

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, March 7, 2023**

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 Dean, 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 Harkness, seconded by Councilor Dean, made a motion to adjourn the Executive Session on a Personnel matter pursuant to 1 M.R.S.A. 405 (6) A at 7:00 p.m. This motion was approved, 5-0.

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. 17

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 Sanders noted the request to add three items to the agenda, item 10) A #1 Request to ratify the City Manager’s signing of an interlocal agreement with the Town of Northport for processing vehicle registrations during the week of March 6th, 2023, 10) K#1 Appoint Amy Bradford of

Belmont as the Interim Treasurer and confirm Ms. Bradford appointment by the City Manager as Finance Director and 10) K #2 Appoint Angie Crosby of Belfast as the Interim City Clerk.

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

5) Acceptance of the minutes

Regular Council Meeting of February 21, 2023.

Councilor Mortier, seconded by Councilor Dean, made a motion to accept the minutes from the Regular Council Meeting of February 21, 2023. This motion was approved, 5-0.

6) A. Open to the public

City Manager Erin Herbig noted that Council received 0 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. Joanne Moesswilde, Harbor Committee member thanked City staff for all their work on the aquaculture ordinances.
2. Dana Keene of Belfast inquired about non-conformity ordinances requested to either be grandfathered or to extend the effective date for 120 days to allow him to get the required information needed to the Planning Office.
3. Glenn Montgomery of Belfast discussed concerns with the Council taking action tonight for item 10) K regarding housing, requested that Council get more public input with a Listening Session.
4. Dorothy Havey, Executive Director of the Belfast Area Chamber of Commerce informed the Council and public of the Maine Tourism Map advertisement and the Chambers support of item 10) A.
5. Scott Taylor, President of the Belfast Maskers provided an organizational update.

B. Organization and Department Reports

- Update from Jess Woods, Assistant Principal and Chip Lagerbom, BAHS Social Studies teacher regarding the Belfast Marine Institute.

- City Manager Erin Herbig noted the hiring of part-time Paramedic/Firefighter Matthew Heath and requested a City Council participate on the hiring committee for the Finance Director/Treasurer

7) Communications

Councilor Hurley discussed work with the Maskers and discussed housing issues brought forward by the public.

Councilor Dean thanked the Public Works crew for doing a great job clearing snow during the last week and discussed housing concerns brought forward by the public.

Councilor Hurley thanked all who worked on the Ice Festival and discussed his hope for less talking and more action in regards to addressing housing issues.

Councilor Dean requested that the Planning Board add “open to the public” to their meeting agenda.

Mayor Sanders presented Councilor Hurley with the Waldo County Municipal Devotion Certificate honoring him as the longest serving municipal officer in the City of Belfast.

8) Old Business and Council Committee Reports

No comments.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request from the Fire Chief to confirm Matthew Heath as a part-time Paramedic/Firefighter for the Belfast Fire and Ambulance Department.
- B. Request to approve an off-premises catering permit for The Otis Group Incorporated d/b/a Rollie’s for the Taste of Belfast fundraiser on February 24, 2023, from 4:00 p.m. to 10:00 p.m. located at 20 Northport Ave., Belfast, Maine.

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

10) Business

A) Request from the St. Margaret’s Episcopal Church Creation Care Committee to install fountains in downtown Belfast.

Parks and Recreation Director Norm Poirier, Sharon Walsh and Mary Rackmales from the St. Margaret’s Episcopal Church Creation Care Committee reviewed the proposal to install three water fountains in downtown Belfast and answered Council questions.

Councilor Hurley, seconded by Councilor Dean, made a motion to authorize the Committee to work with City staff to coordinate installation of the fountains with spickets, accept ownership of these fountains once installed, and commit to water meter and maintenance costs moving forward. This motion was approved, 5-0.

A) #1 Request to ratify the City Manager’s signing of an interlocal agreement with the Town of Northport for processing vehicle registrations during the week of March 6th, 2023.

No comments.

Councilor Harkness, seconded by Councilor Bonneville, made a motion to ratify the City Manager’s signing of an interlocal agreement with the Town of Northport for processing vehicle registrations during the week of March 6th, 2023. This motion was approved, 5-0.

B) Request from the Maine Irish Heritage Center to fly the Irish Flag at City Hall on Friday, March 17th.

No comments.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request by the Maine Irish Heritage Center to fly the Irish Flag at City Hall on Friday, March 17th. This motion was approved, 5-0.

C) Request from the Wastewater Superintendent to transfer \$23,000.00 from the department’s Capital Reserve to their operating budget to replace Variable Frequency Drives at Penobscot Shores Pump Station.

Wastewater Superintendent Travis Jones explained the request to transfer \$23,000.00 from the department's Capital Reserve to their operating budget to replace Variable Frequency Drives at Penobscot Shores Pump Station and answered Council questions.

Councilor Mortier, seconded by Councilor Dean, made a motion to transfer \$23,000.00 from the Wastewater Department's Capital Reserve Account #990-537 into account Outside Services # 990-613 for the replacement of the VFD's from M C Electric Co, Inc. at the Penobscot Shores Pump Station. This motion was approved, 5-0.

D) Request from the Wastewater Superintendent to transfer \$4,900.00 from the department's Capital Reserve to their operating budget to purchase screening for the Fairview Street Pump Station.

Wastewater Superintendent Travis Jones explained the request to transfer \$4,900.00 from the department's Capital Reserve to their operating budget to purchase screening for the Fairview Street Pump Station and answered Council questions.

Councilor Mortier, seconded by Councilor Harkness, made a motion to transfer \$4,900.00 from the Wastewater Department's Capital Reserve Account #990-537 into account Building Maintenance # 990-616 for installation of a six-foot cedar privacy fence around the Fairview Street Pump Station from Midcoastal Fence. This motion was approved, 5-0.

E) Request from the Chief of Police to apply for a 2023 Maine Bureau of Highway Safety Speed Enforcement Grant.

Chief of Police Bobby Cormier reviewed the request to apply for a 2023 Maine Bureau of Highway Safety Speed Enforcement Grant and answered Council questions.

Councilor Bonneville, seconded by Councilor Dean, made a motion to authorize the Chief of Police to apply for the 2023 Maine Bureau of Highway Safety Speed Enforcement Grant; and to authorize the City Manager to sign all paperwork related to and necessary for the submission of this request. This motion was approved, 5-0.

F) Request to apply for a 2023 Project Canopy Assistance Grant.

Councilor Mike Hurley and Assistant to the City Manager reviewed the request to apply for a 2023 Project Canopy Assistance Grant and answered Council questions.

Councilor Bonneville, seconded by Councilor Dean, made a motion to authorize City staff to apply to the Project Canopy Assistance Grant for a 2023 Planting and Maintenance Grant for \$10,000; and to authorize the City Manager to sign any and all paperwork related to and necessary for the submission of this request. If awarded, the City Council will need to accept the funds and authorize funding at a future meeting. This motion was approved, 5-0.

G) Request by the Economic Development Director to have the City Council finalize a ranked list of Fiscal Year 2024 Congressional Earmark Requests and authorize applications for them to be submitted.

Economic Development Director Thomas Kittredge reviewed the list of Fiscal Year 2024 Congressional Earmark Requests and requested that Council finalize the ranked list and authorize applications for them to be submitted.

Councilors discussed the list of Fiscal Year 2024 Congressional Earmark Requests, ranking the top four as follows:

1. Maintenance and Improvement of the Belfast Breakwater: rebuilding, extending (including additional dockage), and raising its height.
2. Congress Street and Salmond Street Improvements: installation of sewer lines and a small pump station; installation of concrete curbing; installation of in-ground storm drains; installation of catch basins; installation of sidewalks; and installation of crosswalks and pedestrian-activated signals.
3. Swan Lake Avenue Improvements: extension of the sidewalk along Swan Lake Avenue from East Belfast Elementary School to the intersection of Alberta Way.
4. Public Safety Building Equipment: equipment necessary for effective operations of the Ambulance, Fire, and Police Departments in a future Public Safety Building.

Councilor Mortier, seconded by Councilor Bonneville, made a motion to approve the finalized ranked list of fiscal year 2024 earmark requests as decided by Council at the March 7th Council Meeting, for which the City of Belfast will submit applications to the offices of Senator Susan Collins, Senator Angus King, and Representative Jared Golden; to direct staff to determine the requested amount for each; and to authorize City the Manager to sign any and all paperwork related to and necessary for the submission of these requests. This motion was approved, 5-0.

H) Presentation of proposed amendments to City Code of Ordinances.

Project Planner Wayne Marshall provided a brief overview of the proposed amendments to the City Code of Ordinances which has been considered by the Planning Board.

D) Public Hearing of proposed amendments to City Code of Ordinances.

Mayor Sanders asked for proponents and opponents.

1. Dana Keene of Belfast discussed concerns with the complexity of the non-conformity ordinances and requested that the Council extend the effective date for 120 days.
2. Bill Dirkin of Belfast discussed the non-conformity ordinance amendments and thanked Council and Planning staff for listening to his concerns and helping to work through any questions he had.
3. Kathy Given, City of Belfast Harbor Master thanked Planning staff and Council for their time and understanding of Harbor Committees concerns with proposed aquaculture ordinance amendments and the hard work by all to get it to where it is today.

Mayor Sanders declared the hearing closed.

J) Second Reading of proposed amendments to City Code of Ordinances.

Project Planner Wayne Marshall answered Council questions regarding the proposed ordinance amendments.

Councilor Mortier, seconded by Councilor Dean, made a motion to adopt the following amendments to Chapter 82, Shoreland, as such were presented at the February 7 Second Reading, and as the proposed standards in the Table of Uses, Division 21, Marine Aquaculture Operations, and definitions of aquaculture were amended at the March 7, 2023, Second Reading, said amendments to take effect on March 15, 2023. This motion was approved, 5-0.

Councilor Hurley, seconded by Councilor Harkness, made a motion to adopt the amendments to Chapter 102, Zoning, Article III, Nonconformance, as such were presented at the March 7, 2023, Second Reading, said amendments to take effect on July 1, 2023. This motion was approved, 4-0 (Councilor Bonneville abstained).

K) Discussion and possible action on housing.

Councilors reviewed the list provided by Councilor Hurley regarding possible items the Council and staff could start working on to address the housing issue in Belfast.

City Manager Erin Herbig noted that discussions regarding Committee would be coming before the City Council on March 21st, which would include housing, and suggested the Council conduct a Work Session on with mobile home park owners from 6:00 p.m. to 7:00 p.m. on Tuesday, March 21st prior to the start of the City Council Meeting. Councilors unanimously agreed.

K) #1 Appoint Amy Bradford of Belmont as the Interim Treasurer and confirm Ms. Bradford appointment by the City Manager as Finance Director.

No comments.

Councilor Mortier, seconded by Councilor Harkness, made a motion to appoint Amy Bradford of Belmont as the Interim Treasurer and confirm Ms. Bradford appointment by the City Manager as Finance Director. This motion was approved, 5-0.

K) #2 Appoint Angie Crosby of Belfast as the Interim City Clerk.

No comments.

Councilor Harkness, seconded by Councilor Mortier, made a motion to appoint Angie Crosby of Belfast as the Interim City Clerk. This motion was approved, 5-0.

L) Signing of Council Orders and housekeeping items.

Council Order #60 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$23,000.00 from the Wastewater Department's Capital Reserve Account #990-537 into account Outside Services # 990-613 for the replacement of the VFD's from M C Electric Co, Inc. at the Penobscot Shores Pump Station. (Approved on March 7, 2023)

Council Order #61 Signed by Councilor Mortier Ordered That:

The City Manager and the City Treasurer are authorized to transfer \$4,900.00 from the Wastewater Department's Capital Reserve Account #990-537 into account Building Maintenance # 990-616 for installation of a six-foot cedar privacy fence around the Fairview Street Pump Station from Midcoastal Fence. (Approved on March 7, 2023)

11) Communications

Councilor Hurley thanked Councilor Dean for bringing up the paving and sidewalk on Swan Lake Ave.

12) Open to the Public

1. Dana Keene of Belfast requested that the Mayor read the three page letter he provided to them from mobile home park owner Mike Oneglia.
2. Mayor Sanders denied the request, noting that all the Councilors have received the letter and will read it on their own time, he asked that Dana let Mr. Oneglia know of the Work Session on March 21st.

13) Adjourn

Councilor Hurley, seconded by Councilor Mortier, made a motion to adjourn at 9:58 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