

At a meeting of the Town Council held in and for the Town of Gloucester on August 1, 2019:

I. Call to Order

The meeting was called to order at 7:30 p.m.

II. Roll Call

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

Also Present: Jean Fecteau, Town Clerk; Nichole Carroll-Barnes for the Town Solicitor; Joseph DelPrete, Chief of Police; and Diane Brennan, Finance Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Open Forum - For Agenda Items

None.

V. Consent Items - Discussion and/or Action

A. Approval of Town Council regular meeting minutes of July 18, 2019

MOTION was made by Councilor Reichert to APPROVE the Town Council regular meeting minutes of July 18, 2019; seconded by Councilor W. Steere.

Discussion: None.

VOTE: AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
NAYS-0

MOTION PASSED

VI. Unfinished Business

A. Boards & Commissions

1. Appointments - Discussion and/or Action

a. Budget Board

1. One unexpired 3 year term to expire 1/2021

MOTION was made by Councilor Henry to TABLE the appointment to the Budget Board for the unexpired term to expire 1/2021; seconded by Councilor Reichert.

Discussion: Councilor Henry stated that she met with Eric Croft, vice-chair of the Budget Board, regarding this appointment. Councilor Henry noted that it is hard to find somebody with credentials who wants to serve on the Budget Board because they meet twice a week for four (4) months. Jean Fecteau, Town Clerk, stated that she will place an ad for volunteers.

VOTE: AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
NAYS-0

MOTION PASSED

- b. Parade Committee
  - 1. Position #2 (ongoing term)

MOTION was made by Councilor W. Steere to TABLE the appointment to the Parade Committee, Position #2; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
NAYS-0

MOTION PASSED

- c. Recreation Commission
  - 1. One two year term to expire 1/2021

MOTION was made by Councilor Henry to APPOINT Stephen Arnold to the Recreation Commission for a two year term to expire 1/2021; seconded by Councilor Reichert.

Discussion: Councilor Henry noted that S. Arnold is very involved in the Little League and his name was brought forward by the Recreation Commission and Director.

VOTE: AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
NAYS-0

MOTION PASSED

MOTION was made by Councilor W. Steere to move items X. through XIII. to this point of the agenda; seconded by Councilor Reichert.

Discussion: None.

VOTE: AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
NAYS-0

MOTION PASSED

X. Town Council Correspondence/ Discussion

- A. Councilor G. Steere stated that a letter was received from the Chepachet Baptist Church complimenting the Parade Committee on how well the parade was run and how helpful everybody was regarding their float.
- B. Councilor G. Steere stated that a letter was received from the State regarding projects at George Washington Campground where they are demolishing an abandoned house and constructing a composting toilet facility.
- C. Councilor Henry asked if this is the time to ask about an event which took place this

weekend at Hill's Tavern. Councilor G. Steere stated that the question can be addressed to the Chief of Police during Department Head Reports.

XI. Department Head Reports/Discussion

- A. Jean Fecteau, Town Clerk, stated that she will wait until the next meeting to have a first reading of the newly-created ordinances. J. Fecteau stated that she is not completely comfortable giving it out to the public yet and wants to read though it one more time. J. Fecteau noted that it does not have to be passed until December and she does not want to rush it.

J. Fecteau stated that in 2015, the Land Trust repeatedly asked for some office space, which the Council agreed to. J. Fecteau stated that they only needed the space while working on their accreditation, and the deal was that they would come to the Council every year to say if they still needed it. J. Fecteau stated that she needs the space for two (2) part-time employees. J. Fecteau stated that she would like to write a letter to the Land Trust chair asking if they still need the space. J. Fecteau stated that she has given the Land Trust space in the File Room and can give them more if they need it. J. Fecteau stated that half of the room could be used for the Recreation Director and the other half for the, to be hired, part-time HR Director. J. Fecteau stated she doesn't feel it is appropriate for an HR Director to sit in any office where other staff is present. Councilor W. Steere noted that the Land Trust has storage space and if they need to meet, there are several meeting rooms at the Town Hall. Council consensus was for the Clerk to send correspondence.

- B. Councilor Henry spoke about a vendor fair held on Saturday at Hill's Tavern, facilitated by Laurie Barrett, which was not brought before the Council. Councilor Henry stated that we went through this a year ago with the same event coordinator and at that time the Council jumped through hoops to give them the necessary permitting to have the event, because it had already been advertised. Councilor Henry stated that she thought they got the message that if they were going to do that again, they would have to come before the Council and follow procedure. Councilor Henry stated that she went by and they were setting up tents in the back and she wondered if the Fire Chief knew they were doing tents and if there was a parking plan submitted.

Joseph DelPrete, Chief of Police, stated that he was not aware of the event until it was brought to his attention on Friday. Chief DelPrete stated that there was no Public Safety intervention at all. Councilor Forgue asked if liquor can be served outside during this type of event. J. Fecteau replied liquor can only be served/consumed in the enclosed area.

Councilor Forgue stated that he stopped by and Mr. Hill considered it one of his outdoor events that he is allowed to have twice a month. Councilor Henry pointed out that he does not have a license to sell retail. Councilor Forgue stated that in his

experience, tax ID numbers are required for the State to collect taxes. Councilor Forgue stated that A. Hill keeps explaining that he is new at this.

Councilor W. Steere stated that he was at the Farmer's Market on Sunday and was told by some of the vendors that hardly anybody showed up at the vendor fair.

Councilor G. Steere commented that A. Hill is definitely not getting that this is a Special Event for which he needs permission. Jean Fecteau, Town Clerk, stated that he was before the Council recently and did not mention this event. Councilor W. Steere noted that Mr. Hill is on a trial period and this should be documented somewhere in case he comes before the Council asking for more things.

J. Fecteau stated that Tim Kane, Town Solicitor, sent a copy of the ad to Mr. Hill's attorney, David D'Agostino. Councilor G. Steere stated that he told Mr. Hill that his attorney is not doing him any favors because he knows the process for Special Events as he represented the prior owner. J. Fecteau commented that Mr. Hill likes to blame others for his situation.

After further discussion, there was Council consensus to have the Town Clerk, Town Solicitor and Councilor Forgue meet with Mr. Hill to explain what he can and cannot do.

XII. Bds. and Commissions Reports/ Discussion  
None.

XIII. Open Forum

- A. Brian Trainor, artist, stated that he has started painting the Skate Park a week and a half ago and on Saturday from 7 to 11, he will have people show up to paint and he invited the Council and everybody present to participate. B. Trainor noted that Chepachet Hardware has donated a box of brushes and rollers. Councilor G. Steere asked how this was advertised. B. Trainor replied that he posted it on Facebook. Councilor W. Steere asked B. Trainor if he has the waivers for minors who participate. B. Trainor replied in the affirmative.

VII. MOTION was made by Councilor w. Steere to Seek to Convene to Executive Session Pursuant to: R.I.G.L. 42-46-5 (a)(2) Collective Bargaining - Discussion and/or Action; seconded by Councilor Reichert.

Discussion: None.

VOTE:        AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
                  NAYS-0

MOTION PASSED

VIII. Reconvene Open Session

Disclosure of votes taken or # of votes taken in Executive Session

MOTION was made by Councilor W. Steere to seal the minutes of Executive Session and to disclose that no votes were taken in Executive Session; seconded by Councilor Reichert.

Discussion: None.

VOTE:        AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
                  NAYS-0

MOTION PASSED

IX. New Business

A. Dept. of Public Works - Employee Compensation and Benefit Amendment-  
Discussion and/or Action

Councilor G. Steere stated that after negotiation with the public works employees, the agreed upon benefits were voted on, but one of the items was missing in the vote, regarding sick day pay out. Councilor G. Steere stated that the Council absolutely did discuss that and we are here tonight to add it.

MOTION was made by Councilor Reichert to amend offer made on June 25<sup>th</sup>, 2019 to Dept. of Public Works, hourly employees, to include the addition of:

When any employee with at least five (5) years of continuous employment retires, resigns or is discharged due to a reduction-in-force, such employee shall be paid the following:

Five (5) +years of employment twenty-five percent (25%)

Ten (10) +years of employment thirty percent (30%)

Twenty (20) or more years of employment thirty-five (35%)

of the total amount of his or her unused accumulated sick leave, provided, such employee has accumulated at least thirty (30) days unused sick leave time. Upon the death of an employee who meets the criteria above, the payment shall be made to the employee's designated beneficiary, or to the decedent's estate in the event no beneficiary has been designated.

Seconded by Councilor Forgue.

Discussion: Councilor Henry questioned if this also covers someone who is deceased and asked if that word should be in there. Councilor G. Steere stated that it is in the end. Councilor Henry concurred but stated that it is not in the beginning. Nichole Carroll, legal counsel, advised the Council to put it in the beginning.

Councilor Forgue WITHDREW his second and Councilor Reichert WITHDREW his motion.

Diane Brennan, Finance Director, spoke from her seat and was inaudible on the recording.

MOTION was made by Councilor Reichert to amend offer made on June 25<sup>th</sup>, 2019 to Dept. of Public Works, hourly employees, to include the addition of:

When any employee with at least five (5) years of continuous employment retires, resigns or is discharged due to a reduction-in-force, or is deceased, such employee shall be paid the following:

Five (5) +years of employment twenty-five percent (25%)

Ten (10) +years of employment thirty percent (30%)

Twenty (20) or more years of employment thirty-five (35%)

of the total amount of his or her unused accumulated sick leave, provided, such employee has accumulated at least thirty (30) days unused sick leave time. Upon the death of an employee who meets the criteria above, the payment shall be made to the employee's designated beneficiary, or to the decedent's estate in the event no beneficiary has been designated.

Seconded by Councilor Forgue.

VOTE:        AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
                  NAYS-0

MOTION PASSED

B.        Proposed Amendments to the "We are Gloucester Handbook"- Discussion and/or Action

Discussion: Councilor G. Steere stated that there are four (4) amendments, which will be taken one at a time.

MOTION was made by Councilor Reichert as follows:

1.        For DPW hourly workers - \$0.25 per hour increase for Class 1 and CDL license, limited to four (4) drivers in department
2.        When all non-union employees are called in to work during a weather-related event and the Town Hall is closed, they will receive one (1) comp day at straight time, at the department head's discretion;
3.        For all non union employees - Sick days - if eight (8) hours or less were used from July 1<sup>st</sup> through June 30<sup>th</sup>, they will receive two (2) comp days, if nine (9) hours to 24 hours were used, they would receive one (1) comp day, at the department head's discretion;
4.        For all non union employees - When any employee with at least five (5) years of continuous employment retires, resigns or is discharged due to a reduction-in-force, or is deceased, such employee shall be paid the following:

Five (5) +years of employment twenty-five percent (25%)  
Ten (10) +years of employment thirty percent (30%)  
Twenty (20) or more years of employment thirty-five (35%)

Effective July 1, 2019.

seconded by Councilor Forgue.

Discussion: None.

VOTE:        AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
                  NAYS-0

MOTION PASSED

X.     Town Council Correspondence/ Discussion  
Previously addressed.

XI.    Department Head Reports/Discussion  
Previously addressed.

XII.   Bds. and Commissions Reports/ Discussion  
Previously addressed.

XIII.   Open Forum  
Previously addressed.

XIV.   Adjourn  
MOTION was made by Councilor Reichert to ADJOURN at 8:44 p.m.; seconded by Councilor W. Steere.

Discussion: Councilor Henry stated that she met with Jean Fecteau, Diane Brennan and Jane Steere to discuss putting a framework together for the part-time Human Resource position. Councilor Henry distributed the job description to the Council members and asked to discuss it tonight so that we can move forward with an advertisement.

Councilor Henry stated that it was agreed to call the position Human Resources Administrator because if we call it Director or Manager, it means there are people reporting to that position.

Councilor G. Steere stated that the Council cannot act on this tonight because they just received it. Councilor Henry asked the Council members to review the information.

Councilor Henry noted that it is the recommendation of the committee that a part-time hire is a better fit than a contracted person from a firm or company, however we will advertise it and see what we get. Councilor Henry stated that it would be a part-time person with no benefits who would be in

this building one (1) day a week, accessible to anybody that needed to see them. Councilor Henry stated that in the beginning it would be 10 to 15 hours a week max.

Councilor Reichert asked if the Council would want this individual to attend Council meetings. Councilor Henry replied that we probably would not want to tell them to because that would be 4 to 5 hours right there, but if there was something the Council felt they needed to be here for, they could. J. Feceteau stated that the committee thought department head meetings would be important for that person to attend.

Councilor Forgue asked what is the reason for not wanting a private contractor. Councilor Henry replied that they did not say they didn't want, but the majority felt strongly that the employees would be more comfortable with an individual who does not have other contracts.

Councilor Henry stated that the person does not necessarily have to have a bachelor's degree if they have work experience. Councilor Henry stated that they also felt strongly that the payroll function should remain in the Finance Department.

Councilor G. Steere stated that we have a motion and a second on the floor.

VOTE:            AYES- G. Steere, W. Steere, Reichert, Henry and Forgue  
                    NAYS-0

MOTION PASSED