



**WESTBROOK CITY COUNCIL  
REGULAR CITY COUNCIL MEETING MINUTES  
MONDAY FEBRUARY 1, 2021  
WESTBROOK PERFORMING ARTS CENTER**



**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); Gary Rairdon (Ward 4, President); Elliot Storey (Ward 5); Claude Rwaganje (At-Large)

**City Councilors Absent:** Anna A. Turcotte (Ward 3, Vice President)

**Other City Officials Present:** Jerre Bryant (City Administrator); Natalie Burns (City Solicitor); Melanie Fernald (Deputy Clerk); Michael T. Foley (Mayor); Tressina Germani (Accounting Manager); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Sean Lally (Police Chief); Lillian Ranco (Student Representative); Robyn Saunders (Project Manager); Daniel Stevenson (Director of Economic Development); Andrew Turcotte (Fire Chief)

**PLEDGE OF ALLEGIANCE**

President Rairdon led all present in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

President Rairdon stated that unless any objections are received, the minutes from the Special City Council meeting held on January 25, 2021 would stand as presented. No objections received. Minutes stand as presented.

**MAYOR'S MESSAGE**

Mayor Foley read his message into the record. The full text of the Mayor's Message is attached to these minutes.

**STUDENT REPRESENTATIVE UPDATE**

Lillian Ranco announced that Friday was the last day of Semester 1. This week, High School students start Semester 2. Tomorrow, classes will be completely virtual due to the storm warnings.

**PUBLIC COMMENT**

President Rairdon opened the floor for the first public comment portion of the evening's meeting. The following individuals spoke: Councilor Storey.

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

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

1. **Order 2021-06. Authorizing Acceptance & Expenditure of Water Bottle Filling Station Grant.**  
**Order 2021-07. Authorizing Agreement for Peer Review Services & Parking Garage Operations & Maintenance Plan.**  
**Order 2021-08. Authorizing Three-Party Partnership Agreement for Bridge Street Improvements.**  
**Order 2021-09. Authorizing Expenditure & Settlement Agreement.**  
**Order 2021-10. Authorizing FY2022 Animal Shelter Contract with the Animal Refuge League of Greater Portland.**

Motion to approve the second and final reading of Orders 2021-06 through 2021-10.

Moved by Councilor Morse, seconded by Councilor Rwaganje.

President Rairdon asked if anyone would like any item separated. No one spoke.

President Rairdon opened the floor for comments on the motion to approve Orders 2021-06 through 2021-10. The following individuals spoke: Councilor Storey.

**Motion carried. Orders 2021-06 through 2021-10 adopted. (Vote 6-0-1)**

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

Nays: None

Absent: Turcotte

### **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.

**1. Resolve 2021-05. Approving Appointments to Several Boards & Commissions.**

Motion to approve the first and final reading for Resolve 2021-05.

Moved by Councilor Morse, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Councilor Chau, Mayor Foley, President Rairdon.

**Motion carried. Resolve 2021-01 adopted. (Vote 6-0-1)**

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

Nays: None

Absent: Turcotte

**2. Order 2021-11. Amending the Code of Ordinances Chapter 68, Section 18, Constables.**

Motion to approve the first and final reading of Order 2021-11.

Moved by Councilor Morse, seconded by Councilor Chau.

President Rairdon opened the floor for comments on the motion. The following individuals spoke: Mayor Foley, Ms. Fernald, President Rairdon, Councilor Chau, Ms. Burns, Councilor Rwaganje.

**Motion carried. Order 2021-11 adopted. (Vote 6-0-1)**

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

Nays: None

Absent: Turcotte

**3. Order 2021-12. Authorizing Award of Bid for Unmarked Police Vehicle.**

Motion to approve the first of two readings for Order 2021-12.

Moved by Councilor Rwaganje, seconded by Councilor Chau.

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

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

### **PUBLIC COMMENT**

President Rairdon opened the floor for the send and final public comment portion of the evening's meeting. The following individuals spoke: President Rairdon.

### **EXECUTIVE SESSION**

Motion to enter into Executive Session at 7:25pm pursuant to 1 M.R.S.A. Section 405-6(C) to meet with legal counsel concerning a real estate matter and to discuss an economic development matter where premature

disclosure of the information would prejudice the competitive or bargaining position of the City, inviting the following individuals to attend: Mayor, City Administrator, Asst. City Administrator/City Clerk, Director of Economic Development, Finance Director, Project Manager, legal counsel and Student Representative.

Moved by Councilor Morse, seconded by Councilor Chau.

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

**ADJOURNMENT**

Motion to adjourn at 8:09pm.

Moved by Councilor Chau, seconded by Councilor Storey.

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

## **MAYOR'S MESSAGE**

February 1, 2021

### **SNOW RELATED ANNOUNCEMENTS**

Due to the anticipated weather event tomorrow, City Hall, the Walker Memorial Library, and the Westbrook Community Center will open at 12 noon on Tuesday.

A parking ban has been called effective 9pm this evening through 12 noon tomorrow. Downtown parking lots will be open in the green zones overnight until 7am.

Curbside trash/recycling collection for Tuesday, February 2nd has been postponed until Saturday, February 6th. Collection on all other days will remain unchanged.

### **PRESIDENT'S DAY & UPCOMING MEETINGS**

We want to remind everyone that City Hall will be closed on Monday, February 15th in observance of the President's Day Holiday. This evening will be our only City Council Meeting for the month and we will be having a Committee of the Whole Meeting on Monday, February 22nd to discuss items before the committee.

### **FISCAL YEAR 2022 BUDGET**

A reminder we have begun working on the FY22 budget that we hope to present to the City Council and community in April. Our goal is to bring forward a second consecutive budget with no tax increase given the pandemic's economic impact on residents and businesses. I have also directed City departments to begin drafting a FY22 Capital Improvement Plan for critical projects and equipment. I plan to bring this CIP budget to Council for review and approval this summer, following the adoption of the FY22 general budget. We will be releasing a review schedule soon.

### **COVID VACCINATION SITE**

A reminder we will be partnering with Maine CDC on a vaccination clinic here in the City to help make it easy for residents to get vaccinated so we can begin to get back to normal following the pandemic. We are currently working out the logistics for this program and will release additional information as soon as it is available and vaccination supply allows.