

Office of the  
City Manager and  
the City Council

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## **CITY COUNCIL MEETING**

**WEDNESDAY, MAY 10<sup>th</sup>, 2023**  
**SHEAD HIGH SCHOOL - LIBRARY - 5:00 P.M.**

**Meeting ID: 884 3944 2691**  
**Passcode: eastport**

### **AGENDA**

- I. CALL to ORDER**
- II. CITY COUNCIL PRESIDENT APPOINTMENT**
- III. CITY COUNCIL VICE CHAIR APPOINTMENT**
- IV. CITY MANAGER'S ANNUAL REVIEW**
- V. ADJUSTMENT(S) to AGENDA (if applicable)**
- VI. HOYLE TANNER BRIEFING to COUNCIL on GRANT APPLICATIONS for APRON RECONSTRUCTION**  
*[ Suzy Shepard ]*

**VII. PUBLIC HEARING(s):**

- a) “New” Victualer License/Take Out – d/b/a Look Lobster Company - 7 Sea St.
- b) “New” Special Entertainment License – d/b/a Look Lobster Company – 7 Sea St.
- c) “New” Victualer License – d/b/a LoungeXero – 34 Water Street
- d) “New” Liquor License – d/b/a The Cannery – 169 Water St.  
“New” Special Entertainment License – d/b/a The Cannery – 169 Water St.  
“New” Victualer License – d/b/a The Cannery – 169 Water St.
- e) “New” Victualer License – d/b/a Breakwater Breeze – 104 Water St.
- f) “Renewal” Liquor License Appl. /On Premise – d/b/a Phoenix Fine Wines - 73 Water St.
- g) “Renewal” Liquor License Application – d/b/a HornRun Brewing – 75 Water St.
- h) “Renewal” Special Entertainment License – d/b/a Horn Run Brewing – 75 Water St.
- i) Amendment(s) to Cemetery Ordinance [ Brought back by the Cemetery Comm  
as Requested by City Council on 2/8/2023 ]

**VII(a-i) ACTION from PUBLIC HEARING(s) (if applicable)**

**VIII. LETTER of SUPPORT – OCED ENERGY PRIZE (Paige Atkinson)**

**IX. COMMUNITY ACTION GRANT – MUNICIPAL RENEWABLE ENERGY PROJECT (Paige Atkinson)**

**X. OLD BUSINESS**

- Status Update – Councilor Peacock’s Commitment to Arrange an  
ADA Evaluation with MDOT [ Requested by Diversity Downeast ]

**XI. NEW BUSINESS**

- a) Resolve to Sewer Charges for Acct. #'s: 479 & 908 - 60 & 62 Water St.  
(Peter Frewen)
- b) Sewer Charges/Acct. #845 – 15 Dana St./Tax Map #I7-0C4-3A  
(Bruce Barnard)
- c) Approval for Eastport Municipal Airport to Become a Branded Fuel Farm w/Titan  
[ Airport Advisory Committee ]
- d) Authorization for the City Treasurer to Close-Out the Bangor Savings Fuel  
Farm Account [ Airport Advisory Committee ]
- e) Council Approval to Remove Elected Councilors from all Bank Accounts  
as Signatories and to Add Two Deputy Treasurers

- f) Council Approval to Authorize the City Clerk to Schedule Public Hearings for All Liquor License Applications; Special Entertainment Licenses; and Victualer Licenses [Provided All Requirements of Filing & Notice are Met]
- g) Council Approval to Put Out to Bid for Advertisement the FY2024 Municipal Fuel Bid for Heating Oil and Propane
- h) Scheduling of a Budget Committee Briefing on the FY2024 Budget to City Council and the Scheduling of the Public Hearing to be Set for June 7<sup>th</sup>, 2023
- i) Re-address Request for Council Approval for Carry Forwards of Unspent Funds to FY2023
- j) Receipt of Official Complaint Received from & Filed by Laurie Stone of 4/15/2023 [ *Against Councilor Jeanne Peacock – Violation of Article IX Section 9.01/City Charter* ]
- k) Council Liaison Updates
- l) Council Approval of Consent Agenda

**XII. COUNCIL ISSUES**

**XIII. PUBLIC/OPEN FORUM**

**XIV. EXECUTIVE SESSION**

- |   |                                     |
|---|-------------------------------------|
| <u>  </u> <i>Personnel Matters</i>              | <i>Title 1 M.R.S.A. § 405(6)(A)</i> |
| <u>  </u> <i>Real Property or Economic Dev.</i> | <i>Title 1 M.R.S.A. § 405(6)(C)</i> |
| <u>  </u> <i>Labor Negotiations</i>             | <i>Title 1 M.R.S.A. § 405(6)(D)</i> |
| <u>  </u> <i>Consultation w/Legal Counsel</i>   | <i>Title 1 M.R.S.A. § 405(6)(E)</i> |
| <u>  </u> <i>Poverty Abatement Application</i>  | <i>Title 36 M.R.S.A. § 841</i>      |

**XV. ACTION from EXECUTIVE SESSION**

**XVI. ADJOURN**

**(City of Eastport - Consent Agenda)**  
**Wednesday, May 10<sup>th</sup>, 2023**

- A. COUNCIL ACCEPTANCE & APPROVAL of MONTHLY DEPARTMENT REPORTS:**
- **Monthly Report for April, 2023**
    - 1) Airport Report (*To be Submitted by Victoria Ganz*)
    - 2) Assessor Report & Code Enforcement Report (*Position is Vacant*)
    - 3) Financial Report (*Submitted by Traci Calder, Treasurer*)
    - 4) Police Department Report (*Submitted by Police Chief Mark Emery*)
    - 5) Public Works Report (*Submitted by Public Works Director, Howie Johnson*)
    - 6) WWTP Sewer Report (*See Attached/Reports of April 10, 2023*) *Submitted by Olver Assoc. for Eastport's Main Plant & Quoddy Village Treatment Plant.*
- B. COUNCIL APPROVAL for MINUTES of PREVIOUS MEETING(s):**
- 5/3/2023 • 4/26/2023 • 4/12/2023 • 3/8/2023 • 2/8/2023
- C. ACCEPTANCE of RESIGNATION(s) from BOARDS/COMMITTEES**
- “Resignation” of Robert Scott from the Budget Committee
  - “Resignation” of Mark Wigley from the Budget Committee
  - “Resignation” of Mark Wigley from the Fiber Connectivity Committee
  - “Resignation” of Laura Stanczyk from the Cemetery Committee
  - “Resignation” of Paul Terrill from the Economic Development Committee
  - “Resignation” of Paul Terrill from the Parks and Recreation Committee
- D. COUNCIL APPROVAL of RE-APPOINTMENTS and/or NEW MEMBERS to BOARDS/COMMITTEES**
- “Appointment” of Ross Lawrence to the Parks and Recreation Committee
- E. COUNCIL APPROVAL – APPLICATION for LICENSE CIVIC ORGANIZATION**
- *none at this time*
- F. ACCEPT APPROVAL of WAIVER of PUBLIC HEARINGS for the following:**
- *none at this time*
- G. COUNCIL APPROVAL for the “SCHEDULING” of PUBLIC HEARING(s)/WORKSHOP(s)**
- *none at this time*

**H. APPOINTMENT(s) and/or RESIGNATION(s) of ELECTION WORKER(s)**

• *none at this time*

**I. PERPETUAL CARE LOT(s)**

• Purchase of Cemetery Lot – Tina Searles – Bayside West – Section E/Lot C3 - \$150.00

**J. COUNCIL APPROVAL of REPORTS:**

- |    |                                       |                     |
|----|---------------------------------------|---------------------|
| 1) | <b>Reports:</b> City Manager's Report | (None at this time) |
|    | Ambulance Report                      | (None at this time) |
|    | Marion Transfer Station               | (None at this time) |
| 2) | <b>Boards:</b> Planning Board         | (None at this time) |
|    | Zoning Board of Appeals               | (None at this time) |
| 3) | <b>Committees:</b> Airport Advisory   | (None at this time) |
|    | Budget                                | (None at this time) |
|    | Cemetery                              | (None at this time) |
|    | Deer                                  | (None at this time) |
|    | Economic Dev. Comm                    | (None at this time) |
|    | Fiber Connectivity Comm               | (None at this time) |
|    | Parks & Recreation                    | (None at this time) |
|    | Port & Harbor                         | (None at this time) |
|    | Recycling                             | (None at this time) |
|    | School Board                          | (None at this time) |