



**WESTBROOK CITY COUNCIL
SPECIAL CITY COUNCIL MEETING MINUTES
MONDAY JANUARY 27, 2020
WESTBROOK HIGH SCHOOL ROOM 114**



READING THE CALL

City Clerk Angela Holmes noted for the record that this Special City Council meeting was called by Mayor Michael T. Foley on January 24, 2020. Notice of the meeting was emailed to all City Councilors and was posted on the City's website.

CALL TO ORDER

Meeting called to order at 7:20pm by City Council President Gary Rairdon.

City Councilors Present: Claude Rwaganje (At-Large); Michael Shaughnessy (At-Large); David C. Morse (Ward 1); Victor Chau (Ward 2); Gary Rairdon (Ward 4, President)

City Councilors Absent: Anna A. Turcotte (Ward 3, Vice President); Elliot Storey (Ward 5)

Other City Officials Present: Jerre Bryant (City Administrator); Rosemary Bebris (Director of Walker Memorial Library); Natalie Burns (Legal Counsel); Eric Dudley (Director of Engineering & Public Services); Stephen Fields (Assistant City Administrator/Director of Human Resources); Michael T. Foley (Mayor); Jennie Franceschi (Director of Planning & Code Enforcement); Angela Holmes (City Clerk); Katherine Kelley (Wastewater Manager); Suzanne Knight (Finance Director); Sean Lally (Police Captain); Dena Lebeda (Tax Collector); Arty Ledoux (Public Services Director of Operations); Leah Rachin (Legal Counsel); Lillian Ranco (Student Representative); Rebecca Spitella (Assistant Planner); Andrew Turcotte (Fire Chief)

PLEDGE OF ALLEGIANCE

President Rairdon led all present in the Pledge of Allegiance.

MINUTES

No minutes were presented.

MAYOR'S MESSAGE

Mayor Foley shared the following messages:

1. Corey Huntress and Muhammad Khan have been appointed to the Public Safety Commission.
2. A ribbon cutting ceremony for the Office of Veteran Services was held on January 17, 2020.
3. The Westbrook Inaugural Ball was held on January 25, 2020. The event was held without using any taxpayer funds. Ticket sales from the sold-out event raised \$1,500 to be donated to local organizations. \$500 will be donated to Just Love Worldwide, which support victims of sex trafficking. \$500 will be donated to the Westbrook Community Center, and \$500 will be donated to start a new Veteran Support Fund, to be administered by the new Veteran Service Office to help veterans in need.

4. The annual Maine Association of Police Banquet was held on January 25, 2020, and Police Chief Janine Roberts was awarded the David W. Pickering Chiefs Award. Congratulations Chief!
5. The Mayor presented a proclamation in honor of Eagle Scout Charles Spinney on January 25, 2020.
6. The Mayor, Mr. Bryant and Economic Development staff attended an event in Portland where the new Roux Institute of Northeastern University was announced.
7. The Office of the State Treasurer contacted the City of Westbrook regarding refund checks in the amount of \$104 that will be sent to all qualified homesteaders through the Property Tax Relief Fund.
8. The Community Center is offering a driver's education course from January 20 – February 10, 2020, and an After-School Golf Simulator Program from February – March.

STUDENT REPRESENTATIVE UPDATE

Ms. Ranco shared the following messages:

1. The Westbrook High School Chamber Singers will host a cabaret spaghetti dinner on January 31, 2020 to raise funds for a trip to Chicago.

PUBLIC COMMENT

President Rairdon opened the floor for the first public comment portion of the evening's meeting. No one spoke.

ORDERS OF THE DAY (SECOND AND FINAL READING)

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

1. **Order 2020-2. Authorizing Extension to Senior Property Tax Assistance Program.**
Order 2020-3. Authorizing Acceptance & Expenditure of Edward Byrne Memorial Justice Assistance Grant.
Order 2020-4. Authorizing Acceptance & Expenditure of High Visibility Distracted Driving Enforcement Grant.
Order 2020-5. Authorizing Acceptance & Expenditure of Pedestrian & Vehicle Traffic Enforcement Grant.
Order 2020-6. Authorizing Purchase of Recording System for Police Department Interview Rooms.
Order 2020-7. Authorizing Acceptance & Expenditure of Enbridge Safe Community Program Grant.
Order 2020-8. Authorizing Award of Bid for Saco Street Retaining Wall.
Order 2020-9. Authorizing Award of Bid for Mowing Services.
Order 2020-10. Authorizing Fire Department Call Company Pay Scale Adjustment.
Order 2020-11. Authorizing Payments for County Road Pump Station Project.
Motion to approve second and final reading of Orders 2020-2 through 2020-11.
Moved by Councilor Chau, seconded by Councilor Shaughnessy.
President Rairdon asked if any Councilor wishes any item to be considered separately. No one spoke.
President Rairdon opened the floor for comments on the motion to approve Orders 2020-2 through 2020-11. The following individuals spoke: Mayor Foley, Councilor Chau
Motion carried. Orders 2020-2 through 2020-11 adopted. (Vote 5-0-2)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon

Nays: None
Absent: Storey, Turcotte

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. **Resolve 2020-5. Appointing Westbrook Housing Authority Constables.
Resolve 2020-6. Appointing Craig Schneider as a Constable.**
Motion to approve first and final reading of Resolves 2020-5 and 2020-6.
Moved by Councilor Chau, seconded by Councilor Rwaganje.
President Rairdon asked if any Councilor wished to consider these items separately. No one spoke.
President Rairdon opened the floor for comments on the motion. No one spoke.
Motion carried. Resolves 2020-5 and 2020-6 adopted. (Vote 5-0-2)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon
Nays: None
Absent: Storey, Turcotte

2. **Resolve 2020-7. Approving Recreation & Conservation Commission Appointments.**
Motion to approve first and final reading of Resolve 2020-7.
Moved by Councilor Chau, seconded by Councilor Shaughnessy.
Councilor Morse noted for the record that one of the appointees, Kaitlyn Morse, is his spouse, but that he did not feel this was a conflict which would prevent him from voting on the legislation.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Mayor Foley
Motion carried. Resolve 2020-7 adopted. (Vote 5-0-2)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon
Nays: None
Absent: Storey, Turcotte

3. **Resolve 2020-8. Setting the Hours of Voter Registration & Polls for the March 3, 2020 Election.**
Motion to approve first and final reading of Resolve 2020-8.
Moved by Councilor Morse, seconded by Councilor Chau.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau, Ms. Holmes, Mayor Foley
Motion carried. Resolve 2020-8 adopted. (Vote 5-0-2)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon
Nays: None
Absent: Storey, Turcotte

4. **Resolve 2020-9. Accepting the Planning Board's Annual Report for 2019.**
Motion to approve first and final reading of Resolve 2020-9.
Moved by Councilor Shaughnessy, seconded by Councilor Morse.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau, Mayor Foley
Motion carried. Resolve 2020-9 adopted. (Vote 5-0-2)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon

Nays: None
Absent: Storey, Turcotte

5. **Resolve 2020-10. Endorsing the 2020 Community Development Block Grant (CDBG) Applications.**

Motion to approve first and final reading of Resolve 2020-10.

Moved by Councilor Shaughnessy, seconded by Councilor Chau.

Councilor Rwaganje noted for the record that he is on the Board of Directors for the Intercultural Community Center.

Councilor Shaughnessy noted for the record that he is the President of the Friends of the Presumpscot River.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Chau, Mr. Bryant, Councilor Rwaganje, President Rairdon

Motion carried. Resolve 2020-10 adopted. (Vote 5-0-2)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon

Nays: None

Absent: Storey, Turcotte

6. **Order 2020-12. Adopting Findings Concerning Appeal of Sewer Commission Determination.**

Ms. Holmes noted for the record that Ms. Rachin had not yet completed the Findings to be attached to this item and asked that this item be postponed until later in the agenda.

Motion to pass over Order 2020-12 and to return to it later in the agenda.

Moved by Councilor Chau, seconded by Councilor Rwaganje.

Motion carried by a show of hands. None opposed.

7. **Order 2020-13. Amending the Uniform Traffic Ordinance, Regarding Parking on Oak Street.**

Order 2020-14. Amending the Uniform Traffic Ordinance, Regarding Parking on Dunn Street.

Motion to approve first and final reading of Orders 2020-13 and 2020-14.

Moved by Councilor Chau, seconded by Councilor Morse.

President Rairdon asked if any Council wished to consider these items separately. No one spoke.

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

President Rairdon, Councilor Shaughnessy.

Motion carried. Orders 2020-13 and 2020-14 adopted. (Vote 5-0-2)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon

Nays: None

Absent: Storey, Turcotte

8. **Order 2020-12. Adopting Findings Concerning Appeal of Sewer Commission Determination.**

Ms. Holmes noted for the record that Ms. Rachin had completed the Findings to accompany this Order.

Ms. Rachin read the draft Findings into the record, and asked City Council to authorize the City Clerk to sign and mail the Findings on the Council's behalf.

Motion to approve first and first reading of Order 2020-12, denying the appeal, and to authorize the City Clerk to sign the Findings on behalf of City Council.

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion. No one spoke.

Motion carried. Orders 2020-12 adopted. (Vote 5-0-2)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Rairdon

Nays: None

Absent: Storey, Turcotte

9. **Order 2020-15. Authorizing Agreement for Consulting Services for City Forest Master Plan.**
Motion to approve the first of two readings for Order 2020-15.
Moved by Councilor Morse, seconded by Councilor Shaughnessy.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau, Mr. Bryant, Phil Spiller, Jr. (Recreation & Conservation Commission), Councilor Shaughnessy
Motion carried by a show of hands. None opposed.
10. **Order 2020-16. Authorizing Acceptance & Expenditure of TC Energy Foundation Grant.**
Motion to approve the first of two readings for Order 2020-16.
Moved by Councilor Morse, seconded by Councilor Chau.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau, Mr. Bryant, Chief Turcotte
Motion carried by a show of hands. None opposed.
11. **Order 2020-17. Authorizing Acceptance of Westbrook Energy Center Donation.**
Motion to approve the first of two readings for Order 2020-17.
Moved by Councilor Morse, seconded by Councilor Shaughnessy.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau
Motion carried by a show of hands. None opposed.
12. **Order 2020-18. Authorizing Expenditure for Emergency Repairs to Fire Engine 1.**
Motion to approve the first of two readings for Order 2020-18.
Moved by Councilor Morse, seconded by Councilor Rwaganje.
President Rairdon opened the floor for comments on the motion. No one spoke.
Motion carried by a show of hands. None opposed.
13. **Order 2020-19. Authorizing Acceptance of 2018 Community Development Block Grant (CDBG) Funds & Award of Bid for Walker Memorial Library Window Project.**
Motion to approve the first of two readings for Order 2020-19.
Moved by Councilor Shaughnessy, seconded by Councilor Morse.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Councilor Chau, Mr. Bryant, Councilor Shaughnessy
Motion carried by a show of hands. None opposed.
14. **Order 2020-20. Approving the 2018-2021 Collective Bargaining Agreement with the Public Service Unit.**
Motion to approve the first of two readings for Order 2020-20.
Moved by Councilor Chau, seconded by Councilor Rwaganje.
President Rairdon opened the floor for comments on the motion. No one spoke.
Motion carried by a show of hands. None opposed.
15. **Order 2020-21. Authorizing Acceptance & Expenditure of High Visibility Impaired Driving Enforcement Grant.**
Motion to approve the first of two readings for Order 2020-21.

Moved by Councilor Morse, seconded by Councilor Chau.
President Rairdon opened the floor for comments on the motion. The following individuals spoke:
Mayor Foley

Motion carried by a show of hands. None opposed.

16. Order 2020-22. Granting Easement to Portland Water District.

Motion to approve the first of two readings for Order 2020-22.

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion. No one spoke.

Motion carried by a show of hands. None opposed.

PUBLIC COMMENT

President Rairdon opened the floor for the second and final public comment portion of the evening's meeting. The following individuals spoke: President Rairdon, Councilor Rwaganje, Councilor Shaughnessy

REFERRALS

There were no new referrals.

COMMITTEE REPORTS

There were no reports from City Council committees.

EXECUTIVE SESSION

Motion to enter into Executive Session at 8:30pm pursuant to 1 M.R.S.A. § 405-6(E) to discuss City Council's legal rights and duties, inviting the Mayor, City Administrator, Assistant City Administrator/Director of Human Resources, City Solicitor, City Clerk, Student Representatives, Finance Director and Tax Collector to attend.

Moved by Councilor Chau, seconded by Councilor Morse.

Motion carried by a show of hands. None opposed.

RECONVENE

The meeting reconvened at 8:51pm.

City Councilors Present: Claude Rwaganje (At-Large); Michael Shaughnessy (At-Large); David C. Morse (Ward 1); Victor Chau (Ward 2); Gary Rairdon (Ward 4, President)

City Councilors Absent: Anna A. Turcotte (Ward 3, Vice President); Elliot Storey (Ward 5)

Other City Officials Present: Jerre Bryant (City Administrator); Stephen Fields (Assistant City Administrator/Director of Human Resources); Michael T. Foley (Mayor); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Dena Lebeda (Tax Collector); Lillian Ranco (Student Representative)

ADJOURNMENT

Motion to adjourn at 8:51pm.

Moved by Councilor Chau, seconded by Councilor Shaughnessy.

Motion carried by a show of hands. None opposed.