

At a meeting of the Town Council holden in and for the Town of Gloucester on February 20, 2020:

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; Tim Kane, Town Solicitor; Christine Mathieu, Deputy Town Clerk; Joseph DelPrete, Chief of Police; Diane Brennan, Finance Director; Karen Scott, Town Planner; Jane Steere, Tax Collector; Judy Branch, Human Services Director; Ken Johnson, Bldg./Zoning Official; Melissa Bouvier, Senior Center Director & Gary Treml, Public Works 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 February 6, 2020
- B. Tax Assessor's Additions & Abatements -January 2020
- C. Finance Director's Report - January 2020

MOTION was made by Councilor Forgue to APPROVE the Town Council Regular meeting minutes of February 6, 2020; to APPROVE the ADDITIONS to the 2019 Tax Roll in the amount of \$645.45; the ABATEMENTS to the 2019 Tax Roll in the amount of \$534.41; the 2019 Supplemental Tax Roll in the amount of \$555.97; the 2018 Tax Roll in the amount of \$62.26; and the 2012 Tax Roll in the amount of \$163.92; and to ACCEPT the Finance Director's Report of January 2020; seconded by Councilor Reichert

Discussion: none

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

MOTION PASSED

VI. Unfinished Business

- a. Tree Warden 2020 - One year term - Discussion and/or Action

Councilor G. Steere stated the Building Official and the Clerk have both spoken with the current tree warden who has expressed her desire to continue as tree warden and when asked if she would

have the time for the position, as we have received a few complaints about no call backs from her, she explained that her phone number was different than what we had on file and asked that we update.

Councilor Henry asked K. Johnson if this person returned his phone call. K. Johnson stated she had. Discussion followed on the situation and review at a later time if complaints come in.

MOTION was made by Councilor Forgue to APPOINT Sandra Shepard to the position of Tree Warden for 2020; seconded by Councilor Reichert

Discussion: none

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

NAYS- Henry

MOTION PASSED

- b. Human Resource Administrator -Approve Dental Benefits &Waiver of Handbook, Health Insurance, Section 5. Part Time Employees, Two year minimum - Discussion and/or Action

Councilor G. Steere stated this item was tabled in January.

MOTION was made by Councilor Henry to TABLE Item b. Human Resource Administrator - Approve Dental Benefits & Waiver of Handbook, Health Insurance, Section 5. Part Time Employees, Two year minimum; seconded by Councilor Reichert

Discussion: Councilor Forgue asked who put this on the agenda. The Clerk stated she did because it was a tabled item that needed to be resolved.

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

NAYS - 0

MOTION PASSED

VII. New Business

A. Personnel

1. Public Works Employee

a. Resignation - Discussion and/or Action

Councilor G. Steere stated Diane Brennan, Personnel Dir., was informed by the Public Works Administrative Aid that Samuel Cote, Driver/Laborer 1, quit his job at Public Works on 2/10/2020

MOTION was made by Councilor Reichert to ACCEPT the resignation of Samuel Cote from the Public Works Department, position of Driver/Laborer 1, effective 2/10/2020; seconded by Councilor W. Steere

Discussion: Discussion followed on Mr. Cotes' resignation.

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

MOTION PASSED

b. Process to fill position - Discussion and/or Action

Councilor G. Steere stated we need to authorize the process to move forward with advertising and interviewing to fill the vacant position.

MOTION was made by Councilor Reichert to AUTHORIZE the advertising of the Public Works position, Driver Laborer 1, and the interviewing of candidates for final recommendation to the Town Council; seconded by Councilor Forgue

Discussion: none

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

MOTION PASSED

2. Town Clerk's Office

a. Town Council Authorization/Consent: Family Medical Leave Act - Discussion and/or Action

Councilor G. Steere read a recommendation from the Personnel Director:

To: Honorable Town Council Members

From: Diane L. Brennan, Finance Director

Re: Family Medical Leave - FMLA request # 2020-01

Date: February 14, 2020

An town hall employee is requesting Medical Leave under the Family Medical Leave Act, for a maximum equivalent of a thirteen week period. This can be used over a one year period. The employee meets the criteria under the law and has provided the necessary paperwork to the town.

Under the federal and state guidelines, the town may require the employee to use available paid time to cover for the time away. In the past, FMLA time has been granted to employees and the town has required the use of all available time prior to asking for FMLA time.

All health, dental and life insurance will be continued as they were previous to FMLA. Sick and vacation time will stop accruing during FMLA leave. Retirement contributions will stop during FMLA leave.

I am recommending the council grant the FMLA to this employee on an as needed basis

(end of memo)

MOTION was made by Councilor Reichert to GRANT FMLA leave to the town hall employee, FMLA request # 2020-01, on an as needed basis;; seconded by Councilor Forgue

Discussion: none

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

3. Personnel Handbook updates rec'd from HR Administrator - Discussion and/or Action
MOTION was made by Councilor Henry to TABLE; seconded by Councilor Forgue

Discussion: none

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

B. Bid Extension

1. IFB 2018-03 Hot Mix Asphalt - Discussion and/or Action

Councilor G. Steere read a request from the Public Works Director for a bid extension:

February 20, 2020

To: Honorable Town Council

From: Gary Trembl

Public Works Director

Re: Bid Extension

Bid extension was requested from the vendor on the following bid:

IFB 2018-03 Hot Mix Asphalt

The vendor has agreed to extend the bid at original pricing and conditions (see attached bid extension agreement).

I am requesting that this bid extension be approved.

Thank you,

Gary Trembl

(end of memo)

MOTION was made by Councilor Forgue to APPROVE the extension of IFB 2018-03 Hot Mix Asphalt from T. Miozzi, Inc. to supply Hot Mix Asphalt, 3" compacted at a price of \$11.96/sq. yd and 4" compacted \$15.78/sq yd in place, tack coat \$0.05 per sq yd and \$1.80/ln ft for berm until March 31, 2021; seconded by Councilor Reichert

Discussion: Discussion regarding pricing on asphalt.

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

MOTION PASSED

C. Boards and Commissions

1. Appointments - Discussion and/or Action

Board of Canvassers - One 6 year term to expire 3/2026

Councilor G. Steere stated this item is for the expired term of Joel Wrona and Mr. Wrona does not wish to be reappointed for another term.

Councilor G. Steere stated there was one current name on the talent bank list. (Joyce Bulger) and the Clerk invited that person to attend a recent Board of Canvassing meeting to observe the level of work to be done. Councilor G. Steere stated the applicant still wishes to be considered.

Councilor G. Steere stated if Council has any additional names for consideration those would first need to be checked with Clerk to ensure they are a registered voter.

Councilor G. Steere stated this person is a dedicated volunteer at the Senior Center.

MOTION was made by Councilor Forgue to APPOINT Joyce Bulger to the Board of Canvassers to an expired 6 year term to expire 3/2026 effective March 1, 2020; seconded by Councilor Reichert

Discussion: none

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

MOTION PASSED

D. Gloucester Historic Revitalization Subgrant Program: Review Committee Appointments - Discussion and/or Action

Councilor G. Steere read a request from the Town Planner:

To: Town Council Members
From: Karen Scott, Town Planner
Date: February 12, 2020
RE: Gloucester Historic Revitalization Subgrant Program – Review Committee

As discussed at the February 6, 2020 Town Council meeting, I am proposing the following membership of the Gloucester Historic Revitalization Subgrant Program Review Committee:

1. Karen Scott, Town Planner
2. Ken Johnson, Building Official
3. Jean Fecteau, Town Clerk
4. Charlie Wilson, Historic District Commission member
5. Diana Seaver, Economic Development Commission member
6. Town Council Member
7. Joseph Doura, Gloucester Business Association

8. Roberta Randall, Principal Historic Architect, Rhode Island Historic Preservation and Heritage Commission
9. Architect specializing in historic preservation – TBD pending Master Price Agreement process

(end of memo)

Discussion: K. Scott explained the process and the reason why she chose the names she did. Councilor Forgue volunteered to be the Town Council volunteer. K. Scott explained there would be a limited amount of meetings and the committee will stay in place until the grant is completed.

MOTION was made by Councilor Henry to Authorize the creation of the Gloucester Historic Revitalization Subgrant Review Committee. This committee will be active for the duration of the National Park Service Historic Revitalization Grant, to approximately 9/30/2021. The purpose of this committee is to review the draft grant solicitation and application and review, score and rank all proposals that are submitted for the subgrant program and to appoint the members requested in the memo read into this meeting record; seconded by Councilor W. Steere

Discussion: none

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

MOTION PASSED

- E. Gloucester Code of Ordinances - Discussion and/or Action
 1. 1st Reading - Proposal of Code of Ordinance Amendments
 - a. Chapter A423, HDC Rules & Regulations
 - b. Chapter 350, Article IX. Historic District Zoning

Councilor G. Steere stated this is a 1st reading of proposed ordinance amendments and, therefore, Council needs to read proposals or the proposed amendments must be explained to the public.

K. Scott gave an explanation explaining the main change to Zoning, Chapter 350, Article IX, is to remove the Recommendation of Capability and state that G. Steere, W. Steere, Reichert, Henry and Forgue properties in the Historic District must get a Certificate of Appropriateness so that properties cohesively blend together in the district. K. Scott explained another change proposed is the demolition criteria which revives and provides a clearer process for the applicant and the commission. K. Scott explained the change proposed to Chapter A423, HDC Rules & Regulations are to bring consistency to changes proposed in the Zoning Ordinance.

K. Scott stated there will be new applications for ease of use. Councilor Henry questioned the moving of a historic structure. K. Scott stated that would go before the commission.

Discussion:

Councilor G. Steere stated after explanation, if Council is ready a Public Hearing needs to be set. Councilor G. Steere stated the 1st reading documents go to Public Hearing as is and if any amendments are proposed they can be considered at Public Hearing.

Councilor G. Steere stated the Council needs to set a date for the public hearing

MOTION was made by Councilor Forgue to SET a Public Hearing date of April 2, 2020 for the consideration of Amendments to the Code of Ordinance, Chapter A423, HDC Rules & Regulations & Chapter 350, Article IX. Historic District Zoning; seconded by Councilor Henry

Discussion: none

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

MOTION PASSED

F. Authorization of Signature

1. Rhode Island Pollution Discharge Elimination System (RIPDES) program Phase II Storm Water Annual Report general permit for Storm Water discharges - Discussion and/or Action

Councilor G. Steere stated this is the annual report for January 2019 to December 2019 for the RIPDES report as prepared by Karen Scott.

K. Scott stated this report has been advertised and the public comment period ends on February 28, 2020.

K. Scott explained that this stems from a federal law regarding permitting to discharge storm water. K. Scott stated Gloucester falls under the states' permit. K. Scott stated to satisfy there requirements we have to report our efforts with storm water.

MOTION was made by Councilor Henry to authorize the Town Council President to sign the RIPDES Small MS4 Annual Report for January 2019- to December 2019 for RIPDES PERMIT #RIR0400 - 0038; seconded by Councilor Reichert

Discussion: none

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

MOTION PASSED

2. Letter of Support Re: Gloucester Scarecrow Festival - Discussion and/or Action

Councilor G. Steere stated that Council has received a request from Mark Rechter for a letter of support regarding the Gloucester Scarecrow Festival. Councilor G. Steere further explained this letter will be attached to a possible Rhode Island State Council of the Arts grant application for event funds, per Mr. Rechter.

MOTION was made by Councilor Forgue to AUTHORIZE the Town Council President to sign a letter of support regarding the Gloucester Scarecrow Festival to be submitted to the Rhode Island State Council of the Arts for possible grant funding; seconded by

Councilor Henry

Discussion: Councilor Henry referenced other events the Recreation Director is planning for that time.

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

MOTION PASSED

G. Authorization of Expenditure

1. Repairs and/or rehabilitation of “Betty” the Elephant (Potato Head Statue)-
Discussion and/or Action

Councilor G. Steere stated the Town Clerk and Beth DeCorte have worked to get prices to repair the potato head elephant which is typically housed behind the town hall. Councilor G. Steere stated at this point we have a price of \$4,200 to repair and get a few more years out of it and \$8,600 to re-fiberglass and get many years out of it.

Discussion: Council discussed the statue with G. Treml. Discussion followed on the history of the “elephant” and possible organizations that do repairs and possible funding sources for the repairs. Councilor Henry questioned whether this item is in the budget and suggested it be forwarded to the Budget Board. Councilor Henry offered to contact the Vice President of Hasbro.

MOTION was made by Councilor W. Steere to TABLE the Authorization of Expenditures, Repair and/or rehabilitation of Betty the Elephant and AUTHORIZE Councilor Henry to reach out to Hasbro to determine opportunities for assistance; seconded by Councilor Forgue

Discussion: none

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

MOTION PASSED

VIII. Town Council Correspondence/ Discussion

1. Lauren Niedel - Request for support of Connecticut Governors’ stand on power plant in Killingly. No action at this time.
2. Request for support from the Smithfield School Dept. and School Committee for their Resolution naming February 24 - 28th as Public School Week. No action.
3. D.E.M. project priority list for FY 2021 for water pollution abatement problems. No action.
4. Complaint from resident regarding Transfer Station - Refer to G. Treml.

IX. Department Head Reports/Discussion

none

X. Bds. and Commissions Reports/ Discussion

none

XI. Open Forum

Councilor Forgue noted that on the local news there was a story about students at Gloucester Elementary School being taught CPR. Councilor Forgue congratulated the teachers for this program.

XII. MOTION was made by Councilor Forgue to Convene to Executive Session Pursuant to: R.I.G.L. 42-46-5 (a)(1) Personnel - Discussion of job performance and/or character- Discussion and/or Action; seconded by Councilor Reichert

Discussion: none

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

MOTION PASSED

XIII. Reconvene Open Session

For the record, one vote was taken in Executive Session.

MOTION was made by Councilor W. Steere to SEAL the minutes of Closed Executive Session pursuant to R.I.G.L. 42-46-7.c; seconded by Councilor Reichert

Discussion: none

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

MOTION PASSED

XIV. MOTION was made by Councilor W. Steere to Adjourn at 1:04 a.m. seconded by Councilor Reichert

Discussion:none

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

MOTION PASSED