

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 4, 2018
7:00 p.m.**

Public Hearing #1

In accordance with Title 28A Section 653 MRSA 1964 a public hearing will be held on Tuesday, September 4, 2018 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall to hear an application by Tall Pine Healthcare Inc. d/b/a The Residence at Tall Pines located at 24 Martin Lane, Belfast, Maine for a renewal Malt and Vinous Other (Assisted Living) Class liquor license, interior only.

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

Regular Council Meeting No. 5

1) Call to order

2) Present: Mayor Samantha Paradis, Councilors Mary Mortier, Neal Harkness, Eric Sanders, Michael Hurley and John Arrison; City Manager Joseph Slocum and Admin. Assistant to the City Manager Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

City Manager, Joseph Slocum, requested to amend the agenda as follows:

- Add item **10) A #1** Update on installing an audio loop system in the Council Chambers.
- Add to item **10) L** Discussion on possible funding for the redesign of the City website.
- Remove item **10) M** Adoption of the commitment of property taxes for the 2018 – 2019 fiscal year. (City Manager noted the Council will need to schedule a Special City Council Meeting for this item)
- Add item **10) M #1** Discussion of a violation on the City’s Ban on Polystyrene Ordinance.

Councilor, Mike Hurley, requested to amend the agenda as follows:

- Add under Old Business and Committee Reports: Further discussion of a tree located at Wight Street.

Mayor Paradis requested to amend the agenda as follows:

- Add item **10) M #2** Consideration of a letter of support for Efficiency Maine and its programs.

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

5) Acceptance of the minutes

Regular Council Meeting of August 21, 2018.

Councilor Hurley, seconded by Councilor Harkness, made a motion to accept the minutes from Regular Council Meeting of August 21, 2018. This was approved, 4-0 (Councilor Arrison abstained).

6) Open to the public

1. Steve Ryan, Executive Director of the Belfast Area Chamber of Commerce, thanked Dale Cross on behalf of the Chamber for the many years of service he provided to the community as the Executive Director of the Waldo County YMCA and provided a brief update on upcoming Chamber events.
2. Ned Lightner, Director of Video Services, thanked Dale Cross for his work as Executive Director of the Waldo County YMCA and reminded the public of the change in channels for government and public access TV starting on September 25th.

7) Communications

Councilor Harkness discussed the recent passing of Charlotte Herbold.

Councilor Mortier read the ending message of the City Manager's Report.

Councilor Arrison noted that resident Margret Cunningham was featured in the Bangor Daily News.

Director of Code & Planning, Wayne Marshall, provided an update on upcoming Planning Board and Special City Council Meetings.

Parks & Recreation Director, Norm Poirier, provided an update on upcoming events.

City Manager, Joseph Slocum, informed the Council that the Belfast Bay Watershed has asked permission to place their trail map at the kiosk on the Rail Trail/Harbor Walk. Council unanimously agreed to grant permission.

Mayor Paradis and Dale Cross discussed the upcoming Emergency Management Fair at the Waldo County YMCA this weekend.

8) Old Business and Council Committee Reports

- Consideration of a committee appointment to the Cemetery Trustees Committee.

Councilor Mortier, seconded by Councilor Arrison, made a motion to reappoint Joanna Curtis to the Cemetery Trustees Committee. This motion was approved, 5-0.

- Further discussion of a request to remove a tree located at 60 Wight Street.

Councilor Hurley requested that the Council consider removing it from the list of trees that were authorized to be removed at the August 21st Council Meeting, and instead pruning it and seeing how it does.

Councilor Mortier requested that discussion on a proposal to classify and address trees be added to the next City Council Meeting.

Councilor Hurley, seconded by Councilor Sanders, made a motion to remove the tree at 60 Wight Street from the list of approved trees for removal, with the plan to prune the tree and keep an eye on it. This motion was approved, 3-2 (Councilors Mortier and Arrison opposed).

- Mayor Paradis provided a brief update on the Climate Change Committee noting that they will be bringing forward a first draft of recommendations regarding the risk of sea level rise to Belfast at the next City Council Meeting.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an application by Tall Pine Healthcare Inc. d/b/a The Residence at Tall Pines located at 24 Martin Lane, Belfast, Maine for a renewal Malt and Vinous Other (Assisted Living) Class liquor license, interior only.
- B. Request to approve an off premises catering permit for Crusty Crab LLC d/b/a Front Street Pub for the Annual Harbor Fest event located at Steamboat Landing Park on August 17th & 18th, 2018.
- C. Request to approve an off premises catering permit for The Otis Group Inc. d/b/a Rollie's Bar & Grill for a private family celebration of life located at the Waldo County Shrine Club, 20 Northport Ave., Belfast on September 1, 2018 from 12:00 p.m. to 3:00 p.m.

- D.** Request from the Fire Chief to confirm Brandon Peak as a paid per call in Firefighter for the Belfast Fire Department.

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

10) Business

- A)** Presentation of a Certificate of Recognition to Dale Cross, Director of the Waldo County YMCA, for his outstanding contribution to the citizens of the City of Belfast.

Mayor Paradis presented Dale Cross with a certificate on behalf of the City of Belfast.

- A) #1** Update on installing an audio loop system in the Council Chambers.

Ned Lightner, Director of Video Services, informed the Council that the Lions Club has offered to pay in full to have an audio loop installed in the City Council Chambers with two conditions, one that the Council honor their donation with a plaque and that the funds are solely used for this purpose and nothing else.

Councilor Arrison, seconded by Councilor Mortier, made a motion to accept the donation from the Lions Club to pay for the installation of an audio loop in the Council Chambers and to authorize City staff to proceed with the installation and purchase of a plaque, with funding of up to \$3,500 from Undesignated Fund Balance to be utilized for this purpose with the understanding that the City would be reimbursed for the purchase of the audio loop system by the Lions Club. This motion was approved, 5-0.

- B)** Update from the Harbor Master, Katherine Pickering, on the proposal to hang military service flags from the waterfront flagpole.

Harbor Master, Kathy Pickering, discussed concerns raised by the proposal to hang military flags at the Harbor flag pole.

Eric Schrader, who donated the flags to the City, noted that if these flags are not flown on the pole at the Harbor he would like the flags returned to him.

Councilors discussed concerns, requesting that the City continue to gather more information regarding weather or not the waterfront location is appropriate.

C) Request to use Belfast Common on September 11th from 5:30 PM to 7:30 PM for a performance by the Bread and Puppet Theater Company.

Parks & Recreation Director, Norm Poirier, briefly explained the request with Council.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the Facility Use Request for use of Belfast Common on September 11th from 5:30 p.m. to 7:30 p.m. for a performance by the Bread and Puppet Theater Company, with the understanding that the Parks & Recreation Director work with the organizers to fill in the blanks. This motion was approved, 5-0.

D) Request from Waterfall Arts to conduct a chalk walk on the Harbor Walk Saturday, September 29th from 10:00 AM to 4:00 PM.

Parks & Recreation Director, Norm Poirier, briefly explained the request noting that the location selected is for protection of the artist.

Councilor Harkness, seconded by Councilor Sanders, made a motion to accept the Facility Use Request by Waterfall Arts for use of the Harbor Walk for a chalk walk event on September 29th from 10:00 a.m. to 4:00 p.m. This motion was approved, 5-0.

E) Request from Rollie's Bar and Grill to use the Rail Trail and Armistice Bridge parking lot for a 5K race and a 1 mile walk on Saturday, October 13th from 8:00 AM to 10:00 AM.

Parks & Recreation Director, Norm Poirier, briefly explained the request, explaining to Council that he has requested that any groups doing races throughout the season work with him early to plan and prepare so that these races are spread out throughout the season and do not conflict.

Councilor Hurley, seconded by Councilor Sanders, made a motion to accept the Facility Use Request by Rollie's Bar & Grill for use of the Rail Trail to conduct a 5K race and 1 mile walk to raise money for the Shriner's Children Hospital on October 13th from 8:00 a.m. to 10:00 a.m. This motion was approved, 5-0.

Councilors discussed Parks & Recreation Directors recommendation that Council consider a policy limiting the amount of races that are conducted throughout the season, unanimously

agreeing that a policy is not needed at this time but something to consider as resources such as the Rail Trail, Harbor Walk and parks see an increase in use.

F) Request to use an additional \$4,335.17 from Capital Project account 730 – 698 to pay for the final repairs on the park gazebo at Steamboat Landing.

Parks & Recreation Director, Norm Poirier, explained the request and why the repairs cost more than expected.

Councilor Hurley, seconded by Councilor Mortier, made a motion to accept the request to expend an additional \$4,335.17 from Capital Project account 730-698 to pay for the final repairs on the gazebo at Steamboat Landing. This motion was approved, 5-0.

G) Presentation by the Executive Director of the Belfast Area Chamber of Commerce, Steve Ryan, of the Chamber's 2018 Strategic Plan.

Belfast Area Chamber of Commerce Executive Director, Steve Ryan, provided a presentation of the Chamber's 2018 Strategic Plan, discussing with Council the Chamber's five goals in more detail.

H) Request from Public Works Director, Bob Richards, to accept the bids for a new truck and to award the bid to the lowest bidder.

Public Works Director, Bob Richards, reviewed the bids and recommended accepting the bids and awarding the bid to the lowest bidder, Colwell Diesel Service of Ellsworth for \$87,000.00.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the bids for a new Public Works truck and to award the bid to the lowest bidder, Colwell Diesel Service, as presented. This motion was approved, 5-0.

I) Request from Public Works Director, Bob Richards, to accept the bids for the purchase and installation of a new dump body and plow gear and to award the bid to the lowest bidder.

Public Works Director, Bob Richards, reviewed the bids and recommended accepting the bids and awarding the bid to the lowest bidder, Viking-Cives of Lewiston for \$53,995.00.

Councilor Mortier, seconded by Councilor Arrison, made a motion to accept the to accept the bids for the purchase and installation of a new dump body and plow gear for the Public Works Department and to award the bid to the lowest bidder, Viking-Cives, as presented. This motion was approved, 5-0.

J) Request from Public Works Director, Bob Richards, to purchase a “High Flow” Wheel Loader.

Public Works Director, Bob Richards explained the request, requesting authorization to purchase a High Flow Loader from Central Equipment Company of Stillwater for \$80,218.00.

Councilor Mortier, seconded by Councilor Harkness, made a motion to accept the request to purchase a “High Flow” Wheel Loader for the Public Works Department from Central Equipment Company, as presented. This motion was approved, 5-0.

K) Request from the Economic Development Director, Thomas Kittredge, for authorization to sign a notice of award and a contract with Lane Construction for the parallel taxiway extension project at the Belfast Municipal Airport.

Economic Development Director, Thomas Kittredge, explained the request and answered Council questions regarding details of the project.

Councilor Mortier, seconded by Councilor Arrison, made a motion to authorize the City Manager to sign a notice of award and contract with The Lane Construction Corporation for the Belfast Municipal Airport parallel taxiway extension project, in the amount of \$3,315,562. This motion was approved, 5-0.

L) Request to set up a City website redesign working group and discussion on possible funding for the redesign of the City website.

Economic Development Director, Thomas Kittredge, explained the request discussing funding and proposed working group composition with Councilors.

Councilor Hurley and Mayor Paradis both volunteered to be representatives of the Council for the group.

Councilor Hurley, seconded by Councilor Harkness, made a motion to form a website redesign committee as discussed, and authorized funding for the website redesign to come from the Undesignated Fund Balance. This motion was approved, 5-0.

M) Adoption of the commitment of property taxes for the 2018 – 2019 fiscal year.

Item removed.

M) #1 Discussion of a violation on the City's Ban on Polystyrene Ordinance.

City Manager, Joseph Slocum, discussed with Council the violation and the penalty involved.

M) #2 Consideration of a letter of support for Efficiency Maine and its programs.

Mayor Paradis explained the request, noting that they are requesting the letter of support by Friday, September 7th.

Councilors discussed the request and concerns regarding inadequate time to read the letter.

Councilor Hurley, seconded by Councilor Harkness, made a motion to approve the request as presented.

After further discussion, Council unanimously agreed to table the request until Thursday, September 6th to give time for Council to gather more information before taking any action.

N) Update from the City Manager on the proposed Nordic Aquafarm project.

City Manager, Joseph Slocum, provided an update to the public regarding what has happen thus far for this proposed project and anticipated process moving forward.

Councilors discussed the proposed project and process.

O) Signing of Council Orders and housekeeping items.

Council Order #11 Signed by Councilor Arrison, Ordered That:

**AMENDMENTS TO CHAPTER 58,
TRAFFIC AND VEHICLES**

Editor's Note: The purpose of the amendment is to permit the construction of a speed table on Mill Lane in Belfast.

All language identified in this ordinance is new language, thus all text is identified in black font. (See attached text of adopted amendments)

First Reading: July 17, 2018

Second Reading: August 7, 2018

(Approved on August 7, 2018)

Council Order #14 Signed by Councilor Sanders, Ordered That:

The City Manager and the City Treasurer are authorized to transfer up to \$17,700.00 from the Sidewalk Reserve Account to budget line 420-573 for fiscal year 2017-2018, to fund the repair or replacement of City sidewalks. (Approved on August 21, 2018)

Council Order #15 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$25,000.00 to replace the grinder at the Wastewater Treatment Facility. Funds are to come from the Sewer Departments Undesignated Fund Balance Account. (Approved on August 21, 2018)

Council Order #16 Signed by Councilor Hurley, Ordered That:

The City Manager and the City Treasurer are authorized to refund \$805.34 to Denise Martin Murphy for overpayment of the sewer bill for property located at 5 Twins Way (Map 018-035). (Approved on August 21, 2018)

Council Order #17 Signed by Councilor Sanders, Ordered That:

The City Manager and the City Treasurer are authorized to abate 2016 taxes assessed against City owned property, located at 54 Crocker Rd., in the amount of \$1,769.03. (Approved on August 21, 2018)

Council Order #18 Signed by Councilor Hurley, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$4,335.17 as additional funding to pay for repairs to the gazebo at Steamboat Landing Park, totaling \$13,835.17. Funds are to come from the Belfast Common Capital Project Account 730-698. (Approved on September 4, 2018)

Council Order #19 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$87,000.00 to purchase a 2016 International Truck Chassis from Colwell Diesel Service of Ellsworth for the Public Works Department. Funds are to come from account 410-535. (Approved on September 4, 2018)

Council Order #20 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$53,995.00 to purchase and install a dump body and plow gear from Viking-Cives of Lewiston for the Public Works Department. Funds are to come from account 410-535. (Approved on September 4, 2018)

Council Order #21 Signed by Councilor Mortier, Ordered That:

The City Manager and the City Treasurer are authorized to expend up to \$80,218.00 to purchase a 2018 Wacker Nueson WL32 High Flow Wheel Loader (60 HP) from Central Equipment Company of Stillwater for the Public Works Department. Funds are to come from the following accounts: \$19,005.00 from Purchase of Equipment Account 410-535 and \$61,213.00 from Equipment Capital Reserve Account 410-537. (Approved on September 4, 2018)

11) Open to the Public

1. Eric Schrader of Belfast made a clarification regarding armed forces flags.

12) Communications

Councilor Mortier reminded the public that under item **10) K** the FAA pays 90% of the project cost, and requested a memo regarding when budget lines go 25% more than the percentage through the year to have a memo explaining what is driving that line up.

Councilor Harkness requested clarifications regarding guidelines during the meeting.

Councilor Hurley discussed upcoming meetings.

Councilor Sanders requested that on September 18th the Council discuss meeting parameters.

Mayor Paradis recommended also adding to the discussion on September 18th guidelines for open to the public and ground rules for both the Council and Public.

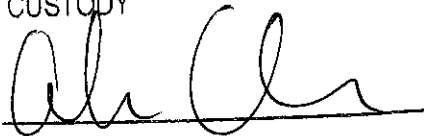
Mayor Paradis requested that the City acknowledge the volunteers of Belfast Summer Nights at an upcoming Council Meeting.

13) Adjourn

Councilor Mortier, seconded by Councilor Harkness, made a motion to adjourn the meeting at 10:22 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