

At a meeting of the Town Council holden in and for the Town of Gloucester on July 20, 2017:

I. Call to Order

The meeting was called to order at 6:30 p.m.

II. Roll Call

Members Present: George O. (Buster) Steere, Jr., President; Edward C. Burlingame, Vice-President; Walter M. O. Steere, III; William E. Reichert and Patricia Henry.

Also present: Susan Harris, Deputy Town Clerk; Nichole Carroll-Barnes for the Town Solicitor; Diane Brennan, Finance Director; Gary Treml, Director of Public Works; Ken Johnson, Building/Zoning Official; Karen Scott, Town Planner; Jane Steere, Tax Collector; Lori DeSantis, Tax Assessor; Anthony Parrillo and Robert Shields, Recreation Directors; Judy Branch, Director of Human Services.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

Councilor G. Steere stated for the record on the next item, IV. Personnel; on June 15, 2017 a motion was made and passed by the Council to form a committee to interview candidates for the position of Senior Center Director. That motion included Councilor Ted Burlingame as one of the members of the committee. After that meeting, Councilor Burlingame removed himself from that committee to eliminate the possibility of any Council interference with the process.

Councilor G. Steere recused himself from Executive Session and left the room.

IV. Seek to Convene to Executive Session Pursuant to:

- A. R.I.G.L. 42-46-5 (a) (1) Personnel - Interviews for Senior Center Director
Discussion and/or action

MOTION was made by Councilor Burlingame to Seek to Convene to Executive Session Pursuant to: R.I.G.L. 42-46-5 (a) (1) Personnel - Interviews for Senior Center Director -Discussion and/or action; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES - Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

7:35 p.m.

V. Reconvene Open Session

MOTION was made by Councilor Burlingame to SEAL the minutes of Closed Executive Session and to disclose that no votes were taken; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES - Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

VI. Open Forum - For Agenda Items

None.

VII. Resolution #2017-12: R.I. Division II Baseball Championship

Ponaganset Boys Baseball Team

Councilor Henry read into the record the following Resolution in recognition of the Ponaganset Boys Baseball Team on their Div. II Championship win:

RESOLUTION 2017-12

**R.I. Division II Baseball Championship
Ponaganset Boys Baseball Team**

WHEREAS: The Ponaganset Boys Baseball Team, for the second consecutive season, has won the 2017 Rhode Island High School Division II Baseball Championship, and

WHEREAS: An outstanding 14-5 regular season led the team to hard-fought playoffs where they successfully played into the State Championship Finals. From there they secured the Championship by winning the first 2 games of the series; and

WHEREAS: the team spirit and comradery demonstrated by this group of young men and their coaches, throughout the season, has proven to be an outstanding inspiration to other students and a source of pride for northern Rhode Island; and

NOW THEREFORE, LET IT BE KNOWN, that the Town Council and the Town Clerk, Jean Fecteau, express our sincerest congratulations to the Chieftains:

Chris DiPetrillo, Ty Parrillo, Mark Gardella, Devon Atkinson, Billy Butler, Cameron St. Amand, Robert Butler, Seighin Chippendale, Curtis Briggs, John Biafore, Zachary Steinkamp, Michael Viveiros, Ken Desrosiers, Cal Parrillo, Cameron Masiello, Cory Rittall

**Under the leadership of Coach Anthony Parrillo, and
Assistant Coaches Brian Gendreau**

**and Pete Keefe for their achievement in becoming the:
The 2017 Rhode Island Division II Baseball Champions**

George O. Steere, Jr.
Glocester Town Council President

Jean M. Fecteau, CMC, Town Clerk

Dated this 20th day of July 2017

seconded by Councilor W. Steere.

Discussion: Councilor W. Steere offered his congratulations to Anthony Parrillo and his team for winning the championship two (2) years in a row after going 50 years without doing so. There was a round of applause for the team's accomplishment.

A. Parrillo thanked the Council for the Resolution and stated that all the credit should go to the kids who worked hard all year long.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
 NAYS - 0

MOTION PASSED

VIII. Public Hearing

- A. Exception to the Ordinance Regulating the Issuance of Building Permits:
Request for relief from stipulations previously granted, as a result of a Public Hearing held on October 15, 2009. Discussion and/or action

Owner & Applicant: Fast Lane Investments, owner and applicant, Barry King
Location: Coniston Street, further described as WLS Plat, Lots 598-601 & 615-620
(Now known as 42 Coniston Street, WLS Plat, Lot 598)

Applicant seeks relief from Technical Review Committee recommendations regarding drainage and road surface.

Councilor G. Steere stated that this Public Hearing was advertised on July 6, 2017 in the Valley Breeze/Observer and abutters letters were sent.

Councilor G. Steere DECLARED the Public Hearing OPEN and stated that this request has gone to the Planning Board for an advisory opinion. Councilor G. Steere stated the Planning Board chose to take no action and the following was received from the Planner:

To: Town Council Members
From: Karen Scott, Town Planner

Date: July 12, 2017
RE: Advisory Opinion, Exception to the Ordinance Related to the Issuance of Building Permits, Barry King, Applicant, Fast Lane Investments, Owner

At their July 10, 2017 meeting, the Planning Board discussed the request of applicant Barry King for relief on two (2) stipulations regarding the approval and issuance of a building permit from property located at 42 Coniston Street. After hearing testimony from the applicant and several abutting property owners, the Planning Board declined to offer an advisory opinion on this request. I have attached a copy of the updated Technical Review Committee Report for your consideration. I plan to attend the July 20, 2017 Town Council meeting to answer any additional questions you may have. (End of memo)

The Technical Review Committee has submitted an update opinion with the following recommendations:

1. Confirm that the revised cross section and description submitted by the FCI Engineering Group applies to the entire length of Coniston Street from Tucker Street to the house.
2. The applicant shall provide a letter, signed and stamped by a registered professional engineer confirming that there is an existing 18"-24" gravel base under the proposed roadway. If there is not an existing 18"-24" gravel base, the applicant will be responsible for the excavation and installation of an 18"-24" gravel base.
3. The applicant shall provide a letter, signed and stamped by a registered professional engineer confirming that the existing grades have been field verified and conform to the grades shown on the approved plans.
4. The letter from FCI Engineering does not address the removal of the French drain (UIS2) as requested by the applicant. The letter should be revised to address this change to the approved engineered plans.
5. All previous conditions articulated by the Town Council as part of the October 15, 2009 approval shall remain in effect.

(The full report is on file)

Councilor G. Steere stated that anyone wishing to speak should come forward and state their name and address.

Discussion:

1. Barry King, applicant, stated that back when he first applied, he met with the Town Planner several times with regard to the road surface, but the Planner denied everything presented. B. King stated that his engineer suggested porous pavement, a coarse asphalt which allows water to drain. B. King stated that he proposed this type of pavement along with a French drain, which the Planning Board denied but the Town Council approved. B. King stated that he is now ready to do something with the lot. B. King stated that he feels that a mistake was made in 2009 because the porous pavement was the wrong application for this job, and he is just trying to correct it. B. King commented that he cannot "jump through any more hoops"

as he plans to retire soon and noted that there are several builders who are interested in purchasing the lot and again, Mr. King stated he is just trying to correct what he feels was a mistake.

Councilor Reichert noted that this type of pavement has been greatly improved since then and it would be appropriate to use in this case. Councilor Reichert commented that it is used on many highways throughout the State to prevent water from accumulating. Councilor Reichert stated that it is more expensive than regular asphalt, however. B. King stated that back in 2009, when he read the TRC report, he did research on porous pavement and did not like what he read, but maybe they have come a long way since then. B. King stated that if he has to put that down, it will be done accordingly.

Councilor G. Steere stated that he was on the Council at the time and the reason they wanted to use that surface was because there is a lot of runoff onto Tucker Street due to the steep grade. Councilor G. Steere stated that he thinks it should be put in this way and doesn't believe it would cause the applicant any hardship.

2. Colleen McGuire, a/k/a Colleen Silipigni, of 29 Parker Street, stated that Coniston Street is the only access to her property. C. McGuire stated that she filed formal complaints in 2010 and 2011. C. McGuire read a statement expressing her objection to the request before the Council. C. McGuire noted that the DEM permit granted in 2009 has expired and the topography has significantly changed due to the excavation work performed by Mr. King. C. McGuire stated that the work abruptly halted in October of 2010 and nothing has been done since then. C. McGuire commented that when it rains, the area gets flooded to the extent that it attracts ducks and her frontage continues to erode down Coniston Street. C. McGuire stated that access from Parker Street is basically impossible in the winter due to the steep incline and rugged terrain. C. McGuire respectfully requested that Mr. King's application for relief from stipulations be denied by the Town Council, that Mr. King be required to apply for a new DEM permit and that an additional Town inspection of the site be conducted.
3. Michaele Richter, of 71 Parker Street, stated that her house is close to the property in question, particularly the foundation which Mr. King built in 2010. M. Richter asked if a bond was required of Mr. King in 2009 and if so, was the bond submitted. Barry King responded but was inaudible on the recording. Councilor G. Steere stated that he believes there was a stipulation regarding a bond for the road. Councilor W. Steere noted that a surety bond would not be for Coniston Street because that is a private road for which the Town has no responsibility. Councilor W. Steere stated that a surety bond would be for Waterman Lake Drive and Tucker Street. M. Richter agreed with the comments made by Colleen McGuire and asked if there is way to stipulate that Mr. King finish what he started within a decent time-frame. M. Richter further stated that her water is green since the foundation was put in. M. Richter stated that she had the water tested and it is safe to drink, but has a high level of copper. M. Richter stated that this has been going on for eight (8) years.

Councilor Henry asked M. Richter when she bought her property. M. Richter replied that she purchased it in 2007. Councilor Henry asked if M. Richter had any concept of what was going on next door at that time. M. Richter replied that the foundation was not there at that time and she was told by the applicant that the house would be built in a location farther away from hers.

4. Lorraine O’Connors, of 62 Tucker Street, stated that her property abuts Coniston Street on both sides of Tucker Street for the first 100 feet, which is the steepest portion of the access. L. O’Connors stated that B. King plans to remove 18 to 22 inches of ledge whereas his previous efforts eight (8) years ago were unsuccessful. L. O’Connors stated that her house is on that ledge and she does not know how he will lower the ledge without blasting. L. O’Connors commented that she was surprised his building permit was still in effect after so many years without doing anything. L. O’Connors also expressed concern that heavy equipment will damage the beautiful newly paved roads within the Waterman Lake plat. L. O’Connors commented that this is not a realistic project and never has been, adding that the lot should be deemed unbuildable and the building permit should be rescinded.
5. Councilor Henry addressed the applicant and asked him if he currently lives in the Waterman Lake area. Barry King replied in the negative, stating that he resides on Tanyard Lane in Chepachet. Regarding the lot in question, B. King stated that it is not wetlands as everyone thinks it is. B. King stated it is bowl-shaped and water will settle if there is heavy rain, but it drains out. B. King noted that he has brought in ten (10) truckloads of gravel.

Councilor G. Steere stated that the Council is here tonight to grant or deny the request for relief from these two (2) stipulations. Councilor G. Steere stated that he has already said what he thinks about it and we have had testimony from some of the neighbors. Councilor G. Steere noted that the DEM issues are not the Town of Gloucester’s issues.

Councilor G. Steere asked if anyone else wished to speak regarding this application. Hearing none, Councilor G. Steere declared the Public Hearing closed.

Discussion: None.

MOTION was made by Councilor Reichert to DENY the request for relief of any stipulations adopted as a condition of the Exception to the Ordinance granted on October 15, 2009 by the Town Council for owner/applicant: Fast Lane Investments, owner and applicant, Barry King, Location: Coniston Street, further described as WLS Plat, Lots 598-601 & 615-620 (Now known as 42 Coniston Street, WLS Plat, Lot 598); seconded by Councilor Burlingame.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

IX. Consent Items - Discussion and/or action

1. Approval of Town Council meeting minutes of June 15, 2017 Regular Meeting & June 29th, 2017 Special Meeting
2. Tax Assessor's Additions & Abatements - June 2017
3. Finance Director's Report - June 2017

MOTION was made by Councilor Reichert to APPROVE the Town Council minutes of the June 15, 2017 Regular Meeting & June 29th, 2017 Special Meeting; to APPROVE the Additions to the 2011 Tax Roll in the amount of \$251.26; the 2012 Tax Roll in the amount of \$246.51; the 2013 Tax Roll in the amount of \$246.38; the 2014 Tax Roll in the amount of \$328.73; the 2015 Tax Roll in the amount of \$411.02; and the 2016 Tax Roll in the amount of \$1,884.46 and to ACCEPT the Finance Director's Report for June 2017; seconded by Councilor Burlingame.

Discussion: Councilor Henry recused herself from voting on the approval of minutes from the meeting of June 15, 2017 as she was not present at that meeting.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0
RECUSAL - Henry (from approval of minutes of 6/15/17)

MOTION PASSED

X. Unfinished Business

- A. Sign - The Pavilion at Kent Field
 1. Determine type & style of signage - Discussion and/or action

Councilor G. Steere stated that Charlie Wilson, of the Historic District Commission, has received three (3) quotes for signs to be placed at the Pavilion at Kent Field and the mini-park parking area in the village.

There was discussion regarding the type of lettering on the signs. It was agreed that script writing is difficult to read from a distance and block lettering would be better. Councilor Henry noted that the quote from Dion Signs is considerably less than the other two companies. Charlie Wilson stated that the prices do not include installation because the Council had stated that our Public Works Department could install the signs. C. Wilson stated the signs will include eye hooks installed on the sign and G. Treml will then install on whichever posts are deemed appropriate. Councilor Henry asked C. Wilson if he has dealt with Dion Signs before and he replied in the affirmative.

MOTION was made by Councilor Henry authorize the purchase of two (2) signs, one (1) for the Pavilion at Kent Field and one (1) for the mini-park in the village, from Dion Signs for the sum total of \$3,250. Said signs are carved signs with gold leaf lettering, double-faced and will be painted; seconded by Councilor Burlingame.

Discussion: Charlie Wilson stated that he chose the coloring according to our existing signs and will specify block lettering.

Councilor W. Steere asked if a funding source has been determined. Councilor G. Steere noted that the Gloucester Business Association had expressed interest in helping to purchase the signs. Gary Treml, Public Works Director, stated that there is money in the Pavilion Project account if it is needed.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

The Council members thanked C. Wilson for his help in this matter.

2. Determine funding source & Authorization to purchase - Discussion and/or Action

Councilor G. Steere stated that there is money in the project account and he will speak to the GBA to see if they still wish to contribute.

B. Boards & Commissions

1. Appointment - Discussion and/or action
 - a. Local Board of Appeals for Building Code - 5 year term

Councilor G. Steere stated that the Clerk continues to reach out to the person who has been holding that position but has not heard back.

MOTION was made by Councilor W. Steere to TABLE the appointment to the Local Board of Appeals for Building Code to August 17, 2017; seconded by Councilor Reichert.

Discussion:

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

C. Gloucester Code of Ordinance

1. 1st Reading for a Proposed Amendment to:
Chapter 247 Taxation, Article III: Exemption for Elderly and Disabled Persons - Discussion and/or action

Councilor G. Steere stated that the Council has received the text proposed for the first reading, which can be waived by Motion if the Council chooses.

MOTION was made by Councilor Burlingame to waive the first reading of the proposed amendment to the Gloucester Code of Ordinance, Chapter 247 Taxation, Article III: Exemption for Elderly and Disabled Persons; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry

NAYS - 0

MOTION PASSED

Councilor Burlingame gave a brief explanation of the proposed amendment. Councilor Burlingame stated that over time, the Elderly Exemption has become an increasingly higher percentage of credit against the taxes collected and has reached an amount in excess of 2 million dollars. Councilor Burlingame explained that when the recession took place and the revaluations of homes occurred, an adjustment should have been made but was not. Councilor Burlingame stated that the proposal on the table would mean that anyone who owns a home at the time this is enacted is grandfathered in the program as it currently is, with exception of those that are in the income test, which would be frozen at the current level. Councilor Burlingame stated that for new homeowners after this is enacted, the five-year waiting period will be increased to a ten-year waiting period. Councilor Burlingame reiterated that this will not affect anyone who presently owns a home, only new owners. Councilor Burlingame further stated that there is a provision that, for new homeowners, there would be a minimum tax payment of \$600 per year, which would cover the basics such as Police, Fire, etc. Councilor Burlingame stressed that everybody that owns a piece of property at the time this gets enacted will be grandfathered.

Councilor Burlingame stated that if we don't do this, there will be a higher percentage of taxes paid by those who are under the age of 65. Councilor Burlingame stated that while we want to protect the people that currently have the exemption, we don't want to make it a "tax haven" for those who are shopping for exemptions. Councilor Burlingame noted that of all the cities and towns in Rhode Island, we have the most generous tax exemption, by far.

Councilor G. Steere thanked the Tax Collector, Tax Assessor, Finance Director and Councilor Burlingame for their time and effort on this matter. Councilor W. Steere noted that there are copies of the proposed amendment available tonight and will be also available at the Public Hearing.

2. Set Public Hearing Date - Discussion and/or action

MOTION was made by Councilor Burlingame to SET a Public Hearing for August 17, 2017 for consideration of the proposed amendment to the Gloucester Code of Ordinance, Chapter 247, Taxation, Article III: Exemption for Elderly and Disabled Persons; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry

NAYS - 0

MOTION PASSED

XI. New Business

A. Personnel

1. Senior Center - Discussion and/or action

a. Ratification: Senior Center- aide salary increase

Councilor G. Steere stated that on June 15, 2017, the Council, by consensus, increased the hourly wage of Jackie Aelig to \$13.50 as of July 1st and a motion is now needed to ratify this increase.

MOTION was made by Councilor Burlingame to RATIFY the salary increase, to \$13.50, for Jackie Aelig, Senior Center-aide, effective July 1, 2017; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry

NAYS - 0

MOTION PASSED

b. Appointment - Senior Center Director

Councilor G. Steere stated that he has recused himself from this matter right along. Councilor G. Steere explained this appointment has a salary range recommended with a full benefit package and that the appointment is subject to the rules of the Personnel Handbook. Councilor G. Steere stated the Director appointed is to start as early as July 31, 2017. Councilor Burlingame stated that prior to the reopening of the public session, the Council held an Executive Session where two (2) good candidates were interviewed for the position of Senior Center Director and at this point we have a recommendation:

MOTION was made by Councilor Henry to APPOINT Melissa Bouvier to the position of Senior Center Director, effective as early as July 31, 2017 at an annual salary of \$56,600; said position includes a full benefit package and is subject to the rules of the Personnel Handbook; this position will be a Department Head position, going forward, and the Director will report directly to the Town Council; with the appointing of this position, the Council has agreed to eliminate the part-time assistant position which was to have a salary of \$11,000; seconded by Councilor Burlingame.

Discussion: None.

VOTE: AYES - Burlingame, W. Steere, Reichert & Henry

NAYS - 0

RECUSAL - G. Steere

MOTION PASSED

2. Recreation Department - Discussion and/or action

a. Recreation Director - (former Director)

1. Accept Resignation

Councilor G. Steere stated that the Council accepted the resignation of Anthony Parrillo, from the position of Recreation Director, on May 4, 2017 with an effective date of September 1st or when a

new Director is hired. Council has hired a new director, that Mr. Parrillo has been training. Councilor G. Steere stated the Human Resource Director is now looking for an official separation effective date of July 21, 2017 but would like Council to authorize another 75 hours of paid assistance, as needed, during the current fiscal year.

MOTION was made by Councilor Reichert to AMEND the September 1, 2017 effective date for the resignation of Anthony Parrillo, from the position of Recreation Director, to July 21, 2017, and to AUTHORIZE additional hours in the current fiscal year should his assistance be needed by the current Recreation Director or the Town Council, not to exceed 75 hours; seconded by Councilor Burlingame.

Discussion: Councilor Henry noted that the newly appointed Recreation Director, Robert Shields, is a quick study and it is unlikely that any funds will have to be spent for the assistance of the former Director, who has graciously offered to make himself available if necessary.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

2. Authorize funds for “as needed” assistance

No action, included in motion above.

3. Finance Office - Discussion and/or action

a. Resignation - Senior Accountant/Financial Analyst

Councilor G. Steere stated that the Council has received the resignation of Rosa C Bartolini from the position of Senior Accountant/Financial Analyst effective end of day 7/21/2017.

MOTION was made by Councilor Burlingame to ACCEPT the resignation of Rosa Bartolini from the position of Senior Accountant/Financial Analyst effective 7/21/2017; seconded by Councilor Reichert.

Discussion: Councilor Burlingame stated that he conducted an exit interview with Ms. Bartolini, who expressed positive thoughts about working for the Town, noting that the only reason she is leaving is because her an offer from a former employer.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

b. Appointment - Senior Accountant/Financial Analyst

Councilor G. Steere read the following memo from the Finance Director:

To: Honorable Town Council Members
From: Diane L. Brennan

Memo: Senior Accountant/Financial Analyst Position
Date: July 17, 2017

I have been in contact with the second person for the Senior Accountant/Financial Analyst position left open due to Jacky's retirement.

I am asking the council to allow me to employ her on a temporary basis for preparation for the audit. She is currently working part-time and has committed her services until completion of this job. She has offered to work for Gloucester on a part time basis. I would recommend your approval to allow for some immediate assistance for the workload in the finance office.

I would recommend an hourly rate of \$26 per hour for Laraine Schofield. Given that the option to employ her full time is currently not available, the part time arrangement will buy me some time to consider available alternatives.

(End of memo)

Discussion: None.

MOTION was made by Councilor Burlingame to AUTHORIZE the appointment of Laraine Schofield as a part time temporary employee for the Finance Department at the wage of \$26 per hour; seconded by Councilor Henry.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

B. Town Employee - Department Head Hiring Processes - Discussion and/or action
Councilor W. Steere suggested that a procedure be put in place where the Council can have a consistent policy going forward with regard to hiring department heads. Councilor W. Steere stated that he has prepared a rough draft proposal for the Council members to look at and provide their input.

Councilor G. Steere agreed that it is a good idea to have a process but he feels that the Council already follows the suggestions made by Councilor W. Steere but he noted a few situations where something a little different was done. Councilor G. Steere commented that it is hard to "rubber stamp" it for every position and referred to when the Police Chief was hired and there was a larger committee conducting interviews. Councilor G. Steere stated it is a good starting point but that there may be additional criteria for different positions.

Councilor W. Steere stated his opinion that the Committee should bring forward a certain number of candidates for the Town Council to interview and make the final decision.

Councilor Henry commended Councilor W. Steere for putting this together and stated the only suggestion she had was to include on the interview committee the liaison to the department head position being filled.

Councilor W. Steere asked the Council members to take some time on this and send their thoughts to the Town Clerk, and it could be placed on the next agenda for action.

MOTION was made by Councilor W. Steere to continue Town Employee Department Head Hiring Processes until the next Town Council meeting on August 17, 2017; seconded by Councilor Henry.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

C. Town Council/ Town Council Liaisons: Powers, Duties & exceeding scope of authority- Discussion and/or action

Councilor W. Steere stated that he wished to remind the Council of the scope of Council and their roles, adding that we have liaisons for a reason, mainly to communicate back and forth between Department Heads and Boards and Commissions. Councilor W. Steere stated that typically means if there is a policy or procedure question and doesn't preclude Councilors from asking informational questions of a department or a board or commission. Councilor W. Steere stated that if it is about procedures or legal questions those should go to the liaison. Councilor W. Steere further stated, as a reminder, that Council members cannot take any actions as individuals without the consent of the group. Councilor W. Steere stated that if a Department Head has an issue, they are to go to their liaison first, and the liaison will bring it to the Council. Councilor W. Steere stated this is how things in the past have worked. No Action.

D. Boards and Commissions

1. Resignations - Discussion and/or action

a. Budget Board

One unexpired 3-year term to expire 1/2018

Councilor G. Steere stated that the Council has received the resignation of Greg Agnone from the Budget Board, effective immediately.

MOTION was made by Councilor Reichert to ACCEPT, with thanks, the resignation of Greg Agnone from the Budget Board effective June 14, 2017; seconded by Councilor W. Steere.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

- b. Tax Assessor's Board of Assessment Review
One unexpired 6-year term to expire 12/31/2018

Councilor G. Steere stated that the Council has received the resignation of Tom Ross from the Tax Assessor's Board of Assessment Review effective June 29, 2017.

MOTION was made by Councilor Reichert to ACCEPT, with thanks, the resignation of Tom Ross from the Tax Assessor's Board of Assessment Review; seconded by Councilor Burlingame.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

- 2. Appointments - Discussion and/or action
 - a. Budget Board
One 3-year term to expire 1/2018

Councilor G. Steere stated that there are currently three names on the talent bank app in Council's packet and asked if the Council had any recommendations.

MOTION was made by Councilor Burlingame to TABLE until August 17, 2017 the appointment to the Budget Board for a term to expire 1/2018; seconded by Councilor Henry.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

- b. Tax Assessor's Board of Assessment Review
One unexpired 6-year term to expire 12/31/20

Councilor G. Steere stated that Tom Cash, long time member, recently retired, leaving the Board staffed by two new members.

Councilor G. Steere read a note from the Clerk:

Tom Cash, long time member recently retired. That leaves our board staffed by two new members.

It is my opinion that we will be getting appeals (due to reval) once the tax bills go out in August and with no one on the board with experience of our processes it may be difficult. Tom Cash has agreed to be reappointed temporarily so that he can participate at the first few meetings and show the other members the ropes. After he is done we can fill the position with a talent bank list name.

(End of memo)

Councilor Burlingame commented that this is a good idea and thanked Tom Cash for his assistance.

MOTION was made by Councilor Burlingame to REAPPOINT Tom Cash to the Tax Assessor's Board of Assessment Review as a temporary member (for a term to be determined); seconded by Councilor W. Steere.

Discussion: Councilor Burlingame stated that a talent bank application was received from Bob Lapierre and Councilor Burlingame stated that he will contact him to suggest that he attend a meeting as a bystander to get some knowledge of how this is done.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

- c. Gloucester Housing Authority
One expired 5- year term to end 7/2022

Councilor G. Steere stated that the Clerk's office has contacted the member whose term expires, Stephen Theriault, and he has expressed his desire to be reappointed.

MOTION was made by Councilor Reichert to REAPPOINT Stephen Theriault to the Gloucester Housing Authority for a 5-year term to expire 7/2022; seconded by Councilor Henry.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

- E. Comprehensive Permit for Low & Moderate Income Housing - Old Chepachet Village
 - 1. Discussion and/or action re: Town Council involvement, input and/or opinions

Councilor G. Steere stated that he asked for this item because the Town Council is the only Town organization that has not been asked by the Planning Board for an opinion. Councilor W. Steere stated that by Charter, the Council does not have a say. Councilor G. Steere commented that other Boards and Commissions may not either, but have been asked for their input. Councilor G. Steere asked our legal representative if the Council is entitled to voice their opinion if they have concerns. Nichole Carroll-Barnes, from the Town Solicitor's office, replied that the Council can make a motion to ask the Planning Board to address the issues or areas they would like to see addressed but cannot tell the Planning Board how to rule.

Councilor Burlingame stated that the Planning Board has a list of agencies and departments, such as Police, Fire and Public Works, from whom they requested input, and we need to be sure that they respond. Councilor Burlingame commented that Police and Fire will clearly have an issue, and

education will be a huge concern due to the impact of a number of new students. Councilor Burlingame suggested that the Council draft correspondence to the departments, boards & commissions asking them to address this matter, understand the scope and impact of the project and respond accordingly and, when possible, include some financial impact of this proposed project. Councilor Burlingame noted that this is a 13 million dollar project, but we will not collect much in taxes due to the way it is set up. Councilor G. Steere stated he does not know if that issue is a valid point we can address. Councilor Burlingame stated he would like to ask these departments to address all the impact issues.

Councilor Henry suggested Council write to these departments & boards to remind them of the request and to ask them to please respond in a timely manner, well before the hearings. Councilor Henry stated we should also remind them their responses have to be respective of the findings otherwise there is no value to their responses.

Councilor G. Steere stated he will sit with the Planner to formulate the reminder.

Karen Scott, Town Planner, stated that the Public Hearing is scheduled for August 7th but it is unlikely that the hearing will be completed at that meeting. K. Scott stated that the letter from the Planning Board asked for comments to be made as close to August 7th as possible.

K. Scott stated some of the boards may meet in time for the September hearing and that it is unlikely that hearings will be closed until all advisory opinions have been received by the Planning Board. K. Scott stated that she has offered to go to any of the meetings of the boards or to meet with any of the departments in case clarification is needed. K. Scott stated she is going to the Historic District Commission meeting in August.

MOTION was made by Councilor Henry to AUTHORIZE the Council to draft a letter on behalf of the Planning Board asking that the written advisory opinions get forwarded to Karen Scott, Town Planner, prior to the August 7, 2017 Public Hearing or sooner; seconded by Councilor Burlingame.

Discussion: Councilor G. Steere stated some of the Boards may meet in August so as soon as possible would be appreciated.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

Councilor Henry stated for the record that the Affordable Housing project speaks to the finding regarding density. Councilor Henry stated that when she reviewed the packet she was concerned that all of the units will be using the same driveway which runs along the Village Bean. Councilor Henry stated her opinion that this does not seem reasonable and will cause traffic problems and safety issues.

F. Request from Regional School District - Discussion and/or action

RE: Use of tonnage space within Town's cap (RI Resource Recovery)

Walter Steere, Jr., Regional School Committee member, stated that Resource Recovery has informed the Region that they would no longer be able to dump under the same price that the Town has, which is \$39.50 per ton and that the Region would have to pay the full rate of \$67.00. W. Steere, Jr. stated that he was told by Resource Recovery that if one of the Towns in the Region has excess cap space, the Region could use that and pay the lower rate. W. Steere, Jr. stated that Foster goes over their cap every year but Gloucester was under their cap by 500 tons last year. W. Steere, Jr. stated that the Region had 70 tons last year and asked if they could use 80 tons from Gloucester's cap space. W. Steere, Jr. stated that they would like to try it for one year and if it does put the Town over the cap, the Region would pay the difference. W. Steere, Jr. pointed out that the Town cannot lose money on this proposal.

Councilor G. Steere asked what the Region does with their recyclables. W. Steere, Jr. replied that all the recyclables are picked up by the Gloucester Public Works Department.

Councilor Henry stated that she would like to hear the Public Works Director's opinion first and further stated that she would like it in writing that the School Department will reimburse the Town if this causes the town to go over the cap.

Discussion followed on whether this could be a way to "new beginning". W. Steere, Jr. stated it is a savings of approximately \$2,000.

Gary Treml, Director of Public Works, stated that we are consistently under cap and would not go over if we enter this agreement. G. Treml stated, however, it would reduce our recycling percentage rate, which is now at 33%, which gives us \$2. off on each ton. G. Treml stated his only concern was where does Foster fit into all of this. G. Treml stated we give them our cap, they go over every year, and we haul their recyclables. G. Treml stated that our current recycling rate gives us a rebate as well as a discount on tipping fees. Councilor G. Steere commented that we are at a good percentage and he does not want to lose it. G. Treml stated it will change your formula adding the 80 tons but we don't know how much. Councilor W. Steere noted that the Region has "given" us their recyclables over the years, which has helped toward the percentage. Councilor W. Steere stated at the end of the day it seems like the right thing to do.

Councilor Henry asked the Finance Director if she had any thoughts on how to get this back from the Business department. Diane Brennan, Finance Director, stated that Foster is over their cap and she is looking for an equitable way to make that split. Councilor Reichert stated that right now it is a 60/40 split, therefore Foster could pay 40% and Gloucester would pick up the remaining 60%. Councilor G. Steere suggested that the \$2,000 savings could come off Gloucester's contribution in the next Regional School Budget. Discussion followed on this not being an option without taxpayer input.

W. Steere, Jr. stated his opinion that it would not be fair to exclude Foster and pointed out that it is not a lot of money. W. Steere, Jr. commented that if the Town Council does not want to do this, that

is their choice. W. Steere, Jr. stated this would be a one year agreement and if it doesn't work we don't do it again.

The Finance Director stated she believes the Region is under a time constraint to get a letter in regarding the use of this tonnage and suggested the Council could just give them 10 ton now to let them start their process.

After further discussion, there was Council consensus that if the added tonnage results in a lower recycling rate, the Region would pay the Town to make up for the reduced discount.

MOTION was made by Councilor Reichert to approve a request from the Foster-Glocester Regional School District to give them 80 tons on the Town's cap with the agreement that the Region will pay any costs that affect our cap tonnage or recycling due to this agreement; seconded by Councilor Burlingame.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

G. Authorization for Town Council President signature & submittal of:

1. FFY 18-27 STIP Application Cover Sheet- Discussion and/or action

Councilor G. Steere read the following from the Town Planner:

To: Town Council
From: Karen Scott, Town Planner
Date: July 6, 2017
Re: 2017 Annual State Transportation Improvement Program Update

Attached please find the proposed submission for the Town of Glocester for the 2017 Annual State Transportation Improvement Program update.

I did not get any new project suggestions to include therefore I have just ranked the existing projects that Glocester has in the current STIP. The enclosed ranking is a draft and subject to any changes members of the Council would like to make. I have also enclosed a cover letter reiterating the Council's issues with the proposed schedule change to the Reynolds Road repaving project for signature by President Steere.

In addition, I have reached out to FM Global and requested that they submit a letter of support for the Town's position on the Reynolds Road repaving schedule. I drafted a support letter and sent it to the appropriate contact at the Research Campus for review, approval and signature.

I will keep the Council informed as to my progress. I will be at the July 20, 2017 meeting to answer any questions.

Thank you.

(End of memo)

MOTION was made by Councilor W. Steere to AUTHORIZE the Town Council President to sign the FFY 18-27 STIP Application Cover Sheet for submittal to the R.I. Division of Planning; seconded by Councilor Henry.

Discussion: Councilor G. Steere asked Karen Scott, Town Planner, about the response she received to her letter regarding the schedule change. K. Scott stated that we will have an opportunity to formally submit comments to DOT. Councilor Henry commended K. Scott for her correspondence which noted that people from all around the world use Route 94 to visit FM Global. Councilor Burlingame stated that we should get someone from FM Global to lean on DOT. K. Scott stated that she has been working with the Vice-President and has drafted a letter for them to use if it is approved by their World Headquarters.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

2. Correspondence re: Route 94, Reynolds Road (STIP ID 1329) - Discussion and/or action

MOTION was made by Councilor Henry to AUTHORIZE the Town Council President to sign the correspondence prepared by the Town Planner stressing the importance of reinstating the schedule for maintenance of Route 94, Reynolds Road (STIP ID 1329) from the Foster Town Line to US-44; seconded by Councilor W. Steere.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

H. State of Rhode Island 2018 Budget

1. Support to League of Cities & Towns re: expediting passage of state budget

Councilor G. Steere stated that we have received requests from the League asking for support in pushing our legislators for the adoption of a state budget. Councilor G. Steere asked if the Council wants to support their efforts going forward, and if so, we could do a motion to authorize the Finance Director to submit letters of support if requested.

MOTION was made by Councilor Reichert to AUTHORIZE the Finance Director to submit any future letters of support requested by the League of Cities & Towns regarding encouraging State Legislators to act on the State of Rhode Island's 2018 budget; seconded by Councilor W. Steere.

Discussion: Councilor W. Steere commented that this doesn't mean he agrees with the budget, but we have to have one so we know what we can do.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry

NAYS - 0

MOTION PASSED

2. Discussion and/or action as needed re: reduced state aid due to failure of state to adopt budget

Councilor G. Steere read the following memo from the Finance Director regarding the state budget:

To: Honorable Town Council
From: Diane L. Brennan
Memo: Fiscal 2018 Tax Bills
Date: July 19, 2017

After much thought and discussion, I have asked to have the all tax bills prepared for mailing despite the fact there is no State of Rhode Island adopted budget. It appeared the effect of the changes proposed in contrast to the delay in processing was the way to go.

If there are any changes to make due to the adoption of a state budget, the town will do so once the direction is determined.

(End of memo)

Discussion: Councilor W. Steere commented that the delay in the adoption of a state budget is costing communities a lot of money.

- I. State of Rhode Island Motor Vehicle Taxation & effect on Town of Glocester, Discussion and/or action as needed

Diane Brennan, Finance Director, stated that the bills for real estate and motor vehicle taxes have been mailed.

- J. Adoption of Town Computer Use Policy - Discussion and/or action

Diane Brennan, Finance Director, explained that the proposed Computer Use Policy is designed to bring a heightened awareness of incidents that have taken place, stating that something that we might think is innocent might not be. D. Brennan spoke of 2 suspicious emails she received, supposedly from Council members, asking for financial information. D. Brennan noted that the Department Heads have had an opportunity to review the policy and if they have any suggestions, the wording can be tweaked if necessary.

Councilor Burlingame stated that this was discussed at Department Head meetings and has been on the table for several months. Councilor Burlingame urged the Council to adopt the policy.

MOTION was made by Councilor Burlingame to ADOPT a Town Computer Use Policy; seconded by Councilor W. Steere.

Discussion: None.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry
NAYS - 0

MOTION PASSED

K. Reallocation of 2016/2017 funds - Discussion and/or action
Diane Brennan has submitted the following:

To: Honorable Town Council
From: Diane L. Brennan
Memo: Fiscal 2017 Budget Results
Date: July 19, 2017

Please find the monthly report for expenses and revenue in your council packet. The numbers are preliminary and will change based on several items. The most notable are the payroll accrual, accounts payable, and taxes receivable. While the information you have received is a snapshot picture of the accounts when reports were run, there continues to be considerable work to get to the "audited" numbers for fiscal year 2017.

Of note is the anticipated greater than budget expenses for the legal department. Due to pending litigation, the costs will exceed the FY 2017 allocation. The budget also was prepared with a salary increase of 1.5% for most departments. The actual increases were slightly more than the budget. Most departments can cover the difference, but in the event a department is over by that amount, I will transfer funds from the overhead account to cover any differences.

In total, the FY 17 budgeted expenses should exceed actual. The revenues for taxes are always close, but I am anticipating the sixty day collections will be in line with last year to meet our budgeted number. Collections are recognized until August 31, 2017.

(End of memo)

Discussion: Councilor Burlingame stated that it is in the Charter that the Finance Director must advise the Council in this regard. No action is necessary.

XIII. Department Head Reports/Discussion

A. Diane Brennan, Finance Director, reported that a bid opening was conducted for the school renovations project. D. Brennan stated that the School Committee has recommended Urbine Construction at a bid price of \$193,500 for the plumbing renovations at Fogarty School.

D. Brennan stated that a few of the Police Department vehicles have started to come in.

B. Ken Johnson, Building/Zoning Official, spoke regarding issues at Snow's Clam Box at 2461 Putnam Pike. K. Johnson stated that he has contacted several fence companies and asked for guidance from the Council regarding allocating funds to fence the property. K. Johnson commented that people are getting into the building and are dumping things onto the property, causing an environmental issue. K. Johnson noted that the property will be going up for tax sale in August. K. Johnson

stated that a temporary fence would cost between \$3,000 and \$4,000 for the year, which includes putting it up and taking it down.

Councilor Reichert asked if the insurance company will be paying anything. K. Johnson stated that the issue became complicated when arson was determined, and he does not know who is presently responsible for the property. K. Johnson stated that his department could not do anything to the building for a year because it was under investigation by the State Fire Marshal.

Councilor Henry asked if the Town has the legal right to tear a building down if it is deemed a public safety issue. Nichole Carroll-Barnes replied that she believes we do have that right. Councilor W. Steere noted that people will still dump on the property. K. Johnson stated that he thought about putting concrete blocks to prevent vehicles from entering, but people can still go around them and get into the building. K. Johnson stated that he will speak to the Solicitor regarding this matter and will report back to the Council.

There was discussion regarding a complaint that was received concerning a property on Saw Mill Road that is in poor condition. K. Johnson stated that he spoke with the owner, an elderly gentleman, and a dumpster was subsequently delivered to the property. K. Johnson stated that there are two (2) vehicles on the property that the owner has agreed to remove. K. Johnson stated that the owner is attempting to sell the property because he cannot take care of it.

XIV. Bds. and Commissions Reports/ Discussion

- A. Charlie Wilson, Historic District Commission chair, reported that the Commission was unable to get a quorum for their July meeting, therefore they have moved their August meeting up by one (1) week to the 9th.
- B. Mike DeGrange, Parade Committee chair, stated that the 4th of July Parade was successful despite the issues that were faced. M. DeGrange stated that the Bucket Brigade almost doubled its numbers from previous years to \$2,400. M. DeGrange stated that there were numerous issues that he would like to speak to the Council about, but in a different type of forum. Councilor G. Steere thanked M. DeGrange for all of his hard work.
- C. Councilor W. Steere expressed appreciation to Councilor G. Steere and Matt Salisbury for putting the flags on the telephone poles for the 4th of July. Councilor W. Steere also thanked everyone involved in the 4th of July process, stating that the Parade is an integral part of the town.

XV. Open Forum

- A. Walter Steere, Jr. stated that he heard that we are taking care of a python at the dog pound. W. Steere, Jr. stated his opinion that this is not what the pound is for.

XVI. Seek to Convene to Executive Session Pursuant to:

- A. R.I.G.L. 42-46-5 (a)(2) Litigation - Discussion and/or action
Town of Glocester vs. Robert & Shana Grenga, Superior Court Civil Action # PC -
2017-0693.

None.

XVII. Reconvene Open Session (Disclose votes taken in Executive Session)

Not necessary.

XVIII. Adjourn

MOTION was made by Councilor Burlingame to ADJOURN at 10:00 p.m.; seconded by Councilor Reichert.

VOTE: AYES - G. Steere, Burlingame, W. Steere, Reichert & Henry

NAYS - 0

MOTION PASSED