



**WESTBROOK CITY COUNCIL
6 3 (& , \$ / CITY COUNCIL MEETING MINUTE
MONDAY, AUGUST 30, 2021 AT 7:00 PM
WESTBROOK MIDDLE SCHOOL
471 STROUDWATER ST.**



I. ROLL CALL

Call to Order. Meeting called to order at 7:00pm by City Council President Gary Rairdon.

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

City Councilors Absent: Anna A. Turcotte (Ward 3, Vice President)

Other City Officials Present: Rosemary Bebris (Library Director), 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), Greg Post (Director of Community Services), Steve Sloan (Deputy Fire Chief), Daniel Stevenson (Director of Economic Development)

II. PLEDGE OF ALLEGIANCE

President Rairdon led all present in the Pledge of Allegiance.

III. APPROVAL OF MINUTES

No minutes were presented for approval.

IV. MAYOR'S MESSAGE

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

Mayor Foley invited Janet Dosseva, Program Director from Westbrook Partners for Prevention Coalition, to the podium to discuss the community sharps boxes initiative, through which sharps disposal boxes will be installed in four different locations throughout Westbrook.

V. STUDENT REPRESENTATIVE UPDATE

There was no Student Representative update.

VI. PUBLIC COMMENT

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

VII. CITY COUNCIL MESSAGES

President Rairdon opened the floor for City Council messages. No one spoke.

VIII. UNFINISHED BUSINESS

There was no unfinished business for consideration.

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

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

Order 2021-75. Authorizing Expenditure for Police Department Accreditation & Policy Management Software & Amending Annual Vendor List.

Order 2021-76. Authorizing Emergency Expenditures for COVID-19 Vaccination Clinic.

Order 2021-77. Authorizing Purchase of Knox Box Key Secure Units for the Police and Fire Departments.

Order 2021-78. Authorizing Agreement with Spectrum for Emergency Fiber Link Connection for Public Safety Radio System.

Order 2021-79. Authorizing Agreements for Purchase & Maintenance of Copiers & Printers.

Order 2021-80. Authorizing Expenditure for Risk Management Training.

Order 2021-81. Authorizing Expenditure for Replacement Cardiac Monitors.

Order 2021-82. Authorizing Municipal Partnership Initiative (MPI) Agreement for Route 302, Brook Street & Pride Street Intersection Improvements.

Order 2021-83. Authorizing Three-Party Partnership Agreement for Improvements to Brook Street.

Order 2021-84. Approving the 2021-2024 Collective Bargaining Agreement with Teamsters Local Union 340 Westbrook Public Safety Dispatch Unit.

Order 2021-85. Authorizing Award of Bid for Installation of Heat Pumps at City Hall.

Order 2021-86. Authorizing Award of Bid for Installation of Heat Pumps at Fire Station 3.

Motion to approve second and final reading of Orders 2021-75 through 86.

Moved by Councilor Morse, seconded by Councilor Chau.

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

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

Motion carried. Orders 2021-75 through 86 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

X. 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.

Business Licenses

Mass Gathering Permit (Major) for Hot Rods and Heroes Car Show

Motion to approve mass gathering permit.

Moved by Councilor Morse, seconded by Councilor Shaughnessy.

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

Motion carried by a show of hands. None opposed.

Orders (One Reading Required)

Order 2021-87. Amending Section 310-106 of the Westbrook Code of Ordinances, Establishing a No Parking Zone on Willow Drive.

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

Moved by Councilor Shaughnessy, seconded by Councilor Morse.

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

Councilor Storey, Mr. Bryant

Motion carried. Order 2021-87 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

Order 2021-88. Authorizing Expenditure for Westbrook Community Center Kitchen Updates.

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

Moved by Councilor Rwaganje, seconded by Councilor Morse.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried. Order 2021-88 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

Order 2021-89. Amending Order 2021-6, Regarding Water Bottle Filling Station Donation.

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

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried. Order 2021-89 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

Order 2021-90. Authorizing Expenditure Regarding Window Project at Walker Memorial Library.

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

Moved by Councilor Shaughnessy, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried. Order 2021-90 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

Order 2021-91. Accepting Unappropriated Funds Report for 4th Quarter FY2021.

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

Moved by Councilor Rwaganje, seconded by Councilor Morse.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried. Order 2021-91 adopted. (Vote 6-0-1)

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

Nays: None

Absent: Turcotte

Orders (Two Readings Required)

Order 2021-92. Authorizing Purchase of Body Worn Cameras for the Police Department.

Motion to approve the first of two readings of the legislation.

Moved by Councilor Shaughnessy, seconded by Councilor Morse.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried by a show of hands. None opposed.

Order 2021-93. Authorizing Purchase and Sale Agreement with Westbrook Housing Authority for a Portion of a Parcel on Stroudwater Street.

Motion to approve the first of two readings of the legislation.

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Mayor Foley, Mr. Stevenson, Councilor Chau, Christopher LaRoche (Executive Director, Westbrook Housing Authority), Councilor Morse, Mr. Bryant, Councilor Rwaganje, President Rairdon

Motion carried by a show of hands. None opposed.

Order 2021-94. Authorizing Agreement with Maine Department of Transportation for Easements on Cumberland Street.

Motion to approve the first of two readings of the legislation.

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried by a show of hands. None opposed.

Order 2021-95. Authorizing Agreement for Trenching at Public Safety Building.

Motion to approve the first of two readings of the legislation.

Moved by Councilor Morse, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: None

Motion carried by a show of hands. None opposed.

XI. PUBLIC COMMENT

President Rairdon opened the floor for the second and final public comment portion of this meeting. The following individuals spoke: Mayor Foley (read a Mayoral Proclamation in Honor of International Overdose Awareness Day, proclamation attached to these minutes), Councilor Chau, President Rairdon

XII. REFERRALS

Motion to refer "Policy on Filling City Council Vacancies" to the Committee of the Whole.

Moved by Councilor Shaughnessy, seconded by Councilor Morse.

Motion carried by a show of hands. None opposed.

XIII. 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

No Parking on Willow Drive

Finance Committee

Creating a Fire Truck Fund

Public Safety Committee

Use of Force Policy Analysis

XIV. EXECUTIVE SESSION

There were no requests for an Executive Session.

XV. ADJOURNMENT

Motion to adjourn at 7:58pm.

Moved by Councilor Rwaganje, seconded by Councilor Morse.

Motion carried by a show of hands. None opposed.



MAYOR'S OFFICE



Mayor Michael T. Foley

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MAYOR'S MESSAGE

August 30, 2021

WESTBROOK HIGH SCHOOL FIRE

As many of you know, there was small fire at Westbrook High School caused by an electrical appliance on Sunday, July 25th. Thank you to the Westbrook Fire Department for their prompt response, preventing any further fire damage to the facility. As a result of this incident, there is a significant amount of damage to the facility requiring repair that will make it partially unusable for the time being. Superintendent Peter Lancia recently announced that the High School will begin the school year using remote learning. We are working with the School Department to expedite this process and working with them to ensure incidents like this are avoided in the future at all public facilities. This incident also has disabled our current access to be able to broadcast our meetings on television. We are diligently working to get that equipment moved, but in the meantime, our meetings will be streamed live on our website & Facebook page and also recorded for future viewing. We apologize for any inconvenience this may cause.

MEETING LOCATION

Given the recent fire at Westbrook High School, we are now unsure when we might return to Room 114. Until further notice, all community meetings will be taking place at the Westbrook Middle School. They will either be held in the Performing Arts Center or Cafeteria depending on availability. We thank Westbrook Performing Arts Center and its manager Jamie Grant along with our Creative Services Manager Barry Dodd for helping us to continue to provide proper technology and meeting facility for the community.

LABOR DAY & MEETING SCHEDULE

We want to remind everyone that City Hall will be closed on Monday, September 6th in observance of Labor Day.

Our next Council meeting will be on Monday, September 13th and we are planning a second meeting to take place on Monday, September 27th, instead of Monday September 20th, as previously announced.

WESTBROOK SUMMER CONCERTS

We had a great season of summer concerts here in the City of Westbrook that concludes this week. The Tuesday evening Riverbank Park Concert Series was brought to us by Westbrook Community Services and concludes this week with the last show tomorrow. We are already working on expanding this for next season. The Thursday evening Vallée Square Concert Series has been brought to us by Discover Downtown Westbrook. This series concludes this week as well, with a rescheduled show on Wednesday and a regularly scheduled show on Thursday. More information is available on their websites and respective Facebook pages. We hope everyone enjoyed these great summer activities.

MINI WESTBROOK TOGETHER DAYS

In partnership with the Westbrook-Gorham Community Chamber of Commerce, we are again planning a rescheduled Mini Westbrook Together Days to take place on September 9th beginning at 4:30pm in Riverbank Park. This event will include bands, vendors, and a firework display. More details are available on their Facebook Page.

LIBRARY DONATION

We are pleased to announce that the Walker Memorial Library received a check for \$5,000 from the estate of William Gowen on behalf of his son, David Gowen. An avid reader of history and politics, Mr. Gowen also bequeathed his personal book collection to the library - our patrons are sure to enjoy some new additions to our history section! I personally knew Mr. Gowen before he passed, and this gift certainly is in keeping with his great love for the City of Westbrook. As a Westbrook native, he was an involved member of the community and participated in dozens of local organizations. We are honored that he chose to remember and support the library with this gift.

SEEING ORANGE WESTBROOK

Seeing Orange Westbrook, a centralized website for construction updates went live last week. There are so many exciting projects happening in Westbrook, we want to make sure the most up to date information is available to our residents, business owners, and anyone passing through Westbrook. We have created a centralized website that will provide weekly updates on our projects that have the most impact (specifically to our downtown).

Every Friday, there will be up-to-date summaries on potential disruptions to pedestrian and vehicle traffic, parking, and possible closures posted for each project listed on the Seeing Orange Westbrook website. You can sign up for weekly construction updates at seeingorangewestbrook.com, scroll to the bottom of the homepage and type in your name and email address.

WESTBROOK PARTNERS FOR PREVENTION COALITION

The Westbrook Partners for Prevention Coalition is committed to helping Westbrook youth succeed and is focused on promoting positive youth development and preventing youth substance use. Their Program Director Janet Dosseva is here to update the City Council on the work that they do and some recent joint projects.



**MAYORAL PROCLAMATION
INTERNATIONAL OVERDOSE AWARENESS DAY
AUGUST 31, 2021**

WHEREAS, The City of Westbrook does affirm and acknowledge the harm and hardship caused by drug overdose; and

WHEREAS, we recognize the purpose of International Overdose Awareness Day as remembering loved ones lost to overdose and ending the stigma of drug-related deaths; and

WHEREAS, we resolve to play our part in reducing the toll of overdose in our community, which claimed the lives of 4 Westbrook residents and 504 Maine residents in 2020, together with countless more affected forever; and

WHEREAS, we affirm that the people affected by overdose are our sons and daughters, our mothers and fathers, our brothers and sisters, and deserving of our love, compassion and support.

NOW, THEREFORE, I, Michael T. Foley, Mayor of the City of Westbrook, do hereby proclaim August 31st, 2021, as International Overdose Awareness Day in Westbrook, Maine.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Westbrook to be affixed.



Michael T. Foley, Mayor
City of Westbrook, Maine