



**WESTBROOK CITY COUNCIL
REGULAR CITY COUNCIL MEETING MINUTES
MONDAY JUNE 1, 2020 AT 6:00 PM
WESTBROOK PERFORMING ARTS CENTER
471 STROUDWATER ST**



CALL TO ORDER

Meeting called to order at 6:00pm by City Council President Gary Rairdon.

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

City Councilors Absent: None

Other City Officials Present: Jerre Bryant (City Administrator); Natalie Burns (City Solicitor); Melanie Fernald (Assistant Clerk); Stephen Fields (Assistant City Administrator/HR Director); Michael T. Foley (Mayor); Suzanne Knight (Finance Director); Dena Lebeda (Tax Collector); Ashley Rand (Deputy City Clerk); Janine Roberts (Police Chief); Daniel Stevenson (Director of Economic Development)

PLEDGE OF ALLEGIANCE

President Rairdon led all present in the Pledge of Allegiance.

RECESS FOR EXECUTIVE SESSION

Motion to enter into Executive Session, as provided under 1 M.R.S.A., Chapter 12, Public Records and Proceedings, Section 405, Executive Session, as outlined below:

Sec. 6(C) to discuss an economic development matter where premature disclosure would prejudice the bargaining position of the City, and

Sec. 6(E) to consult with legal counsel concerning legal rights and duties.

Said Executive Session to include the City Council, Mayor, City Solicitor, City Administrator, Assistant City Administrator, and Deputy City Clerk, and additionally for the first item the Economic Development Director and the private developer, and for the second item the Tax Collector and Finance Director.

Motion to recess into executive session at 6:05pm.

Moved by Vice President Turcotte, seconded by Councilor Chau.

Motion carried by a show of hands. None opposed.

RECONVENE

The meeting reconvened at 7:30pm.

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

City Councilors Absent: None

Other City Officials Present: Jerre Bryant (City Administrator); Natalie Burns (City Solicitor); Rose Debris (Library Director); Eric Dudley (Director of Public Services); Melanie Fernald (Assistant Clerk); Stephen Fields (Assistant City Administrator/HR Director); Michael T. Foley (Mayor); Katherine Kelley (Wastewater Manager); Suzanne Knight (Finance Director); Lynn Leavitt (Sustainability Coordinator); Ashley Rand (Deputy City Clerk); Janine Roberts (Police Chief); Daniel Stevenson (Director of Economic Development)

MAYOR'S MESSAGE

1. Mayor Foley read his message into the record. The full text of the Mayor's Message is attached to these minutes.
2. Mayor Foley invited Lynn Leavitt (Sustainability Coordinator) up to the podium to present an update on the MS4 Storm Water Program.

STUDENT REPRESENTATIVE UPDATE

1. This is the last week of School for all passing students. Any student that wishes to improve their grade, they will have two additional weeks to work with their teachers.
2. Students will keep their laptops until next school year.

PUBLIC COMMENT

President Rairdon opened the floor for the first public comment portion of the evening's meeting. The following individuals spoke: Councilor Storey, John Hilton (16 Lawrence Street), Chief Roberts, Jodie Griffith (211 Longfellow Street), Councilor Rwaganje, Mayor Foley, Councilor Shaughnessy

ORDERS OF THE DAY (SECOND AND FINAL READING)

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

1. **Order 2020-52 Authorizing Acceptance & Expenditure of COVID-19 Assistance Grant Funds**
Motion to approve second and final reading of Order 2020-52
Moved by Vice President Turcotte, seconded by Councilor Chau.
President Rairdon opened the floor for comments on the motion to approve Order 2020-52. No one spoke.
Motion carried. Order 2020-52 adopted. (Vote 7-0)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon, Storey
Nays: None
2. **Order 2020-53 Authorizing Amendment No. 3 to County Road Pump Station Upgrade Project Agreement & Authorizing Expenditure**
Order 2020-54 Authorizing Contract for Valuation Services
Motion to approve second and final reading of Orders 2020-53- Order 2020-54
Moved by Councilor Chau, seconded by Vice President Turcotte.
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 2020-53 through 54.

No one spoke.

Motion carried. Orders 2020-53 through 54 adopted. (Vote 7-0)

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

Nays: None

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.

1. PUBLIC HEARING

Proposal to pursue one of two options for the Cornelia Warren Outdoor Recreation Area:

Option 1 – Upgrade the existing outdoor pool

Option 2 – Remove the existing outdoor pool and replace it with a splash pad/park

President Rairdon opened the public hearing at 8:20. The following individuals spoke: Mayor Foley Mr. Post, John Hilton (16 Lawrence Street), Lucy Sweet (171 Falmouth Street) Sofie Sweet (171 Falmouth Street), Peggy Perks (159 Lincoln Street), Alec Wall (720 Main Street), Sara Andre (52 Cottage Place, Recreation and Conservation Committee), Colleen Hilton (64 Berkley Street), Vice President Turcotte Read into the Record an email from Shanna Hill, Vice President Turcotte, Joanne Eldridge (35 Brook Street), Jodie Griffith (211 Longfellow Street), Thomas Valente (1 Plymouth Road), Phil Spiller (76 Sawyer Road), Ms. Rand read into the record an email from Rachel Burnet, Councilor Morse read into the record an email from Katy Rice, Councilor Chau, Hilarie Schmalke (311 Park Rd), Councilor Shaughnessy, Councilor Rwaganje, President Rairdon

President Rairdon closed the public hearing at 9:21pm.

2. Liquor License Application (New Owner) – EAT Management, LLC d/b/a Corsetti's, 125 Bridgton Road

Ms. Rand noted for the record, this item requires a public hearing.

President Rairdon open the floor for public hearing. No one spoke. Public hearing closed.

Motion to approve liquor license for EAT Management, LLC d/b/a Corsetti's, 125 Bridgton Road

Moved by Councilor Chau, Seconded by Councilor Storey

Motion carried by show of hands non opposed. Liquor License approved.

3. Order 2020-55. Amending the Code of Ordinances Chapter 31, Traffic & Master Fine Schedule Regarding Traffic Fines.

Motion to approve the first and final reading for Order 2020-55.

Moved by Vice President Turcotte, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion to approve first and final reading of the legislation. The following individuals spoke: Councilor Storey, Mayor Foley

Motion carried. Legislation passed first and final reading. (Vote 7-1)

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

Nays: Storey

4. Order 2020-56. Authorizing Repeal & Replacement of Chapter 19, Walker Memorial Library.

Motion to approve the first of two readings for Order 2020-56.

Moved by Councilor Morse, seconded by Vice President Turcotte.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Mayor Foley, Ms. Rand read into the record an email from Karen Valley (12 Dearborn Street), Mayor Foley read into the record and email from the State of Maine Library Board, Kate Radke (Youth Services Librarian)

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

5. **Order 2020-57. Authorizing Expenditure for Walker Memorial Library Floor Replacement**

Motion to approve the first of two readings for Order 2020-57.

Moved by Vice President Turcotte, seconded by Councilor Rwaganje

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. No one spoke

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

6. **Order 2020-58. Authorizing Recreation and Conservation Commission Expenditure for Pride Preserve Project, Phase II**

Motion to approve the first of two readings for Order 2020-58.

Moved by Councilor Chau, seconded by Vice President Turcotte

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Mr. Bryant, Rachele Apse (Presumpscot Regional Land Trust), President Rairdon

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

7. **Order 2020-59 Authorizing Award of Bid for Longfellow Street Sewer Replacement Project**

Motion to approve the first of two readings for Order 2020-59.

Moved by Councilor Morse, seconded by Councilor Chau

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: President Rairdon, Ms. Kelley, Mr. Bryant

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

8. **Order 2020-60. Authorizing Expenditure for Sewer Line Inspection Services**

Motion to approve the first of two readings for Order 2020-60.

Moved by Vice President Turcotte, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. No one spoke

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

9. **Order 2020--61 Authorizing the Consolidation of the Maine Public Employees Retirement System (MePERS) Reserve Fund into the General Fund Balance and the Repeal of Orders 2015-77 and 2019-79**

Motion to approve the first of two readings for Order 2020-61.
Moved by Councilor Shaughnessy, seconded by Councilor Rwagnje
President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Councilor Chau, President Rairdon
Motion carried. Legislation passed first reading. (Vote 7-0)
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon, Storey
Nays: None

10. Order 2020-62. Authorizing the Use of Undesignated General Fund Balance to Pay Off Lease Purchase Agreements and Authorize Capital Purchases

Motion to amend order on the floor

Moved by Councilor Vice President Turcotte, seconded by Councilor Morse
Motion carried by show of hands, non-opposed.

Motion to approve the first of two readings for Order 2020-62 as amended.

Moved by Vice President Turcotte, seconded by Councilor Morse

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Mayor Foley, Vice President Turcotte

Motion carried. Legislation passed first reading. (Vote 7-0)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon, Storey
Nays: None

11. Order 2020-63. Authorizing the Use of \$968,105 of Undesignated General Fund Balance for the FY 2021 Payment to the Maine Public Employees Retirement System (MePERS)

Motion to approve the first of two readings for Order 2020-63.

Moved by Councilor Rwagnje, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. No one spoke

Motion carried. Legislation passed first reading. (Vote 7-0)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon, Storey
Nays: None

12. Order 2020-64. Authorizing Amendment to Comprehensive Resource Management Agreement and Contract Member Municipality Waste Handling and Recycling Agreement with ecomaine

Motion to approve the first of two readings for Order 2020-64.

Moved by Councilor Shaughnessy, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Councilor Storey, Mr. Bryant, Mayor Foley, President Rairdon, Councilor Morse, Councilor Chau

Motion carried. Legislation passed first reading. (Vote 6-1)

Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon
Nays: Storey

13. Order 2020-65. Amending Chapter 41, Property Tax Assistance, Reducing the Age Eligibility for the Senior Property Tax Assistance Program from 70 to 68

Motion to approve the first of two readings for Order 2020-65.

Moved by Councilor Rwaganje, seconded by Councilor Storey.

President Rairdon opened the floor for comments on the motion to approve first reading of the

legislation. The following individuals spoke: Mayor Foley, President Rairdon, Councilor Storey, Councilor Rwaganje

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

14. Order 2020-66. Authorizing the Use of the Unused Balance of School Capital Bond Funds to Pay Debt Service Expenses in the FY 2020, FY 2021 and FY 2022 Budgets

Motion to amend order on the floor

Moved by Councilor Vice President Turcotte, seconded by Councilor Morse

Motion carried by show of hands, non-opposed.

Motion to approve the first of two readings for Order 2020-66 as amended.

Moved by Vice President Turcotte, seconded by Councilor Morse

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. No one spoke.

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

15. Order 2020-67. Approving the FY 2020-2021 Annual Budget & Appropriations

Motion to approve the first of two readings for Order 2020-67.

Moved by Vice President Turcotte, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: Councilor Morse read into the record an email from Brenda Buccanan, Councilor Chau, President Rairdon, Ms. Rand read into the record an email from June Hunnefield, Councilor Morse, Ms. Debris, Mayor Foley, Councilor Rwaganje, Councilor Chau, Kate Radke (Youth Services Librarian)

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

16. Order 2020-68. Approving the FY 2020-2021 School Budget Warrants

Motion to approve the first of two readings for Order 2020-68.

Moved by Councilor Shaughnessy, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion to approve first reading of the legislation. The following individuals spoke: President Rairdon

Motion carried. Legislation passed first reading. (Vote 7-0)

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

Nays: None

17. Order 2020-69. Approving Write-Off of Uncollectable Real Property Taxes

Motion to table Order 2020-69.

Moved by Councilor Morse, seconded by Vice President Turcotte.

Motion carried. Item Tabled. (Vote 7-0)

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

Nays: None

PUBLIC COMMENT

President Rairdon opened the floor for the send and final public comment portion of the evening’s meeting. The following individuals spoke: Vice President Turcotte, Mayor Foley, President Rairdon, Councilor Rwaganje

REFERRALS

There were no new referrals.

COMMITTEE REPORTS

There were no reports from City Council committees.

ADJOURNMENT

Motion to adjourn at 11:06pm.

Moved by Councilor Chau, seconded by Councilor Storey

Motion carried. Meeting adjourned. (Vote 7-0)

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

Nays: None



MAYOR'S OFFICE



Mayor Michael T. Foley

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MAYOR'S MESSAGE

June 1, 2020

FY 2021 BUDGET

Tonight, Westbrook City Council will give first reading to the FY 2021 budget. Special thanks to the City Council Finance Committee, City department heads, and the School Committee and Administration for their collaboration on a budget which includes no tax rate increase. Second reading of the budget will occur on June 15, 2020, and the State Primary & School Budget Validation Referendum will be held on July 14, 2020.

WESTBROOK'S TAKEOUT & DELIVERY SUPPORT EFFORT CONTEST

Since the last Council meeting, we've announced three additional winners of the Westbrook Takeout & Delivery Support Effort Contest, each winning \$100 gift certificates to local businesses – John Malloy received a gift certificate to Rivers Edge Deli, Melissa Kesti a gift certificate to The Daily Grind, and Alison Bishop a gift certificate to Fajita Grill. Today's drawing will be done in advance for today's meeting and our next drawing will be next Monday. To enter the contest, visit the City website and upload photos of receipts from Westbrook restaurants totaling \$100 or more. We hope this program will help to infuse money into our local economy and help our local businesses.

EXPANDED OUTDOOR DINING & BUSINESS OPERATIONS

As noted in my latest press release, the Westbrook Food Service Establishments and Retail Outdoor Expansion plan now authorizes administrative review for businesses to expand to outdoor areas. In addition, we have closed Vallee Square to vehicular traffic and have placed additional picnic tables throughout the area to expand outdoor dining and seating in the downtown area for our businesses.

OPENING PARKS & PLAY STRUCTURES

Also announced in my latest press release, all parks, athletic fields, play structures and courts have now been reopened.

PHASED REOPENING OF CITY FACILITIES

Also announced in my latest press release, City buildings and facilities will undergo a phased reopening to the public. Visit www.westbrookmaine.com for additional information.

NIGHT WORK BETWEEN BROWN STREET & PARK STREET

The City received notice that night work will be performed on the Maine DOT Cumberland Street project between Brown Street and Park Street on Wednesday June 3rd and Thursday June 4th. The work includes milling the roadway on these two nights. As this is a Maine DOT project, City ordinances do not have jurisdiction over the project.