



**WESTBROOK CITY COUNCIL  
REGULAR CITY COUNCIL MEETING MINUTES  
MONDAY JANUARY 6, 2020  
WESTBROOK HIGH SCHOOL ROOM 114**



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### **CALL TO ORDER**

Meeting called to order at 7:00pm 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); Anna A. Turcotte (Ward 3, Vice President); Gary Rairdon (Ward 4, President); Elliot Storey (Ward 5)

**City Councilors Absent:** None

**Other City Officials Present:** Jerre Bryant (City Administrator); 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); Arty Ledoux (Public Services Director of Operations); Greg Post (Director of Community Services); Lillian Ranco (Student Representative); Janine Roberts (Police Chief); Daniel Stevenson (Economic Development Director); 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 following meetings would stand as presented: City Council Workshop and Special City Council meeting held on December 16, 2019. No objections were received; minutes stand as presented.

### **MAYOR'S MESSAGE**

Mayor Foley shared the following messages:

1. Thank you to individuals willing to serve on City committees and boards. The Administration is working to fill vacant positions.
2. Mayor Foley asked for City Council support of an update to the Senior Property Tax Refund Program, slated for consideration during this meeting.
3. A ribbon cutting was held on Thursday January 2, 2020 for Mills Barber Shop at 28 Stroudwater Street.
4. The Walker Memorial Library is now open on Saturdays once more, from 9:00am – 1:00pm.
5. The Westbrook Community Center has snowshoes available for rent.
6. State law requires dog owners to license their dogs annually by December 31<sup>st</sup> of each year. Owners may license their dogs by January 31<sup>st</sup> without incurring a \$25 late fee. The City's Annual Rabies Clinic

will be held on Saturday January 11, 2020 from 1:00pm – 3:00pm at Westbrook City Hall.

7. The Westbrook Veteran's Service Office will open on Friday January 17, 2020. The open house will be held from 9:00am – 1:00pm, with a ribbon cutting at 10:00am.
8. The Community Center is offering a driver's education course from January 20 – February 10, 2020.
9. The Inaugural Ball will be held on Saturday January 25, 2020.

### **STUDENT REPRESENTATIVE UPDATE**

Ms. Ranco shared the following messages:

1. A talent show will be held on January 9, 2020.
2. The Westbrook High School Chamber Singers will hold a fundraiser 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. The following individuals spoke: Vice President Turcotte, Jay Lacke (30 Methodist Road)

### **UNFINISHED BUSINESS**

Included below are City Council Orders which were previously considered by City Council, but which were laid on the table for future action.

1. **Order 2019-2. Authorizing Program Fee Adjustments at Westbrook Community Center.**  
Motion to approve Order 2019-2.  
Moved by Councilor Morse, no second received.  
As a point of order, Mayor Foley stated that procedurally this item needed to be removed from the table before Council could take action on this matter.  
Motion to remove Order 2019-2 from the table.  
Moved by Councilor Morse, seconded by Councilor Chau.  
**Item removed from the table.**  
Motion to postpone Order 2019-2 indefinitely.  
Moved by Councilor Morse, seconded by Councilor Chau.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke: Vice President Turcotte, Mr. Bryant, President Rairdon, Mr. Post, Ms. Burns, Councilor Storey  
**Motion carried. Order 2019-2 postponed indefinitely. (Vote 7-0)**  
Ayes: Rwaganje, Shaughnessy, Morse, Chau, Turcotte, Rairdon, Storey  
Nays: None

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

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

1. **Public hearings for Orders 2019-193 through 2019-195.**  
**Order 2019-193. Amending the Land Use Ordinance, Regarding Expanding Downtown Housing Overlay District.**  
**Order 2019-194. Amending the Land Use Ordinance, Regarding Establishing Retail Class 4 Overlay**

**Order 2019-195. Amending the Uniform Traffic Ordinance and Amending the Code of Ordinances Chapter 31, Traffic**

Ms. Holmes noted for the record that Orders 2019-193 through 2019-195 require public hearings. Notice of the public hearings was published in the American Journal on December 19 & 26, 2019. President Rairdon opened the public hearings for Orders 2019-193 through 2019-195. The following individuals spoke: Andrew Broadus (363 Bridge Street), Tom Dore (Business Owner), Mr. Stevenson, Mayor Foley  
President Rairdon closed the public hearings.

2. **Order 2019-193. Amending the Land Use Ordinance, Regarding Expanding Downtown Housing Overlay District.**

**Order 2019-194. Amending the Land Use Ordinance, Regarding Establishing Retail Class 4 Overlay.**

**Order 2019-195. Amending the Uniform Traffic Ordinance and Amending the Code of Ordinances Chapter 31, Traffic.**

**Order 2019-196. Accepting Payment for Snow Plow Operations on Maple, Union & Roosevelt Streets.**

**Order 2019-197. Authorizing Agreement with Soccer Maine for the Cornelia Warren Four Season Rink.**

Motion to approve second and final reading of Orders 2019-193 through 2019-197.

Moved by Councilor Morse, seconded by Vice President Turcotte.

President Rairdon asked if any Councilor wished to consider any item separately. Councilor Chau asked to separate Order 2019-197.

Presented Rairdon opened the floor for comments on the motion to approve Orders 2019-193 through 2019-196. The following individuals spoke: Councilor Chau

**Motion to approve Orders 2019-193 through 2019-196 carried. Orders adopted. (Vote 7-0)**

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

Nays: None

President Rairdon opened the floor for comments on the motion to approve Order 2019-197.

Councilor Chau asked for permission to recuse himself from deliberations on Order 2019-197, as he has a client involved in this matter.

Motion to allow Councilor Chau to abstain from deliberations on Order 2019-197.

Moved by Vice President Turcotte, seconded by Councilor Rwaganje.

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

President Rairdon again opened the floor for comments on the motion to approve Order 2019-197. No one spoke.

**Motion carried. Order 2019-197 adopted. (Vote 6-0-0-1)**

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

Nays: None

Absent: None

Abstain: Chau

**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 2020-1. Approving the Appointment of Lawrence McWilliams to the Planning Board.**

Motion to approve first and final reading of Resolve 2020-1.

Moved by Vice President Turcotte, seconded by Councilor Storey.

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

Mayor Foley, President Rairdon, Councilor Storey

**Motion carried. Resolve 2020-1 adopted. (Vote 7-0)**

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

Nays: None

2. **Resolve 2020-2. Approving the Appointment of Paul Drinan to the Recreation & Conservation Commission.**

**Resolve 2020-3. Approving the Appointment of Michael Foster to the Zoning Board of Appeals.**

Motion to approve first and final reading of Resolves 2020-2 and 2020-3.

Moved by Councilor Shaughnessy, seconded by Vice President Turcotte.

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

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

Mayor Foley, Councilor Rwaganje, Ms. Burns, Councilor Shaughnessy, Councilor Chau, President Rairdon

**Motion carried. Resolves 2020-2 and 2020-3 adopted. (Vote 7-0)**

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

Nays: None

3. **Order 2020-1. Amending the Code of Ordinances Chapter 31, Article VI, *Parking Scofflaw Ordinance*.**

Motion to approve first and final reading of Order 2020-1.

Moved by Councilor Chau, seconded by Councilor Morse.

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

Councilor Chau, Chief Roberts, Mayor Foley.

**Motion carried. Order 2020-1 adopted. (Vote 7-0)**

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

Nays: None

4. **Order 2020-2. Authorizing Extension to Senior Property Tax Assistance Program.**

Motion to approve the first of two readings for Order 2020-2.

Moved by Councilor Morse, seconded by Councilor Chau.

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

Mayor Foley, President Rairdon

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

5. **Order 2020-3. Authorizing Acceptance & Expenditure of Edward Byrne Memorial Justice Assistance Grant.**

Motion to approve the first of two readings for Order 2020-3.

Moved by Councilor Chau, seconded by Vice President Turcotte.

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

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

6. **Order 2020-4. Authorizing Acceptance & Expenditure of High Visibility Distracted Driving Enforcement Grant.**

Motion to approve the first of two readings for Order 2020-4.

Moved by Vice President Turcotte, 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.**

- 7. Order 2020-5. Authorizing Acceptance & Expenditure of Pedestrian & Vehicle Traffic Enforcement Grant.**  
Motion to approve the first of two readings for Order 2020-5.  
Moved by Vice President Turcotte, seconded by Councilor Chau.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
President Rairdon  
**Motion carried by a show of hands. None opposed.**
- 8. Order 2020-6. Authorizing Purchase of Recording System for Police Department Interview Rooms.**  
Motion to approve the first of two readings for Order 2020-6.  
Moved by Vice President Turcotte, seconded by Councilor Morse.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
Councilor Storey, Chief Roberts  
**Motion carried by a show of hands. None opposed.**
- 9. Order 2020-7. Authorizing Acceptance & Expenditure of Enbridge Safe Community Program Grant.**  
Motion to approve the first of two readings for Order 2020-7.  
Moved by Councilor Shaughnessy, seconded by Councilor Chau.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
Councilor Chau, Mayor Foley  
**Motion carried by a show of hands. None opposed.**
- 10. Order 2020-8. Authorizing Award of Bid for Saco Street Retaining Wall.**  
Motion to approve the first of two readings for Order 2020-8.  
Moved by Vice President Turcotte, seconded by Councilor Chau.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
President Rairdon, Vice President Turcotte, Mr. Bryant, Mr. Dudley, Councilor Storey  
**Motion carried by a show of hands. None opposed.**
- 11. Order 2020-9. Authorizing Award of Bid for Mowing Services.**  
Motion to approve the first of two readings for Order 2020-9.  
Moved by Councilor Chau, seconded by Vice President Turcotte.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
President Rairdon, Mr. Bryant, Councilor Shaughnessy, Councilor Storey, Mr. Dudley, Vice President Turcotte  
**Motion carried by a show of hands. None opposed.**
- 12. Order 2020-10. Authorizing Fire Department Call Company Pay Scale Adjustment.**  
Motion to approve the first of two readings for Order 2020-10.  
Moved by Councilor Chau, seconded by Councilor Rwaganje.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:  
Councilor Storey, Mr. Bryant, President Rairdon, Mayor Foley, Councilor Rwaganje  
**Motion carried by a show of hands. None opposed.**
- 13. Order 2020-11. Authorizing Payments for County Road Pump Station Project.**  
Motion to approve the first of two readings for Order 2020-11.  
Moved by Councilor Morse, seconded by Vice President Turcotte.  
President Rairdon opened the floor for comments on the motion. The following individuals spoke:

Councilor Storey, Mr. Dudley, Ms. Burns, Councilor Morse  
**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: Andrew Broadus (363 Bridge Street)

### **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 8:20pm 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 and Student Representatives to attend.

Moved by Councilor Rwaganje, seconded by Councilor Shaughnessy.

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

### **RECONVENE**

The meeting reconvened at 8:59pm.

**City Councilors Present:** Claude Rwaganje (At-Large); 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)

**City Councilors Absent:** None

**Other City Officials Present:** Jerre Bryant (City Administrator); Natalie Burns (Legal Counsel); Stephen Fields (Assistant City Administrator/Director of Human Resources); Michael T. Foley (Mayor); Angela Holmes (City Clerk); Lillian Ranco (Student Representative)

### **ADJOURNMENT**

Motion to adjourn at 8:59pm.

Moved by Councilor Chau, seconded by Vice President Turcotte.

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