

**WESTBROOK CITY COUNCIL
PUBLIC SAFETY COMMITTEE MEETING MINUTES
MONDAY MAY 6, 2019
WESTBROOK HIGH SCHOOL, ROOM 114**

CALL TO ORDER

Meeting called to order at 9:12pm by Committee Chair Victor Chau.

City Councilors Present: Victor Chau (Ward 2); Michael T. Foley (At-Large); Lawrence McWilliams (Ward 5); Gary Rairdon (Ward 4, President)

City Councilors Absent: Ann E. Peoples (At-Large); Brendan Rielly (Ward 1); Anna A. Turcotte (Ward 3, Vice President)

Other City Officials Present: Jerre Bryant (City Administrator); Stephen Fields (Assistant City Administrator/Director of Human Resources); Greg Hamilton (Director of Public Safety Communications/IT); Angela Holmes (City Clerk); Janine Roberts (Police Chief); Michael Sanphy (Mayor); Steve Sloan (Deputy Fire Chief)

PARKING ON DUNN STREET

Committee Chair Chau gave the floor to Chief Roberts, who stated that a resident brought up a concern about parking on Dunn Street. At present, cars may park on both sides of the street which makes it difficult for Public Services and Public Safety vehicles to get through, especially in the winter. This is a request to assign one side of the street as “no parking at any time.”

Motion to refer this matter to Council for action, based upon the Chief’s recommendations.

Moved by Councilor Foley, seconded by President Rairdon.

Councilor Chau opened the floor for comments on the motion. The following individuals spoke:

President Rairdon, Councilor Chau, Chief Roberts

EMERGENCY ACTION PLAN TABLE TOP EXERCISE AFTER-ACTION REPORT

Committee Chair Chau gave the floor to Chief Roberts. A City-wide Table Top Exercise in October 2018, in which participants from various City, County and regional agencies had to respond to a mock flood incident. An After-Action Report was created in cooperation with Cumberland County Emergency Management Agency, based upon the needs identified and feedback provided by participants and facilitators, outlining the actions the City would need to take to effectively manage a response to an emergency incident. The document outlined actions, proposed responsible parties and proposed deadlines. Chief Roberts asked for Council feedback and guidance on their priorities.

The following individuals provided comments and/or questions: President Rairdon, Chief Roberts, Councilor Foley, Councilor McWilliams, Mayor Sanphy, Mr. Hamilton, Mr. Fields, Chief Turcotte, Committee Chair Chau

It was determined that no further action on this individual item was needed, and that the Chief or Administration would bring individual action items back to Committee for discussion if needed.

MASS GATHERING ORDINANCE

Committee Chair Chau gave the floor to Deputy Chief Sloan. The need for a Mass Gathering Ordinance was discovered during conversations about Event Permits. The Event Permit Committee reviewed Mass Gathering Ordinances from Scarborough, Cumberland and Windham, and developed proposed language for Westbrook. Deputy Chief Sloan noted that certain activities would be exempt from these Mass Gathering requirements, including City-sponsored events authorized by the City Council, School Department functions on school property and events on private property that have already been approved through the Planning Board process. Minor events (500-999 attendees) would be approved at the Event Permit Committee level, and major events (1,000+ attendees) would be approved by City Council.

The following individuals provided comments and/or questions: Councilor Foley, Deputy Chief Sloan

Motion to refer this item to Council for action.

Moved by Councilor Foley, seconded by President Rairdon.

Committee Chair Chau opened the floor for comments on the motion. The following individuals spoke: Councilor Chau, Deputy Chief Sloan, Mr. Bryant

Motion carried by a show of hands. None opposed.

ADJOURN

Motion to adjourn at 9:51pm.

Moved by President Rairdon, seconded by Councilor Foley.

Motion carried by a show of hands. None opposed.