

\*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 18, 2022**

**7:00 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. 8**

**1) Call to order**

- 2) Present:** Mayor Eric Sanders (via zoom), 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 requested to amend to the Consent Agenda to move item **9.E** to the regular business agenda as item **10.B #1**.

Councilor Harkness, seconded by Councilor Hurley, made a motion to adopt the agenda, amended. This motion was approved, 5-0.

**5) Acceptance of the minutes**

Regular Council Meeting of October 4, 2022.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the minutes from the Regular Council Meeting of October 4, 2022. This motion was approved, 5-0.

**6) A. Open to the public**

City Manager Erin Herbig noted that Council received 1 email 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.

1. Nick Cody provided an update on the Skate Park fundraiser event on October 29<sup>th</sup> at 1:00 p.m.
2. Duncan Bond of Belfast discussed his request to have a City tree removed at his property on Spring Street.
3. Our Town Belfast Executive Director Amanda Cunningham informed the public of the “Keeping Belfast Boo-tiful” event this weekend.

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

- Update from City Clerk Amy Bradford regarding the November 8<sup>th</sup> Election.
- Update from City Manager Erin Herbig regarding winter parking and rescheduling the Work Session on Belfast Yards for Tuesday, October 25, 2022 at 7:00 p.m.

### **7) Communications**

Councilors discussed the passing of citizens Chip Wick, Ruffy Loblein and Mary Grant.

Councilor Mortier discussed recent concussion and thanked the Belfast Ambulance Service.

Councilor Hurley discussed the recent event at the Library regarding City of Belfast street trees and discussed housing crisis.

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

- Update from the Cemetery Trustees regarding their proposal to update cemetery records. Councilors unanimously supported their proposal and thanked those who are volunteering their time to take this project on.

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

- A. Request to approve an Incorporated Civic Organization License for Belfast Maskers for the Halloween Ball & Art Auction event located at 17 Court Street, Belfast, Maine on October 22, 2022 from 6:00 p.m. to 10:00 p.m.

- B.** Request to approve an off-premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a Class Reunion on October 8, 2022 from 3:00 p.m. to 10:00 p.m. located at 20 Northport Ave., Belfast, Maine.
- C.** Request to approve an off-premises catering permit for Bell the Cat Inc. d/b/a Bell the Cat Inc. for a private wedding on October 22, 2022 from 1:00 p.m. to 4:00 p.m. located at 34 Commercial Street, Belfast, Maine.
- D.** Request from the Fire Chief to confirm Brandon Waterman as a on-call volunteer Firefighter for the Belfast Fire Department.

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

## **10) Business**

**A)** Request from the Police Chief to confirm Gabriel Jones as a full-time Police Officer for the Belfast Police Department.

Police Chief Bobby Cormier reviewed the request to confirm Gabriel Jones as a full-time Police Officer for the Belfast Police Department.

Councilor Harkness, seconded by Councilor Hurley, made a motion to confirm Gabriel Jones as a full-time Police Officer for the Belfast Police Department. This motion was approved, 5-0.

**B)** Request from the Police Chief to confirm Kevin Littlefield as a full-time Police Officer for the Belfast Police Department.

Police Chief Bobby Cormier reviewed the request to confirm Kevin Littlefield as a full-time Police Officer for the Belfast Police Department and noted that he has been selected to serve as the new School Resource Officer.

Councilor Dean, seconded by Councilor Bonneville, made a motion to confirm Kevin Littlefield as a full-time Police Officer for the Belfast Police Department. This motion was approved, 5-0.

**B) #1.** Request from the Chief of Police to confirm Joshua Barnes as a part-time Police Officer for the Belfast Police Department.

Police Chief Bobby Cormier reviewed the request to confirm Joshua Barnes as a part-time Police Officer for the Belfast Police Department.

Councilor Harkness, seconded by Councilor Mortier, made a motion to confirm Joshua Barnes as a part-time Police Officer for the Belfast Police Department. This motion was approved, 5-0.

**C)** Request from the Library Director to appoint Crystal Vaccaro as a full-time Library Assistant for the Belfast Free Library.

Library Director Steve Norman reviewed the request to appoint Crystal Vaccaro as a full-time Library Assistant for the Belfast Free Library.

Councilor Hurley, seconded by Councilor Harkness, made a motion to appoint Crystal Vaccaro as a full-time Library Assistant for the Belfast Free Library. This motion was approved, 5-0.

**D)** Discussion and authorization to implement a 2022-2023 Winter Curbside Program.

City Manager Erin Herbig and Director of Code and Planning Bub Fournier reviewed the proposal to implement a 2022-2023 Winter Curbside Program and requested Council direction on how to proceed.

Councilors discussed the program last year verses this year and requested that the following additions be added to the winter program requirements:

- Winter Curbside license fee similar to lunch wagon or victualer's, and annual lease fees for the City space for a 6-month period will be \$250.00.
- Use this outdoor space with the requirement that the business be open for business 3 out of 7 days per week, with the allowance of a temporary closure for up to 2 weeks.

Councilor Bonneville, seconded by Councilor Dean, made a motion to implement a 2022-2023 Winter Curbside Program, with additions to the fee and open requirement as discussed. This motion was approved, 4-1 (Councilor Mortier opposed).

**E) Presentation on the 2022-2023 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.**

General Assistance Administrator Kristi Osgood gave a presentation on the 2022-2023 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.

**F) Public Hearing on the 2022-2023 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.

**G) Second Reading on the 2022-2023 General Assistance Ordinance and State derived maximum benefits for General Assistance requests.**

Councilors briefly discussed the requirements of the program.

Councilor Dean, seconded by Councilor Harkness, made a motion to accept the 2022-2023 General Assistance Ordinance and State derived maximum benefits for General Assistance requests as presented. This motion was approved, 5-0.

**H) Request to remove trees at various locations within the City Right of Way.**

Public Works Director and Tree Warden Bob Richards reviewed the following trees with Council:

- 16 Cottage Street
- 10 Mayo Street
- Corner of Spring/Cedar Street
- 38 Spring Street (2 trees)
- Corner of Primrose/High Street

- 103 Cedar Street

Councilors discussed the trees and got more information from property owners Pam McKeen and Duncan Bond regarding their requested removals.

Councilor Hurley, seconded by Councilor Bonneville, made a motion to remove the trees located at 16 Cottage Street, 10 Mayo Street, 38 Spring Street (2 trees), Corner of Primrose/High Street and 103 Cedar Street. This motion was approved, 5-0.

Councilor Mortier, seconded by Councilor Harkness, made a motion to remove the tree at the Corner of Spring/Cedar Street. This motion was approved, 3-2 (Councilors Bonneville and Hurley opposed).

**I) Request from the Parks and Recreation Director to approve signage at Pendleton Park.**

Parks and Recreation Director Norm Poirier reviewed the proposed signage for Pendleton Park and suggested the inclusion of placing a directional arrow as well.

Councilors discussed signage and if any additional information regarding the type of park should be included.

Councilor Harkness, seconded by Councilor Hurley, made a motion to approve signage for Pendleton Park, as presented with the inclusion of a directional arrow. This motion was approved, 4-1 (Councilor Dean opposed).

**J) Request to approve a new Facility Use Request by the Skate Park Committee to host a skating competition at the Overlock Skate Park on Saturday, October 29, 2022, from 1:00 p.m. to 4:00 p.m.**

Parks and Recreation Director Norm Poirier reviewed the Facility Use Request by the Skate Park Committee to host a skating competition at the Overlock Skate Park on Saturday, October 29, 2022, from 1:00 p.m. to 4:00 p.m.

Councilor Hurley discussed more City involvement in the Skate Park Committee's future fundraising efforts.

Councilor Bonneville, seconded by Councilor Harkness, made a motion to approve the Facility Use Request by the Skate Park Committee to host a skating competition at the Overlock

Skate Park on Saturday, October 29, 2022, from 1:00 p.m. to 4:00 p.m. This motion was approved, 5-0.

**K)** Consideration of a draft letter to Central Maine Power (CMP) regarding the removal of former transmission poles.

City Manager Erin Herbig reviewed the draft letter to Central Maine Power (CMP) regarding the removal of former transmission poles and noted that Councilor Bonneville had submitted an updated letter with recommended edits.

Councilors requested that a letter also be sent to the Public Utilities Commission (PUC).

Councilor Harkness, seconded by Councilor Hurley, made a motion to approve the to the draft letter to Central Maine Power (CMP) and a letter to the Public Utilities Commission (PUC) regarding the removal of former transmission poles, including edits from Councilor Bonneville. This motion was approved, 5-0.

**L)** Signing of Council Orders and housekeeping items.

## **11) Communications**

Councilor Harkness noted that for their first time in a long time Council had more than one vote that was not unanimous and thanked Council for always being respectful of one another even when they don't agree.

Councilor Hurley addressed the tree inventory and current GIS mapping that is being done.

Mayor Sanders thanked Council for having him Zoom into the meeting and discussed recent request from the BAHS to have prom at the Boathouse this year.

City Manager Erin Herbig noted that Assistant to the City Manager Manda Cushman just celebrated her 9-year anniversary working for the City of Belfast.

## **12) Open to the Public**

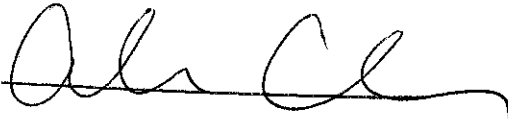
No comments.

**13) Adjourn**

Councilor Dean, seconded by Councilor Bonneville, made a motion to adjourn at 9:57 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