



WESTBROOK CITY COUNCIL  
REGULAR CITY COUNCIL MEETING MINUTES  
MONDAY APRIL 6, 2020  
REMOTE ACCESS MEETING



*Note: This Emergency Special City Council meeting was conducted in accordance with 1 M.R.S.A. § 403-A, which permits public proceedings to be conducted through remote access during the declared State of Emergency due to COVID-19.*

**CALL TO ORDER**

Meeting called to order at 7:02pm 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); Michael T. Foley (Mayor); Angela Holmes (City Clerk); Janine Roberts (Police Chief); Daniel Stevenson (Director of Economic Development)

**PLEDGE OF ALLEGIANCE**

Due to the remote access format of this meeting, the Pledge of Allegiance was not included on the agenda.

**MINUTES**

President Rairdon stated that if there were no objections, the minutes from the following meetings would stand as presented: the Finance Committee & Regular City Council meetings held on February 3, 2020; the Building Tour Workshop held on February 12, 2020; the Committee of the Whole and Regular City Council meetings held on March 2, 2020; and the Emergency Special City Council meeting held on March 19, 2020. No objections received. Minutes stand as presented.

**MAYOR'S MESSAGE**

Mayor Foley shared the following messages:

1. The State of Emergency Report 2020-2 was issued on April 1, 2020.
2. All City departments, including the School Department, have been asked to revise their FY 2021 budget requests.
3. The following City employees were recognized for their work in recent days: Firefighter/Paramedic Alex Dewitt, teachers and administrators at Canal, Congin and Saccarappa Elementary Schools, Superintendent Dr. Peter Lancia and his team, Fire Chief & Public Health Officer Andrew Turcotte, Deputy Chief & Infectious Control Officer Stephen Sloan, Emergency Communications & Management Director Greg Hamilton, Marketing & Communications Director Tina Radel, Creative Services Manager Barry Dodd, and City department heads.

4. The Presumpscot Regional Land Trust announced the establishment of Pride Preserve, 175 acres in the Pride's Corner area.
5. Husson University announced on March 9, 2020 that they will close their Westbrook campus, and will soon place their facility on the market for sale.
6. Westbrook residents are encouraged to participate in the 2020 Census, as this data influences Westbrook's eligibility for federal and state funding.
7. The first two winners of the Westbrook Takeout & Delivery Support Effort Contest have been announced – Jaclyn Hazlewood and Stephanie Davis. They both won \$100 gift cards to local Westbrook eateries.

### **STUDENT REPRESENTATIVE UPDATE**

No Student Representatives were present.

### **PUBLIC COMMENT**

Pursuant to Resolve 2020-13, comments intended for inclusion in the public record must be submitted in writing to the City Clerk's Office at least 24 hours prior to each scheduled meeting. The public comment period of each meeting is reserved for such submissions.

President Rairdon asked that any comments submitted in accordance with these provisions be read into the record. Ms. Holmes confirmed that no written comments were submitted by the public.

President Rairdon opened the floor for comments from City Councilors and the Mayor. The following individuals spoke: Mayor Foley, President Rairdon, Councilor Rwaganje, Councilor Shaughnessy

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

Included below are the City Council Orders which require second and final reading. Ms. Holmes noted for the record that pursuant to 1 M.R.S.A. § 403-A, all votes cast must be in the form of a roll call vote.

1. **Order 2020-32. Authorizing Acceptance & Expenditure of High Visibility Impaired Driving Enforcement Grant.**  
**Order 2020-33. Authorizing Acceptance & Expenditure of Donation for Domestic Violence Prevention Alarm System.**  
**Order 2020-34. Authorizing Award of Bid for 2020 Sewer Lining Project.**  
**Order 2020-35. Authorizing Utility Receivable Agreement with Maine Department of Transportation.**  
Motion to approve second and final reading of Orders 2020-32 through 35.  
Moved by Vice President Turcotte, 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 Order 2020-32 through 35.  
No one spoke.  
**Motion carried. Orders 2020-32 through 35 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, and all items to be considered in Executive Session. Pursuant to 1 M.R.S.A. § 403-A, all votes were cast by a roll call vote.

1. **Resolve 2020-15. Approving Appointment of Matthew Brunner to the Recreation & Conservation Commission.**

Motion to approve first and final reading of Resolve 2020-15.

Moved by Councilor Shaughnessy, seconded by Vice President Turcotte.

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

**Motion carried. Resolve 2020-15 adopted. (Vote 7-0)**

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

Nays: None

2. **Resolve 2020-16. Accepting the Zoning Board of Appeals' Annual Report for 2019.**

Motion to approve first and final reading of Resolve 2020-16.

Moved by Vice President Turcotte, seconded by Councilor Morse.

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

**Motion carried. Resolve 2020-16 adopted. (Vote 7-0)**

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

Nays: None

3. **Resolve 2020-17. Approving Election Clerks for 2020-2021.**

Motion to approve first and final reading of Resolve 2020-17.

Moved by Councilor Morse, seconded by Councilor Shaughnessy.

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

**Motion carried. Resolve 2020-17 adopted. (Vote 7-0)**

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

Nays: None

4. **Order 2020-36. Authorizing Award of Settlement for 29 Maple Street.**

Motion to approve the first of two readings for Order 2020-36.

Moved by Vice President Turcotte, seconded by Councilor Shaughnessy.

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

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

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

Nays: None

5. **Order 2020-37. Amending Order 2018-137 Regarding Acceptance & Expenditure of Additional Assistance to Firefighters Grant Funds.**

Motion to approve the first of two readings for Order 2020-37.

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

6. **Order 2020-38. Authorizing Temporary Construction & Access Easement Agreement with Bath Savings Institution.**

Motion to approve the first of two readings for Order 2020-38.

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: Mayor Foley

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

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

Nays: None

7. **Order 2020-39. Authorizing Acceptance of Police Department Forfeiture Funds.**

Motion to approve the first of two readings for Order 2020-39.

Moved by Councilor Rwaganje, seconded by Councilor Shaughnessy.

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

8. **Order 2020-40. Authorizing Emergency Expenditure for Replacement Fire Alarm Panel.**

Motion to approve the first of two readings for Order 2020-40.

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 2020-41. Authorizing Purchase of Radio Equipment.**

Motion to approve the first of two readings for Order 2020-41.

Moved by Councilor Rwaganje, 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

10. **Order 2020-42. Authorizing Acceptance & Expenditure of STOP Violence Against Women Formula Grant.**

Motion to approve the first of two readings for Order 2020-42.

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

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

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

Nays: None

**11. Order 2020-43. Authorizing Expenditures & Amendments to the Wastewater Annual Vendor List.**

Motion to approve the first of two readings for Order 2020-43.

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. No one spoke.

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

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

Nays: None

**12. Order 2020-44. Accepting Donation from the Warren Memorial Foundation & Establishing the Westbrook-Warren Memorial Foundation Emergency Arts Grant Fund.**

Motion to approve the first of two readings for Order 2020-36.

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. The following individuals spoke: Mayor Foley, Mr. Stevenson, Councilor Morse, Councilor Rwaganje

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

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

Nays: None

**PUBLIC COMMENT**

Pursuant to Resolve 2020-13, the second public comment period is reserved for City Councilors and the City administration. General questions pertaining to City business received during the Council meeting may be read into the record by the meeting facilitator(s) to the extent possible.

President Rairdon opened the floor for comments from City Councilors and the Mayor and asked the Mayor to read into the record any questions received during the course of the meeting. The following individuals spoke: President Rairdon, Mayor Foley, Chief Roberts, Councilor Shaughnessy, Vice President Turcotte, Councilor Rwaganje

**REFERRALS**

There were no new referrals.

**COMMITTEE REPORTS**

There were no reports from City Council committees.

**ADJOURNMENT**

Motion to adjourn at 8:12pm.

Moved by Vice President Turcotte, seconded by Councilor Shaughnessy.

**Motion carried. Meeting adjourned. (Vote 6-0-1)**

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

Nays: None

Absent: Storey