throughout downtown.

Mayor Sanders discussed new signage at Wales Park and requested it be placed on the next Council Meeting for further discussion.

8) Old Business and Council Committee Reports

- Consideration of appointments to the Pedestrian, Biking and Hiking Committee.

Councilor Dean, seconded by Councilor Hurley, made a motion to move Bill Durkin from an alternate member to a full member, to appoint David Loxterkamp as a full member and to appoint Cara Harshman as an alternate member to the Pedestrian, Biking and Hiking Committee. This motion was approved, 5-0.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve a qualified catering permit for Maurer & Partners Corp. d/b/a Stone Cove Catering for a private event at the Wentworth Event Center, 139 Searsport Ave., Belfast on July 2, 2022 from 5:00 p.m. to 8:00 p.m.
- B. Request to approve a qualified catering permit for Maurer & Partners Corp. d/b/a Stone Cove Catering for a private wedding event at the Wentworth Event Center, 139 Searsport Ave., Belfast on July 3, 2022 from 4:00 p.m. to 10:00 p.m.
- C. Request to approve an application by Belfast Area Chamber of Commerce for an Incorporated Civic Organization license for the Arts in the Park event being held 10:00 a.m. to 4:00 p.m. on June 25 and June 26, 2022 located at the Belfast Boathouse, 34 Commercial Street, Belfast.
- D. Request to approve a Lunch Wagon License permit application by Robert Rothwell d/b/a Bob's Ugly Bagels located at 47 Main Street, Belfast, Maine, license to expire on December 31, 2022.
- E. Request to approve an application for 3 coin operated machines for Bowen's Tavern LLC d/b/a Bowen's Tavern located at 181 Waterville Road, Belfast, ME.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to approve the Consent Agenda. This motion was approved, 5-0.

10) Business

- A) Consideration of a proposal by Our Town Belfast to install chairs throughout downtown Belfast.

Amanda Cunningham Executive Director of Our Town Belfast and Councilor Mortier, Our Town Belfast Board Chair, discussed the proposal to install chairs throughout downtown Belfast and answered Council questions.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to approve the proposal by Our Town Belfast to install chairs throughout downtown Belfast, as presented. This motion was approved, 5-0.

B) Request from the Wastewater Superintendent to appoint Kyle Barton as the new Wastewater Operator I Position.

Wastewater Superintendent Travis Jones recommended Kyle Barton as the new Wastewater Operator I Position and introduced him to the City Council.

Councilors welcomed Kyle Barton.

Councilor Harkness, seconded by Councilor Hurley, made a motion to appoint Kyle Barton as the new Wastewater Operator I Position. This motion was approved, 5-0.

C) Request from the Chief of Police to confirm Lewis Dyer as a part-time Police Officer for the City of Belfast Police Department.

City Manager Erin Herbig reviewed the request to confirm Lewis Dyer as a part-time Police Officer for the City of Belfast Police Department.

Councilor Dean, seconded by Councilor Hurley, made a motion to confirm Lewis Dyer as a part-time Police Officer for the City of Belfast Police Department. This motion was approved, 5-0.

D) Request to confirm various positions within the City of Belfast Fire and Ambulance Department.

City Manager Erin Herbig reviewed the following recommended appointments to the City of Belfast Fire and Ambulance Department:

1. Jackson Winslow as a paid per call Firefighter.
2. Robert Banks, Kyle (KJ) Payson, and Kayden Richards as Jr. Firefighters.
3. Roland Littlefield and Cynthia Joseph as Ambulance Drivers.

Councilor Mortier, seconded by Councilor Hurley, made a motion to confirm Jackson Winslow as a paid per call Firefighter, Robert Banks, Kyle (KJ) Payson, and Kayden Richards as

Jr. Firefighters and Roland Littlefield and Cynthia Joseph as Ambulance Drivers for the City of Belfast Fire and Ambulance Department. This motion was approved, 5-0.

E) Presentation on the proposed 2022 – 2023 City Budget.

City Manager Erin Herbig reviewed the proposed 2022 – 2023 City Budget.

F) Public Hearing on the proposed 2022 – 2023 City Budget.

Mayor Sanders asked for proponents and opponents.

1. Marina Kinney of Waldo CAP thanked the City Council for their financial support.

Mayor Sanders declared the hearing closed.

G) Discussion and possible vote on the proposed 2022 – 2023 City Budget.

Councilors discussed the proposed 2022 – 2023 City Budget and thanked staff who worked on it.

Councilor Mortier, seconded by Councilor Harkness, made a motion to approve the proposed 2022 – 2023 City Budget, as presented. This motion was approved, 5-0.

H) Request from the Harbor Master to appropriate extra funds to replace fuel lines at the Harbor.

Harbor Master Kathy Given reviewed the request to appropriate extra funds to replace fuel lines at the Harbor and answered Council questions.

Councilor Harkness, seconded by Councilor Hurley, made a motion to approve the amount of \$1,285.28 to come from the 1-2200-00 Harbor Diesel account to pay for two additional 50' fuel hoses. This motion was approved, 5-0.

D) Request from the Parks and Recreation Director to transfer \$4,400.00 from the Parks Equipment Capital Reserve to purchase a zero-turn mower.

Parks and Recreation Director Norm Poirier reviewed the request to transfer \$4,400.00 from the Parks Equipment Capital Reserve to purchase a zero-turn mower.

Councilor Bonneville, seconded by Councilor Hurley, made a motion to transfer up to \$4,400.00 from the Parks Equipment Capital Reserve account to their operating budget to purchase a zero-turn mower. This motion was approved, 5-0.

J) Request from the Cemetery Superintendent for authorization to sell sections of the old Doak Road Cemetery fencing.

Cemetery Superintendent Leigh Wilcox reviewed the request for authorization to sell sections of the old Doak Road Cemetery fencing and answered Council questions.

Councilor Dean, seconded by Councilor Mortier, made a motion to authorize the Cemetery Superintendent to sell the old Doak Road Cemetery fence first come first serve as initially proposed rather than by lottery. This motion was approved, 5-0.

K) Consideration of a letter to Federal and State Elected Officials regarding gun violence.

Councilors Harkness and Bonneville reviewed the draft letter to Federal and State Elected Officials regarding gun violence.

Councilor Hurley, seconded by Councilor Dean, made a motion to approve and send the letter to Federal and State Elected Officials regarding gun violence, as presented. This motion was approved, 5-0.

L) Request to remove three trees in the City Right of Way.

City Manager Erin Herbig reviewed the request to remove three trees in the City Right of Way.

Councilors discussed each location and how to proceed, unanimously deciding on the following:

220 Main Street (1 tree), Council agreed to a low expense prune.

66 Northport Ave (1 tree), Council agreed to prune.

85 Cedar Street (1 tree), Council agreed to remove.

N) Signing of Council Orders and housekeeping items.

Council Order #98 Signed by Councilor Hurley Ordered That:

**AMENDMENTS TO CITY CODE OF ORDINANCE
CHAPTER 58 TRAFFIC AND VEHICLES,
ARTICLE II STOPPING, STANDING AND PARKING
SEC. 58-39 SPECIFIC RESTRICTIONS**

Editor's Note: All text shown in black font is current text in the adopted City Code of Ordinances, Chapter 58 Traffic and Vehicles. **All text shown in red font** is new language that is proposed to be added. ~~All text shown with blue strike through~~ is to be removed. (See attached text of adopted amendments).

First Reading: May 3, 2022

Second Reading: June 7, 2022

(Approved on June 7, 2022)

Council Order #99 Signed by Councilor Harkness Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$1,285.28 to pay for two additional 50' fuel hoses. Funding is to come from the Harbor Diesel account # 1-2200-00.

(Approved on June 21, 2022)

Council Order #100 Signed by Councilor Bonneville Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$4,400.00 from the Parks Equipment Capital Reserve account to their operating budget to purchase a zero-turn mower. (Approved on June 21, 2022)

Council Order #101 Signed by Councilor Mortier Ordered That:

Fiscal Year

2022-2023

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, 2022.

	Unit Subtotals
<u>Administration</u>	
City Manager's Office	\$340,771
Finance Department	\$182,871
Assessing Department	\$134,159
City Clerk's Department	\$231,535
City Building Maintenance	\$239,548
Elections and Registrations	\$17,036
Employee Benefits	\$1,950,042
Boathouse	\$14,850
Total	

Protection

Fire Department	\$410,532
Police Department	\$1,507,832
Street Lights	\$37,000
Hydrant Rental	\$445,688
Cable Television	\$43,300
Municipal Insurance	\$346,422
Ambulance Department	\$911,067
Animal Control	\$10,500
School Crossing Guards	\$14,420
Total	

Fiscal Year

2022-2023

Appropriation Resolve

Unit Subtotals

EMA Director

STATE AGENTS

Public Works

Public Works Department	\$1,452,934
Sidewalk Improvement/Maintenance	\$120,000
Transfer/Recycling Center	\$476,736
Road Construction	\$500,000
Tree Program	\$32,000
Total	

Social Services

General Assistance	\$90,000
GA Director and Expenses	\$49,874
Misc. Social Services	\$191,462
Total	

Economic Development

Parks and Recreation

Library

Cemeteries

Airport

Misc. Promotional

Harbor

Planning & Zoning

Planning and Community Development	\$298,702
Engineering/Professional Services	\$10,000
Zoning Board of Appeals	\$1,500
Total	

Misc. Unclassified

MMA Dues	\$7,869
----------	---------

Fiscal Year

2022-2023

Appropriation Resolve

Capital Projects	\$78,150
Debt Service	\$636,705
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, 2022 or you may pay in two installments; the first payment by October 1, 2022 and the second payment by March 1, 2023. Interest shall be charged on the first installment at an annual rate of 4% from October 2, 2022. Interest will be charged on the second installment at an annual rate of 4% from March 2, 2023. Payments received by mail shall be post marked no later than October 1, 2022 & March 1, 2023. In respect to refunded tax abatements and refunded overpayments an annual rate of 4% shall be paid. In addition 4% interest per annum shall be charged on all unpaid sewer user fees when not paid by the due date.

(Approved June 21, 2022)

11) Communications

Councilor Hurley provided an update on the Street Party which is scheduled for Monday, August 1st and informed the public that they are in need of volunteers.

Councilor Dean discussed the need for proactive tree maintenance.

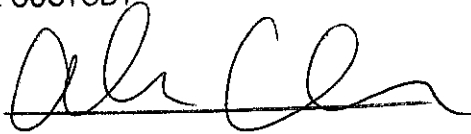
Councilor Mortier welcomed the new editor for the Republican Journal.

12) Adjourn

Councilor Harkness, seconded by Councilor Mortier, made a motion to adjourn at 9:19 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