City of Belfast
Council Chambers-Belfast City Hall
Tuesday, September 7, 2021

6:45 p.m. Committee Interviews
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 and can be streamed on the City website at www.cityofbelfast.org. They will air live on BEL TV.

Regular Council Meeting No. 5

1) Call to order

2) Roll call: Mayor Eric Sanders; Councilors Mary Mortier, Neal Harkness, Brenda Bonneville, Michael Hurley and Paul Dean, City Manager Erin Herbig, and Admin. Assistant Manda Cushman.

3) Pledge of Allegiance

4) Adoption of the agenda

5) Acceptance of the minutes

Special Council Meeting of August 12, 2021, Regular Council Meeting of August 17, 2021 and Special Council Meeting of August 18, 2021.

6) A. Open to the public

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Members of the public who wish to submit announcements, questions or comment for the City Council can email public@cityofbelfast.org or mail to City of Belfast, 131 Church Street, Belfast, ME 04915. We ask that you include your name and residence as comments will be included as part of the public record, and that all comments be sent prior to the date and time of the meeting, with a deadline of noon the day of the meeting.

The City Council will be utilizing the Zoom Webinar feature to allow for public input by allowing for virtual participation. There will be a website address that will serve as the link to the Zoom meeting and will be on the City website in advance of the meeting. There will also be a phone number next to the website address that will enable someone to participate, even if

they are experiencing technical difficulties. There is no requirement to register for Webinars. The Chat function will be disabled.

The public will be allowed to speak at the meeting, but only during the public comment period. When it is time for the person to have their opportunity to speak, the host will accept them into the meeting.

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, watch live on BEL TV channel 7 or channel 1303.

B. Organization and Department Reports

7) Communications

8) Old Business and Council Committee Reports

- Consideration of a Committee appointment

9) Permits, Petitions and Licenses - Consent Agenda

A. Request to approve an application by Randall Collins VFW Post 3108 located at 34 Field Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Restaurant (Class I, II, III, IV) liquor license.

B. Request to approve an off premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a wedding reception on August 21, 2021 from 5:00 p.m. to 10:00 p.m. located at the Fireside Inn, 159 Searsport Ave., Belfast, Maine.

C. Request to approve an off premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a wedding reception on August 21, 2021 from 3:00 p.m. to 10:00 p.m. located at the Belfast Boathouse, 34 Commercial St., Belfast, Maine.

D. Request to approve an off premises catering permit for The Otis Group Incorporated d/b/a Rollie's Bar & Grill for a private rehearsal dinner on August 20, 2021 from 4:00 p.m. to 9:00 p.m. located at Young Lobster Pound, 2 Fairview St., Belfast, Maine.

10) Business

A) Request to appoint Patrick Richards as Fire Chief for the Belfast Fire and Ambulance Department.

B) Request to appoint Lottie Rolfe as the Transfer Station Manager for the Belfast Transfer Station.

C) Request by the Harbor Master to appoint Brian Friel as a full-time Deputy Harbor Master.

D) Request by the City Clerk to appoint Kristi Osgood as Deputy Clerk/Deputy Tax Collector.

E) Request by Public Works Director to appoint Brian Spaulding as a full-time truck driver/laborer for the Public Works Department.

F) Further discussion on pedestrian access at Congress Street and Wales Park.

G) Discussion regarding updating the Code and Planning Department fee schedule.

H) Request by the Director of Code and Planning to expend up to $170.00 to purchase a new monitor for the department.

I) Request by the Economic Development Director that the City Council Approve the Hiring of an Administrator for the City's 2021 Community Development Block Grant Community Enterprise Grant.

J) Discussion regarding potential infrastructure and other funding that may be coming from State or Federal sources.

K) Request by the Finance Director for the Council to approve certain carry forward budget lines from the previous fiscal year to the current fiscal year.

L) Request from the Finance Director for a single Council member's signature for the annual auditors Management Representation Letter.

M) Request to transfer $1,043.95 from the Boathouse Maintenance Capital Reserve Account to Boathouse Building Maintenance Account.

N) Request to transfer $1,043.95 from the City Building Maintenance Capital Reserve to the City Building Maintenance, Repairs, and Misc. Operating Account.

O) Request to transfer $12,750 from the General Ledger Account# 1-2328-00 City Building Rental Maintenance to the City Building Cleaning Contract account #140-524 to cover City Hall contract cleaning services.

P) Request to place a memorial for the thirteen fallen soldiers who lost their life in Afghanistan at Post Office Square.

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

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

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

T) Signing of Council Orders

11) Communications

12) Adjourn