

**WESTBROOK CITY COUNCIL
COMMITTEE OF THE WHOLE MINUTES
MONDAY MAY 7, 2018
WESTBROOK HIGH SCHOOL ROOM 114**

CALL TO ORDER

Called to order at 6:30pm by Committee Chair Rairdon.

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

Councilors Absent: Anna Turcotte (Ward 3)

Other City Officials Present: Jerre Bryant (City Administrator); Natalie Burns (City Solicitor); Eric Dudley (Director of Engineering & Public Services); Jennie Franceschi (Director of Planning and Code Enforcement); Melissa Hamlin (Recreation & Conservation Committee Chair); Angela Holmes (City Clerk); Michael Sanphy (Mayor)

RECREATION & CONSERVATION COMMISSION

Committee Chair Rairdon invited Mr. Bryant to provide an overview of the proposed amendments to Westbrook's Code of Ordinances regarding the Recreation & Conservation Commission. Mr. Bryant noted that the Recreation & Conservation Commission undertook a project last year to update and make current our ordinances to reflect the role that the Commission currently plays in our community. The City Clerk and Planning and Code Enforcement staff assisted in the development of the language changes.

Mr. Bryant gave the floor to Ms. Hamlin, who provided City Council with an overview of the proposed language.

The following individuals provided comments and/or questions:

1. Councilor Chau
2. President Rielly
3. Mr. Bryant

Motion to refer the proposed amendments to City Council for consideration and adoption.

Moved by President Rielly, seconded by Councilor Peoples.

Motion carried. (Vote 6-0-1)

Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Committee Chair Rairdon, Vice President O'Hara, President Rielly

Nays: None

Absent: Councilor Turcotte

BANNER PERMIT & FEES

Mr. Bryant commented that the request for the installation of banner permit poles was made by Robert Barton. This matter was delayed as the City has difficulty finding an appropriate location for the poles. The City recently settled upon two locations – in front of Lee Dodge, near the Portland/Westbrook line, and in front of the American Legion Post 197, near the Gorham/Westbrook line. The City compared fees and responsibilities for the installation of poles with those of other municipalities and developed a Banner Permit application and proposed fee. The City would purchase and install the banner poles and would retain ownership of the poles.

Mr. Dudley stated that the City would hire a vendor to install and remove the banners, and the fee for the banner permit application would be \$200 for both the installation and removal. The dates of install/removal would be determined by Public Services.

The following individuals provided comments and/or questions:

1. Committee Chair Rairdon
2. Councilor Chau
3. Councilor Adams
4. Councilor Peoples
5. President Rielly
6. Mr. Bryant

Motion to refer the adoption of a Banner Permit Fee to City Council for consideration and adoption.
Moved by President Rielly, seconded by Councilor Chau.

Motion carried. (Vote 5-1-1)

Ayes: Councilor Adams, Councilor Chau, Councilor Peoples, Vice President O'Hara, President Rielly

Nays: Committee Chair Rairdon

Absent: Councilor Turcotte

ADJOURNMENT

Motion to adjourn at 6:56pm.

Moved by Councilor Peoples, seconded by Councilor Adams.

Motion carried by a show of hands. None opposed.