

**WESTBROOK CITY COUNCIL
SPECIAL CITY COUNCIL MEETING MINUTES
MONDAY APRIL 23, 2018
WESTBROOK HIGH SCHOOL, ROOM 114**

READING THE CALL

City Clerk Angela Holmes noted for the record that this Special City Council meeting was called by Mayor Mike Sanphy on Friday April 20, 2018. Notice of the meeting was published online and at City Hall.

CALL TO ORDER

Called to order at 7:01pm by Council President Rielly, who led all present in the Pledge of Allegiance.

Councilors Present: Lynda Adams (Ward 5); Victor Chau (Ward 2); John O’Hara (At-Large/Vice President); Ann Peoples (At-Large); Gary Rairdon (Ward 4); Brendan Rielly (Ward 1/President); Anna Turcotte (Ward 3)

Other City Officials Present: Rebecca Albert (Library Director); Natalie Burns (City Solicitor); Jerre Bryant (City Administrator); Anthony Dahms (Children’s Programming Coordinator); Eric Dudley (Director of Engineering & Public Services); Dean Flanagan (Westbrook School Department Director of Operations), Jennie Franceschi (Director of Planning & Code Enforcement); Danielle Higgins (Community Services Office Coordinator); Angela Holmes (City Clerk); Greg Post (Acting Director Community Services); Janine Roberts (Police Chief); Michael Sanphy (Mayor), Daniel Stevenson (Economic Development Director); Andrew Turcotte (Fire Chief)

MAYOR’S MESSAGE

Mayor Sanphy announced the following items:

- The City of Westbrook’s Employee of the Quarter Award for January – March 2018 was presented to Mr. Dahms, who was present to receive the award from the Mayor.
- The Mayor gave the floor to Chief Turcotte, who described a recent fire at Cumberland Mills. Tyler Bracket, a 16 year-old Eagle Scout, played a critical role in alerting firefighters to the situation early enough to prevent the fire from spreading.

PUBLIC COMMENT

President Rielly opened the floor for the first public comment portion of the City Council meeting. No one spoke.

UNFINISHED BUSINESS

Included below are those items which were tabled or held by City Council at a previous meeting.

1. **Order 2018-44. Authorizing Amendment to the Land Use Ordinance, Chapter II, Section 201, Definitions, and Section 202, General Provisions, Accessory Dwelling Unit**
 - a. President Rielly noted for the record that this Order requires a public hearing. Notice of the public hearing was published in the American Journal on April 5 & 12, 2018 and was posted to the City website.
 - b. President Rielly opened the public hearing. No one spoke.
 - c. President Rielly closed the public hearing.

- d. Motion to approve second and final reading of Order 2018-44.
Moved by Councilor Peoples, seconded by Councilor Chau.
- e. The following individuals commented on second and final reading for the legislation:
 - i. Ms. Franceschi
 - ii. Mr. Bryant
 - iii. Ms. Burns
- f. Ms. Franceschi noted that there were two edits made between the first and second reading, to provide clarity in the proposed legislation. First, the term “in-law apartments” still exists in some Assessing tax cards, so the phrase was included in the definitions to provide continuity. Second, the square footage requirement under Item C (performance standards) was eliminated, as it was redundant.
- g. Councilor Peoples and Councilor Chau agreed to amend their motion to include these two non-substantive amendments, as a friendly amendment.
- h. Revisiting motion to approve second and final reading of Order 2018-44, as amended.
Motion carried. Order 2018-44 adopted. (Vote 7-0)
Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Councilor Rairdon, Councilor Turcotte, Vice President O’Hara, President Rielly
Nays: None

ORDERS OF THE DAY (SECOND AND FINAL READING)

Included below are the Council actions on the Orders of the Day, which are those City Council orders receiving second and final reading.

1. Orders 2018-47 through 50.

- a. Motion to approve second and final reading of the following orders:

Order 2018-47	Granting an Easement on Saccarappa School Property to Central Maine Power
Order 2018-48	Authorizing Purchase of Television/Video Production Equipment
Order 2018-49	Authorizing Acceptance of Click It or Ticket Enforcement Grant Funds
Order 2018-50	Authorizing Emergency Lease Agreement for Election Equipment

 Moved by Councilor Rairdon, seconded by Councilor Turcotte.
- b. The following individuals commented on the motion to approve second and final reading of the legislation:
 - i. Ms. Burns
- c. Revisiting motion to approve second and final reading of Orders 2018-47 through 2018-50.
Motion carried. Orders 2018-47 through 2018-50 adopted. (Vote 7-0)
Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Councilor Rairdon, Councilor Turcotte, Vice President O’Hara, President Rielly
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.

1. **Liquor License Renewal.** Motion to approve the Liquor License Renewal Application submitted by Para Family Corporation d/b/a House of Pizza, located at 1 Westbrook Common, Suite 4.
Moved by Councilor Rairdon, seconded by Councilor Turcotte.
Motion carried by a show of hands. None opposed.

2. **Resolve 2018-08. Authorizing the Maine Arts Commissions CCED Grant for Discover Downtown Westbrook**
 - a. Motion to approve first and final reading of Resolve 2018-08.
Moved by Councilor Peoples, seconded by Councilor Chau.

 - b. The following individuals commented on the motion to approve first and final reading of the legislation:
 - i. Councilor Chau
 - ii. Mr. Bryant

 - c. Revisiting motion to approve first and final reading of Resolve 2018-08.
Motion carried. Resolve 2018-08 adopted. (Vote 7-0)
Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Councilor Rairdon, Councilor Turcotte, Vice President O'Hara, President Rielly

3. **Order 2018-51. Acceptance of Donation from McDonalds for the Westbrook Police and Fire Departments**
 - a. Motion to approve first and final reading of Order 2018-51.
Moved by Councilor Rairdon, seconded by Councilor Peoples.

 - b. The following individuals commented on the motion to approve first and final reading of the legislation:
 - i. Councilor Chau

 - c. Revisiting motion to approve first and final reading of Order 2018-51.
Motion carried. Order 2018-51 adopted. (Vote 7-0)
Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Councilor Rairdon, Councilor Turcotte, Vice President O'Hara, President Rielly
Nays: None

4. **Order 2018-52. Amending Master Fee Schedule Regarding Business License Expiration Dates**
Motion to approve first and final reading of Order 2018-52.
Moved by Vice President O'Hara, seconded by Councilor Turcotte.
Motion carried. Order 2018-52 adopted. (Vote 7-0)
Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Councilor Rairdon, Councilor Turcotte, Vice President O'Hara, President Rielly

5. **Order 2018-53. Acceptance of Donation from Cornelia Warren Association for Touchpads and Bleachers at the John P. Davan Indoor Pool.**
 - a. Motion to approve the first reading of Order 2018-53.
Moved by Vice President O'Hara, seconded by Councilor Chau.
 - b. The following individuals commented on the motion to approve the first reading of the legislation:
 - i. Mr. Bryant
 - c. Revisiting the motion to approve the first reading of Order 2018-53.
Motion carried by a show of hands. None opposed.
6. **Order 2018-54. Acceptance of a Donation from Calpine for a Police Canine.**
 - a. Motion to approve the first reading of Order 2018-54.
Moved by Councilor Peoples, seconded by Councilor Adams.
 - b. The following individuals commented on the motion to approve the first reading of the legislation:
 - i. Chief Roberts
 - c. Revisiting the motion to approve the first reading of Order 2018-54.
Motion carried by a show of hands. None opposed.
7. **Order 2018-55. Award of Bid for HVAC Upgrades for the Fred C Wescott Building.**
 - a. Motion to approve the first reading of Order 2018-55.
Moved by Councilor Peoples, seconded by Councilor Turcotte.
 - b. The following individuals commented on the motion to approve first reading of the legislation:
 - i. Councilor Chau
 - ii. Mr. Dudley
 - iii. Councilor Adams
 - iv. Christine Latini (170 Pierce Street)
 - c. Revisiting the motion to approve the first reading of Order 2018-55.
Motion carried by a show of hands. None opposed.
8. **Order 2018-56. Award of Bid for City Hall Renovations.**
 - a. Motion to approve first reading of Order 2018-56.
Moved by Councilor Adams, seconded by Councilor Rairdon.
 - b. The following individuals commented on the motion to approve first reading of the legislation:
 - i. Councilor Adams
 - ii. Mr. Dudley
 - iii. Councilor Rairdon
 - iv. Mr. Bryant
 - v. Councilor Chau
 - c. Revisiting the motion to approve the first reading of Order 2018-56.
Motion carried by a show of hands. None opposed.

PUBLIC COMMENT

President Rielly opened the floor for the second and final public comment. No one spoke.

EXECUTIVE SESSION

Motion to recess into Executive Session at 7:22pm for consultation with legal counsel concerning legal rights and duties of the City pursuant to 1 MRSA §405(6)(E).

Moved by Councilor Turcotte, seconded by Councilor Rairdon.

Motion carried by a show of hands. None opposed.

RECONVENE

City Council reconvened at 7:51pm.

Councilors Present: Lynda Adams (Ward 5); Victor Chau (Ward 2); John O’Hara (At-Large/Vice President); Ann Peoples (At-Large); Gary Rairdon (Ward 4); Brendan Rielly (Ward 1/President); Anna Turcotte (Ward 3)

Other City Officials Present: Natalie Burns (City Solicitor); Jerre Bryant (City Administrator); Michael Sanphy (Mayor)

ADJOURNMENT

Motion to adjourn at 7:52pm.

Moved by Councilor Peoples, seconded by Councilor Rairdon.

Motion carried by a show of hands. None opposed.