

**WESTBROOK CITY COUNCIL  
SPECIAL CITY COUNCIL MEETING MINUTES  
MONDAY OCTOBER 15, 2018  
WESTBROOK HIGH SCHOOL, ROOM 114**

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**CALL TO ORDER**

Council President Brendan Rielly and Vice President John O'Hara being absent, City Clerk Angela Holmes called the Special City Council meeting to order at 7:03pm.

**SELECTION OF PRESIDENT PRO TEM**

Ms. Holmes called for nominations for the position of President Pro Tem to preside over the remainder of the meeting.

Motion to elect Councilor Rairdon to the position of President Pro Tem.

Moved by Councilor Turcotte, seconded by Councilor Peoples.

No other nominations received.

**Motion carried by a show of hands; none opposed.**

President Pro Tem Rairdon assumed the Chair for the remainder of the meeting.

**READING THE CALL FOR A SPECIAL CITY COUNCIL MEETING**

Ms. Holmes noted for the record that a Special City Council meeting was called by Mayor Mike Sanphy on Friday October 12, 2018, to be held on Monday October 15, 2018. Notice was published online and was sent to all City Councilors.

**ROLL CALL**

**City Councilors Present:** Victor Chau (Ward 2); Ann E. Peoples (At-Large); Gary Rairdon (Ward 4/President Pro Tem); Anna Turcotte (Ward 3); John O'Hara (At-Large/Vice President; arrived late)

**City Councilors Absent:** Lynda Adams (Ward 5); Brendan Rielly (Ward 1/President)

**Other City Officials Present:** Jerre Bryant (City Administrator); Sadie Cross (Student Representative); Anthony Dahms (Children Program Coordinator); Stephen Fields (Assistant City Administrator/Director of Human Resources); Jennie Franceschi (Director of Planning and Code Enforcement); John Hilton (Recreation Coordinator); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Greg Post (Interim Director of Community Services); Janine Roberts (Police Chief); Mike Sanphy (Mayor); Daniel Stevenson (Director of Economic Development); Alyssa Tibbetts (City Solicitor)

**PLEDGE OF ALLEGIANCE**

President Pro Tem Rairdon led City Council and all in attendance in the Pledge of Allegiance.

**MAYOR'S MESSAGE**

**Presentation of Plaque to Henry Saunders.** Mayor Sanphy invited Phil Spiller, Jr., to the podium. Mr. Spiller is the godson of Henry Saunders, the founding member and Vice Chairman of the Westbrook Urban Renewal Project (1964-1984). Mayor Sanphy presented a plaque to Mr. Saunders in honor of his significant contributions to Westbrook. Mr. Saunders shared several highlights of his time on the Westbrook Urban Renewal Project.

**Employee of the Quarter Award.** Mayor Sanphy presented the City of Westbrook's Employee of the Quarter Award for the 3<sup>rd</sup> Quarter to John Hilton, Recreation Coordinator at Westbrook Community Services.

**National Recreation and Park Association Annual Conference.** Mayor Sanphy invited Mr. Post to the podium, who noted that Mr. Hilton and Mr. Dahms recently attended the National Recreation and Park Association Annual Conference. Mr. Hilton and Mr. Dahms discussed the highlights of the conference and provided a status update on several projects happening in the City of Westbrook, including the dog park, aquatics, playgrounds, outdoor fitness, staff training and marketing.

### **STUDENT REPRESENTATIVE UPDATE**

Ms. Cross announced that the field hockey team had a successful season and is heading into playoffs. The first-ever girls volleyball season has ended. It was a great season and the team is already recruiting for next year. The Theater Department has started rehearsals for a production of Clue, which will run from 12/6 – 12/9. The Prom Committee has started meeting, as the juniors and seniors will have the first-ever combined prom. The PSATs took place last week. Westbrook had series of three workshops to help prepare students for life after school, instead of giving seniors the day off during junior testing. The workshops were on consent and substance abuse, general finances, loans and bank accounts, and financial aid for college. The entire school participated in dialogue led by students about Westbrook's community, what they like, things they think need to change, and specifically addressed diversity and inclusiveness. The Environmental Committee has been working on climate change information sharing. Art students will participate in L.L. Bean's pumpkin carving event, and all surrounding communities can attend to view their artwork. The Maine State Supreme Court will meet at Westbrook High School to hold three hearings, which will be open to the students.

President Pro Tem Rairdon noted that though girls' volleyball is a new sport for Westbrook High School, the team did very well.

### **PUBLIC COMMENT**

President Pro Tem Rairdon opened the floor for the first public comment period of the evening. The following individuals spoke:

Phil Spiller, Jr. (Vice President, Discover Downtown Westbrook)

### **UNFINISHED BUSINESS**

Included below are items which were considered by City Council at a previous meeting and were tabled.

1. **Order 2018-130. Authorizing Expenditure for Franklin Covey All-Access Pass.**  
Legislation was given first reading on September 10, 2018 and was tabled until October 15, 2018.
  - a. Motion to approve second and final reading.  
Moved by Vice President O'Hara, seconded by Councilor Peoples.
  - b. President Pro Tem Rairdon opened the floor for public comment. No one spoke.
  - c. Revisiting the motion to approve second and final reading of Order 2018-130.  
**Motion carried. Order 2018-130 adopted. (Vote 5-0-2)**

Ayes: Councilor Chau, Councilor Peoples, President Pro Team Rairdon, Councilor Turcotte, Vice President O'Hara

Nays: None

Absent: Councilor Adams, President Rielly

2. **Order 2018-153. Authorizing Expenditure for Security Upgrade at Westbrook High School and Westbrook Regional Vocational Center.**

**Order 2018-157. Authorizing Westbrook Environmental Improvement Corporation Expenditure to Downtown Westbrook Coalition.**

- a. Motion to approve second and final reading of Orders 2018-153 and 2018-157.  
Moved by Vice President O'Hara, seconded by Councilor Peoples.
- b. The following individuals commented on the motion to approve second and final reading:
  - i. Vice President O'Hara
- c. As a point of order, Mr. Bryant stated that neither Order 2018-153 or 2018-157 were tabled at the meeting held on October 1, 2018 prior to receiving first reading, and thus cannot receive second and final reading at this meeting. City Council would need to remove these items from the table to be considered for first reading.
- d. The following individuals commented on the point of order:
  - i. Councilor Chau
  - ii. President Pro Team Rairdon
- e. Councilors Chau and Peoples requested that Orders 2018-153 and 2018-157 be considered separately.
- f. Motion to remove Order 2018-153 from the table for consideration.  
Moved by Councilor Peoples, seconded by Vice President O'Hara.  
**Motion carried by a show of hands; none opposed. Order 2018-153 removed from the table.**
- g. Motion to approve first reading of Order 2018-153.  
Moved by Vice President O'Hara, seconded by Councilor Peoples.
- h. President Pro Tem Rairdon opened the floor for comments on the motion to approve first reading of Order 2018-153. No one spoke.
- i. Revisiting the motion to approve first reading of Order 2018-153.  
**Motion failed. Order 2018-153 defeated. (Vote 2-3-2)**  
Ayes: Councilor Peoples, Councilor Turcotte  
Nays: Councilor Chau, President Pro Team Rairdon, Vice President O'Hara  
Absent: Councilor Adams, President Rielly
- j. Motion to remove Order 2018-157 from the table for consideration.  
Moved by Councilor Peoples, seconded by Vice President O'Hara.  
**Motion carried by a show of hands; none opposed. Order 2018-157 removed from the**

**table.**

- k. Motion to approve first reading of Order 2018-157.  
Moved by Councilor Peoples, seconded by Vice President O'Hara.
- l. President Pro Tem Rairdon opened the floor for comments on the motion to approve first reading of Order 2018-157. No one spoke.
- m. Revisiting the motion to approve first reading of Order 2018-157.  
**Motion carried. (Vote 4-1-2)**  
Ayes: Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O'Hara  
Nays: Councilor Chau  
Absent: Councilor Adams, President Rielly

### **ORDERS OF THE DAY**

Included below are the City Council Orders which require second reading and final approval.

- 1. **Order 2018-151. Approving Collective Bargaining Agreements with Westbrook Police Association.**
  - a. Motion to approve second and final reading of Order 2018-151.  
Moved by Councilor Turcotte, seconded by Councilor Chau.
  - b. The following individuals commented on the motion to approve second and final reading of the legislation:
    - i. Vice President O'Hara
  - c. Revisiting the motion to approve second and final reading of Order 2018-151.  
**Motion carried. Order 2018-151 adopted. (Vote 5-0-2)**  
Ayes: Councilor Chau, Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O'Hara  
Nays: None  
Absent: Councilor Adams, President Rielly
- 2. **Order 2018-152. Authorizing Agreement for Parking Garage Winter Maintenance.**
  - a. Motion to approve second and final reading of Order 2018-152.  
Moved by Councilor Turcotte, seconded by Vice President O'Hara.
  - b. The following individuals commented on the motion to approve second and final reading of the legislation:
    - i. Mr. Bryant
    - ii. Councilor Turcotte
  - c. Revisiting the motion to approve second and final reading of Order 2018-152.  
**Motion carried. Order 2018-152 adopted. (Vote 5-0-2)**  
Ayes: Councilor Chau, Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O'Hara  
Nays: None

Absent: Councilor Adams, President Rielly

3. **Orders 2018-154 through 2018-156 and 2018-158 through 2018-159.**

- a. Motion to approve second and final reading of the following Orders:

Order 2018-154	Authorizing Agreement for Fence Installation at the Fred C. Wescott Building
Order 2018-155	Amending the Westbrook Code of Ordinances § 27-42, Schedule A, Regarding Effluent Limits
Order 2018-156	Authorizing Award of Bid for Police Cruisers
Order 2018-158	Authorizing Expenditure for Relocation of School Zone Signs and Signals
Order 2018-159	Authorizing Insurance Settlement

Moved by Councilor Chau, seconded by Councilor Peoples.
- b. President Pro Tem Rairdon asked if any Councilors wished to have any item considered separately. No response received.
- c. President Pro Tem Rairdon opened the floor for public comment. No one spoke.
- d. Revisiting motion to approve second and final reading of the legislation.  
**Motion carried. Orders 2018-154 through 2018-156 and 2018-158 through 2018-159 adopted. (Vote 5-0-2)**  
Ayes: Councilor Chau, Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O'Hara  
Nays: None  
Absent: Councilor Adams, President Rielly

**NEW BUSINESS**

Included below are the Council actions on New Business, which includes business licenses requiring City Council approval, City Council resolves and orders receiving first and final reading, City Council orders receiving the first of two required readings, and all items to be considered in Executive Session.

1. **Order 2018-160. Accepting the Police Department's Forfeiture Fund Quarterly Report.**

- a. Motion to approve first and final reading of Order 2018-160.  
Moved by Vice President O'Hara, seconded by Councilor Chau.
- b. President Pro Tem Rairdon opened the floor for public comment. No one spoke.
- c. Revisiting the motion to approve first and final reading of Order 2018-160.  
**Motion carried. Order 2018-160 adopted. (Vote 5-0-2)**  
Ayes: Councilor Chau, Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O'Hara  
Nays: None  
Absent: Councilor Adams, President Rielly

2. **Order 2018-161. Authorizing Acceptance of Police Department Forfeiture Funds.**

- a. Motion to approve first and final reading of Order 2018-161.  
Moved by Vice President O’Hara, seconded by Councilor Chau.
  - b. President Pro Tem Rairdon opened the floor for public comment. No one spoke.
  - c. Revisiting the motion to approve first and final reading of Order 2018-161.  
**Motion carried. Order 2018-161 adopted. (Vote 5-0-2)**  
Ayes: Councilor Chau, Councilor Peoples, President Pro Tem Rairdon, Councilor Turcotte, Vice President O’Hara  
Nays: None  
Absent: Councilor Adams, President Rielly
3. **Order 2018-162. Establishing Chapter 39 in the Westbrook Code of Ordinances, Entitled *Development Assessment Districts*, and Establishing the Waterstone Omnibus Tax Increment Financing District #15 Development Assessment.**
- a. Motion to approve the first of two readings of Order 2018-162.  
Moved by Vice President O’Hara, seconded by Councilor Peoples.
  - b. The following individuals commented on the motion to approve first reading of the legislation:
    - i. Mr. Bryant
  - c. Revisiting the motion to approve the first of two readings of Order 2018-162.  
**Motion carried by a show of hands. None opposed.**
4. **Order 2018-163. Authorizing Amendment to Zoning Map – Business Professional Office District Parcels on Outer Stroudwater Street.**
- a. Ms. Holmes noted for the record that this item requires a public hearing, scheduled for the Regular City Council Meeting held on November 5, 2018. Notice is to be published in the American Journal on October 18 & 25, 2018.
  - b. Motion to approve the first of two readings of Order 2018-163.  
Moved by Councilor Turcotte, seconded by Councilor Peoples.
  - c. President Pro Tem Rairdon opened the floor for public comment. No one spoke.
  - d. Revisiting the motion to approve the first of two readings of Order 2018-162.  
**Motion carried by a show of hands. None opposed.**
5. **Order 2018-164. Authorizing Award of Bid for Police Vehicle.**
- a. Motion to approve the first of two readings of Order 2018-164.  
Moved by Councilor Peoples, seconded by Vice President O’Hara.
  - b. The following individuals commented on the motion to approve first reading of the legislation:
    - i. President Pro Tem Rairdon
    - ii. Chief Roberts

iii. Councilor Chau

c. Revisiting the motion to approve the first of two readings of Order 2018-164.

**Motion carried by a show of hands. None opposed.**

6. **Order 2018-165.** The first line of the title for Order 2018-165 was included on the agenda, reading “Authorizing Purchase of Tables, Chairs, and Refrigerator for the Westbrook”; however, this title was not complete, and the proposed legislation was not included in the packet of legislation for consideration this evening. Mr. Bryant noted that this item would be included on the following City Council meeting agenda.

#### **PUBLIC COMMENT**

President Pro Tem Rairdon opened the floor for the second and final public comment period of the evening. The following individuals spoke:

1. Ms. Holmes
2. Vice President O’Hara

Mr. Bryant noted that the television broadcast of this evening’s meeting lost audio partway through the meeting, following the presentation of the plaque to Mr. Saunders. This evening’s meeting will be rebroadcast at a later date once the audio issues have been resolved.

#### **ADJOURNMENT**

Motion to adjourn at 8:45pm.

Moved by Vice President O’Hara, seconded by Councilor Peoples.

**Motion carried by a show of hands. None opposed.**