



**WESTBROOK CITY COUNCIL
SPECIAL CITY COUNCIL MEETING MINUTES
MONDAY, JANUARY 24, 2022 AT 7:00 PM
WESTBROOK PERFORMING ARTS CENTER
471 STROUDWATER ST.**



I. READING THE CALL FOR A SPECIAL CITY COUNCIL MEETING

Asst. City Administrator/City Clerk Angela Holmes noted for the record that a Special City Council meeting was called by Mayor Michael T. Foley on January 20, 2022. Notice of the meeting was emailed to City Councilors and posted to the City's website.

II. ROLL CALL

Call to Order. Meeting called to order at 7:06pm by City Council President Anna A. Turcotte.

City Councilors Present: Michael Shaughnessy (At-Large), David C. Morse (Ward 1, Vice President), Victor Chau (Ward 2), Gary Rairdon (Ward 4), Jennifer Munro (Ward 5), Claude Rwaganje (At-Large), Anna A. Turcotte (Ward 3, President)

City Councilors Absent: None

Other City Officials Present: Jerre Bryant (City Administrator), Natalie Burns (City Solicitor), Michael T. Foley (Mayor), Angela Holmes (Asst. City Administrator/City Clerk), Suzanne Knight (Finance Director), Sean Lally (Police Chief), Dena Lebeda (Tax Collector), Kelsey Ledoux (Executive Assistant), Stephen Sloan (Interim Fire Chief)

III. PLEDGE OF ALLEGIANCE

President Turcotte led all present in the Pledge of Allegiance.

IV. APPROVAL OF MINUTES

President Turcotte stated that unless any objections were received, the minutes would stand as presented. No objections received. The following minutes stand as presented:

December 6, 2021 - Regular City Council Meeting
December 20, 2021 - Council Workshop & Special City Council Meeting
January 3, 2022 - Committee of the Whole Meeting & Regular City Council Meeting

V. MAYOR'S MESSAGE

Mayor Foley read his message into the record. The full text of the Mayor's Message is attached to these minutes.

VI. CITY COUNCIL MESSAGES

President Turcotte opened the floor for City Council messages. Councilors provided the following updates:

- President Turcotte announced that she was thankful to Councilor Munro, who has agreed to serve as the Vice Chair for City Council's Public Safety Committee.
- Vice President Morse acknowledged the passing of Nan Heald, the Pine Tree Legal Assistance Director.
- Councilor Shaughnessy noted that he has had discussions with people at the university about adopting a land acknowledgement at the beginning of each City Council meeting, specifically for the Abenaki and Wabanaki people, to acknowledge trauma and injustices. He will provide additional information to City Council members.

VII. STUDENT REPRESENTATIVE UPDATE

There was no Student Representative update.

VIII. PUBLIC COMMENT

President Turcotte opened the floor for the first public comment portion of this meeting. The following individuals spoke: None

IX. UNFINISHED BUSINESS

There was no unfinished business for consideration.

X. ORDERS OF THE DAY (SECOND AND FINAL READING)

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

Order 2022-1. Authorizing Acceptance & Expenditure of 2021 Edward Byrne Memorial Justice Assistance Grant.

Order 2022-2. Authorizing Award of Bid for Fire & Rescue Department Protective Clothing.

Motion to approve second and final reading of Orders 2021-1 and 2021-2.

Moved by Vice President Morse, seconded by Councilor Chau.

President Turcotte asked if any Councilor would like to consider any item separately. No one spoke.

President Turcotte opened the floor for comments on the motion. The following individuals spoke:

None

Motion carried. Orders 2022-1 and 2022-2 adopted. (Vote 7-0)

Ayes: Shaughnessy, Morse, Chau, Rairdon, Munro, Rwaganje, Turcotte

Nays: None

XI. 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.

Resolves (One Reading Required)

Resolve 2022-3. Approving the Appointment of Constables for the Westbrook Housing Authority.

Motion to approve the first and final reading of the legislation.

Moved by Councilor Shaughnessy, seconded by Councilor Rairdon.

President Turcotte opened the floor for comments on the motion. The following individuals spoke:

None

Motion carried. Resolve 2022-3 adopted. (Vote 7-0)

Ayes: Shaughnessy, Morse, Chau, Rairdon, Munro, Rwaganje, Turcotte

Nays: None

Orders (One Reading Required)

Order 2022-3. Authorizing Agreement for COVID-19 Test Transportation.

Motion to approve the first and final reading of the legislation.

Moved by Vice President Morse, seconded by Councilor Rairdon.

President Turcotte opened the floor for comments on the motion. The following individuals spoke:

Mayor Foley

Motion carried. Order 2022-3 adopted. (Vote 7-0)

Ayes: Shaughnessy, Morse, Chau, Rairdon, Munro, Rwaganje, Turcotte

Nays: None

Order 2022-4. Amending the Westbrook Code of Ordinances Regarding Real Estate Tax Collection at Mobile Home Parks.

Motion to approve the first and final reading of the legislation.

Moved by Councilor Rairdon, seconded by Councilor Chau.

President Turcotte opened the floor for comments on the motion. The following individuals spoke:

Mayor Foley, John Henry Jordan (Managing Agent for the Hamlet Mobile Home Park, attending via Zoom), Councilor Morse, Ms. Burns

Motion carried. Order 2022-4 adopted. (Vote 7-0)

Ayes: Shaughnessy, Morse, Chau, Rairdon, Munro, Rwaganje, Turcotte

Nays: None

Order 2022-5. Authorizing Participation in National Opioids Settlements.

Motion to approve the first and final reading of the legislation.

Moved by Vice President Morse, seconded by Councilor Rairdon.

President Turcotte opened the floor for comments on the motion. The following individuals spoke:

Mayor Foley, Councilor Shaughnessy, President Turcotte

Motion carried. Order 2022-5 adopted. (Vote 7-0)

Ayes: Shaughnessy, Morse, Chau, Rairdon, Munro, Rwaganje, Turcotte

Nays: None

Orders (Two Readings Required)

Order 2022-6. Approving Write-Off of Uncollectible Personal Property Taxes.

Motion to approve the first of two readings of the legislation.
Moved by Councilor Rairdon, seconded by Councilor Rwaganje.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
Councilor Morse, Mayor Foley, Mr. Bryant, Councilor Rwaganje
Motion carried by a show of hands. None opposed.

Order 2022-7. Authorizing Write-Off of Uncollectible Real Estate Taxes.

Motion to approve the first of two readings of the legislation.
Moved by Councilor Rairdon, seconded by Councilor Rwaganje.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
None
Motion carried by a show of hands. None opposed.

Order 2022-8. Authorizing Purchase of IV Medication Pumps.

Motion to approve the first of two readings of the legislation.
Moved by Councilor Rwaganje, seconded by Councilor Rairdon.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau
Motion carried by a show of hands. None opposed.

Order 2022-9. Authorizing Acceptance & Expenditure of STOP Violence Against Women Grant.

Motion to approve the first of two readings of the legislation.
Moved by Vice President Morse, seconded by Councilor Shaughnessy.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
President Turcotte, Mr. Bryant
Motion carried by a show of hands. None opposed.

Order 2022-10. Authorizing Purchase of a Command Vehicle for the Fire Department.

Motion to approve the first of two readings of the legislation.
Moved by Councilor Rwaganje, seconded by Councilor Chau.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
Mayor Foley, Councilor Rairdon
Motion carried by a show of hands. None opposed.

Order 2022-11. Authorizing Agreement with Portland Water District for Water Main Work at Westbrook Common.

Motion to approve the first of two readings of the legislation.
Moved by Vice President Morse, seconded by Councilor Rairdon.
President Turcotte opened the floor for comments on the motion. The following individuals spoke:
Mayor Foley
Motion carried by a show of hands. None opposed.

XII. PUBLIC COMMENT

President Turcotte opened the floor for the second and final public comment portion of this meeting. The following individuals spoke: None

XIII. REFERRALS

There were no referrals for consideration.

XIV. COMMITTEE REPORTS

The following items remain in their City Council Committees for deliberation. No updates were provided by Committee Chairs.

Committee of the Whole

Residential Landlord Registration

Amending Land Use Ordinance to Expand Medical & Recreational Marijuana Businesses

Comprehensive Ethics Reform

Facilities & Streets Committee

Austin Street Extension

Sidewalks & Traffic at Haskell Street

Condition of Westbrook Middle School Baseball Field

Traffic Issues on Forest Street

Finance Committee

Creating a Fire Truck Fund

Public Safety Committee

Use of Force Policy Analysis

XV. EXECUTIVE SESSION

There were no requests for an Executive Session.

XVI. ADJOURNMENT

Motion to adjourn at 8:05pm.

Moved by Councilor Rairdon, seconded by Councilor Rwaganje.

Motion carried by a show of hands. None opposed.



MAYOR'S OFFICE



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MAYOR'S MESSAGE

January 24, 2022

COVID-19 TESTING

We are continuing to offer COVID-19 testing at the Public Safety Building, 570 Main Street, in partnership with Maine CDC & DHHS. Our testing site will provide a valuable regional resource, making it easy for community members & businesses to protect one another with appropriate and free testing. As of late last month, we have switched from the known nasal test to a saliva test. This is still a PCR test, and one benefit of the new version is that it will cut down the time to get results to 12-36 hours. The results will be sent automatically to your email and through a text message as soon as the results are done. Testing will continue to be conducted by appointment only and we are working to expand available appointments. More details are available on our website.

WINTER PARKING UPDATES

We'd like to remind everyone that the City's Winter Parking Ban is in effect from November 15th through April 15th, from 12am – 6am. In addition, we have special winter parking regulations for the downtown. These parking restrictions are necessary to help our Public Services crews clear the streets & lots in a safe and effective manner. We are currently short staffed in this department so cleanup efforts might take a little longer than usual and we thank everyone in advance for their patience & understanding. If anyone is interested in working with us, please visit westbrookmaine.com/jobs for more information. Our teams do an outstanding job, and we thank them for their continued efforts to keep our roads safe and clean during the winter.

DOG LICENSES

All dog licenses in the State of Maine expired on December 31st. However, the State gives all dog owners a one-month grace period during the month of January to renew your dog's license without receiving a late penalty. Please remember to license your dogs this month, either online at or in person at City Hall.

UPCOMING MEETINGS

Our next regular meeting will be on Monday, February 7th with a Finance Committee meeting prior to have our most recent audit presented by the City's auditing firm. Audit books have been provided to the City Council this evening and it will be posted on our website. We also have a rescheduled joint meeting with the Westbrook School Committee on Wednesday, February 9th here at the PAC at 5:30pm, prior to their regularly scheduled meeting. Our second City Council meeting for February is on Monday, February 28th.

ICE DISK

As many know by now, the famed Ice Disk returned earlier this month creating much excitement in the community and region. We are very grateful for this work of mother nature that continues to help put Westbrook on the map and bring business to the community! It seems as if the conditions of the Presumpscot River will allow this to happen in the future and we'll work with our partners at Discover Downtown Westbrook on the feasibility for a small Ice Disk festival should this happen in the future.

SHAW'S SUPERMARKET

Last week, Shaw's announced it will be closing its store in the Westbrook Crossing plaza in February. Like many retailers, they are constantly evaluating the performance of their stores and closing this location was a tough decision. Their goal is to relocate as many employees as possible to other locations in the region. We will be working with them and the property owner on a replacement retailer for this location.