

**WESTBROOK CITY COUNCIL  
SPECIAL CITY COUNCIL MEETING MINUTES  
MONDAY JANUARY 28, 2019  
WESTBROOK HIGH SCHOOL, ROOM 114**

---

**READING THE CALL**

City Clerk Angela Holmes noted for the record that this evening's Special City Council meeting was called on Friday January 25, 2019 by Mayor Michael Sanphy. Notice was emailed to City Councilors and posted to the City website.

**CALL TO ORDER**

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

**City Councilors Present:** Lynda Adams (Ward 5); Victor Chau (Ward 2); Michael T. Foley (At-Large); Gary Rairdon (Ward 3, President); Anna A. Turcotte (Ward 4, Vice President)

**City Councilors Absent:** Ann E. Peoples (At-Large); Brendan Rielly (Ward 1)

**Other City Officials Present:** Jerre Bryant (City Administrator); Natalie Burns (Legal Counsel); Sadie Cross (Student Representative); Eric Dudley (Director of Engineering & Public Services); Stephen Fields (Assistant City Administrator/Director of Human Resources); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Megan Perry (Community Policing Coordinator); Greg Post (Interim Director of Community Services); Janine Roberts (Police Chief); Michael Sanphy (Mayor); Daniel Stevenson (Director of Economic Development); Andrew Turcotte (Fire Chief)

**PLEDGE OF ALLEGIANCE**

President Rairdon led all present in the Pledge of Allegiance.

**MINUTES**

President Rairdon stated that unless any objections are received, the minutes from the January 7, 2019 Regular City Council Meeting and Special City Council Meeting will stand as presented. No objections were received; minutes stand as presented.

**MAYOR'S MESSAGE**

Mayor Sanphy invited the individuals listed below to provide updates from the City Administration.

1. Mr. Bryant provided an update on the Westbrook Community Center, which had a major electrical failure. While the incident was confined to the electrical room, it caused significant damage to the electrical system in the entire building. The City is utilizing generators and a heater to keep the building above freezing while temporary electrical service is being completed. This temporary electrical service will serve the front of the building, and will allow primarily social service agencies, General Assistance and the Community Center administration to return, likely within the next week. The pool, locker rooms and gym will not be reopened until the permanent repairs are completed, about 6-8 weeks out. The fire alarm system was damaged, and the sprinkler system is being recharged today. Mr. Bryant thanked the many businesses and organizations who reached out the City to provide assistance during this time. Most non-aquatic programs have been temporarily relocated to the Westbrook schools or to the Westbrook Housing Authority buildings. The swim team moved to a pool at a neighboring

community. Portland is extending resident pool rates to Westbrook residents while our pool is unavailable. Hannaford provided freezer space to Meals on Wheels so meals might be preserved until needed. Westbrook Little League has given space to Meals on Wheels. Good Shepherd Food Bank has a mobile food pantry which will operate in the Community Center parking lot on Tuesdays from 10am – 1pm. Mr. Bryant thanked the Fire Department and the Community Center staff who responded to the incident. There were several activities underway when the fire happened, and the building was evacuated quickly. Mr. Bryant also thanked Corey Electric, which provides fire and electrical inspections services to the City, for responding quickly and working diligently to allow the building to reopen. Mr. Bryant noted for City Council that revenues from Community Center programming will be off this year.

President Rairdon thanked everyone as well.

2. Chief Roberts invited Megan Perry, Community Policing Coordinator, to the podium to give a presentation on the City's Community Policing Program.

The following individuals provided questions and/or comments: President Rairdon, Councilor Foley

### **STUDENT REPRESENTATIVE UPDATE**

Ms. Cross provided the following updates from Westbrook High School:

1. There was a small lapse in the Westbrook Swim Team season due to the electrical fire at the Community Center. The team has been practicing at the South Portland Community Center pool and is very grateful to South Portland's swim team for reaching out and offering this option.
2. The Westbrook High School music program has done a great job. The Jazz Ensemble came in fourth place in a recent competition.
3. Share Table, a new program at the school, has been in operation for about a week. This was started by the High School environmental science teacher and allows students to place any uneaten and unwanted food at a designated table with a mini-fridge in the cafeteria. Students are allowed to access this food at any point during the day. This provides more snack and meal options to students.
4. Westbrook High School is starting a Student Council. Elections were held last year to include three representatives from each grade. The Student Council will hold monthly public forums, with topics as follows:
  - a. February – gender inclusivity
  - b. March – feedback on the proficiency system
  - c. April – mental health awareness
  - d. May – expanding cafeteria options to include vegan or ethnic options

### **PUBLIC COMMENT**

President Rairdon opened the floor for the first public comment portion of the evening's meeting. The following individuals spoke: Councilor Adams, Councilor Foley, Vice President Turcotte, Councilor Chau, Ms. Holmes, Christine Latini (170 Pierce Street), Diane Russo (owner of Charlie's Towing), Mr. Bryant.

## **ORDERS OF THE DAY (SECOND AND FINAL READING)**

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

1. **Order 2019-5. Approving 2018-2021 Collective Bargaining Agreement with Public Safety Dispatch Unit.**  
**Order 2019-6. Authorizing Acceptance and Expenditure of Speed Enforcement Grant Funds.**  
**Order 2019-7. Authorizing Acceptance and Expenditure of Impaired Driving Grant Funds.**  
**Order 2019-8. Authorizing Purchase of Tax Collection Software.**  
**Order 2019-9. Authorizing Three-Party Partnership Agreement for Overlay on Cumberland Street.**  
**Order 2019-10. Authorizing Purchase of Manhole Frames and Covers and Amending the Sewer Fund Annual Vendor List.**  
**Order 2019-11. Authorizing Amendment to Order 2018-129, Safety Intercom System at Westbrook Community Center.**  
**Order 2019-12. Authorizing Expenditure for Extension of Water Service.**  
**Order 2019-13. Granting Permanent Non-Exclusive Easement to Vallee Square Holding, LLC.**  
Motion to approve second and final reading of Orders 2019-5 through 2019-13.  
Moved by Councilor Foley, seconded by Vice President Turcotte.  
President Rairdon asked if any Councilor would like any of these Council Orders considered separately; he asked that Council consider 2019-13 separately. No other requests were made.

President Rairdon opened the floor for comments on the motion to approve Orders 2019-5 through 2019-12; none received.

### **Motion to carried. Orders 2019-5 through 2019-12 adopted. (Vote 5-0-2)**

Ayes: Adams, Chau, Foley, Rairdon, Turcotte

Nays: None

Absent: Peoples, Rielly

President Rairdon opened the floor for comments on the motion to approve Order 2019-13. The following individuals spoke: Mr. Bryant, Councilor Foley.

Motion to amend Order 2019-13 to include the statement, "The deed will not be finalized and delivered to Vallee Square Holding, LLC until Vallee Square Holding, LLC has finalized its purchase of the property located at 863 Main Street and 3 Vallee Square."

Moved by Councilor Foley, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion to amend Order 2019-13. The following individuals spoke: Councilor Adams, Mr. Bryant.

### **Motion carried by a show of hands. None opposed. Order 2019-13 amended.**

President Rairdon opened the floor for comments on the motion to approve second and final reading of Order 2019-13, as amended; none received.

### **Motion carried. Order 2019-13 adopted, as amended. (Vote 5-0-2)**

Ayes: Adams, Chau, Foley, Rairdon, Turcotte

Nays: None

Absent: Peoples, 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. **Liquor License Renewal Application for RT New England Franchise, LLC d/b/a Ruby Tuesday #7191, located at 11 Main Street, and for Mighty Mo, Inc. d/b/a Mister Bagel Westbrook, located at 609 Main Street, Suite 1.**  
Motion to approve the liquor license renewal application outlined above.  
Moved by Councilor Foley, seconded by Councilor Adams.  
President Rairdon opened the floor for comments on the motion; none received.  
**Motion carried by a show of hands. None opposed.**
  
2. **Resolve 2019-2. Reappointing Steven Rand and Appointing John O'Hara to the Westbrook Environmental Improvement Corporation.**  
Motion to approve first and final reading of Resolve 2019-2.  
Moved by Councilor Adams, seconded by Councilor Foley.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Foley.  
**Motion carried. Resolve 2019-2 adopted. (Vote 5-0-2)**  
Ayes: Adams, Chau, Foley, Rairdon, Turcotte  
Nays: None  
Absent: Peoples, Rielly
  
3. **Order 2019-14. Authorizing Acceptance of Donation for Park Bench.**  
**Order 2019-15. Authorizing Acceptance and Expenditure of Maine Municipal Association Safety Scholarship Grant.**  
**Order 2019-16. Authorizing Acceptance and Expenditure of Donation for Westbrook Recovery Liaison Program.**  
Motion to approve first and final reading of Orders 2019-14 through 2019-16.  
Moved by Councilor Adams, seconded by Councilor Chau.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Chau, Mr. Bryant.  
**Motion carried. Orders 2019-14 through 2019-16 adopted. (Vote 5-0-2)**  
Ayes: Adams, Chau, Foley, Rairdon, Turcotte  
Nays: None  
Absent: Peoples, Rielly
  
4. **Order 2019-17. Approving 2018-2021 Collective Bargaining Agreement with General Unit.**  
Motion to approve the first of two readings of Order 2019-17.  
Moved by Vice President Turcotte, seconded by Councilor Adams.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke: Mr. Bryant, Councilor Foley.  
**Motion carried by a show of hands. None opposed.**
  
5. **Order 2019-18. Authorizing Three-Party Partnership Agreement for Mill and Fill Resurfacing on Cumberland Street.**  
Motion to approve the first of two readings of Order 2019-18.  
Moved by Councilor Adams, seconded by Vice President Turcotte.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Chau, Mr. Bryant, Mr. Dudley, Councilor Foley, President Rairdon and Christine Latini (170 Pierce Street).

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

**6. Order 2019-19. Authorizing Purchase of Furniture for Westbrook Community Center.**

Motion to approve the first of two readings of Order 2019-19.

Moved by Vice President Turcotte, seconded by Councilor Foley.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Adams, Mr. Post, Councilor Chau, Vice President Turcotte, Ms. Holmes.

As a point of order, Ms. Holmes noted that the chair vendor listed in the legislation was incorrect. Vice President Turcotte and Councilor Foley agreed to a friendly amendment to update the language to reflect the vendor listed in the attachment and Mr. Bryant's position paper. No motion to amend required.

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

**7. Order 2019-20. Authorizing Award of Bid for Gasoline and Diesel Fuel.**

Motion to approve the first of two readings of Order 2019-20.

Moved by Vice President Turcotte, seconded by Councilor Adams.

President Rairdon opened the floor for comments on the motion. Comments: Councilor Foley, Mr. Dudley.

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

**8. Order 2019-21. Authorizing Expenditure for Fire Department Training and Amending the FY 2018-2019 General Fund Annual Vendor List.**

Motion to approve the first of two readings of Order 2019-21.

Moved by Councilor Adams, seconded by Vice President Turcotte.

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

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

**9. Order 2019-22. Authorizing Westbrook Environmental Improvement Corporation Expenditure for Redevelopment of Westbrook Common.**

Motion to approve the first of two readings of Order 2019-22.

Moved by Vice President Turcotte, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Mr. Bryant, Mr. Stevenson, Vice President Turcotte, Councilor Foley, Councilor Adams.

**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: Vice President Turcotte, Mr. Stevenson.

**REFERRALS**

Motion to refer "reducing speed limit on Lincoln Street" to the Facilities & Streets Committee.

Moved by Councilor Foley, seconded by Vice President Turcotte.

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

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

**ADJOURNMENT**

Motion to adjourn at 8:46pm.

Moved by Councilor Chau, seconded by Vice President Turcotte.

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