

At a meeting of the Town Council holden in and for the Town of Gloucester on September 5, 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; Tim Kane, Town Solicitor; Susan Harris, Deputy Town Clerk; Joseph DelPrete, Chief of Police; Diane Brennan, Finance Director; Ken Johnson, Building/Zoning Official; Karen Scott, Town Planner; and Bob Shields, Recreation Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Open Forum - For Agenda Items

None.

V. Public Hearing

A. Gloucester Code of Ordinance

1. Proposed Amendment - Discussion and/or Action
  - a. Repeal: Chapter 190, Hawkers & Peddlers
  - b. Adopt: New Chapter 175, Entertainment - Special Events
  - c. Adopt: New Chapter 191, Temporary or Itinerant Vendors
  - d. Amend: Chapter 368, Fee Schedule

Councilor G. Steere stated that a First Reading was held on August 15, 2019 and this public hearing was advertised in the Valley/Breeze Observer.

Councilor G. Steere DECLARED the Public Hearing OPEN.

Jean Fecteau, Town Clerk, stated that several changes have been made to the proposed ordinance amendments since the First Reading last month. J. Fecteau stated that there was an error in Chapter 191, Temporary or Itinerant Vendor. J. Fecteau stated that the application process was supposed to be separated; by law we can only ask the food trucks to fill out the name of their business, their mailing address, and provide us with their State certificate for Mobile Food Establishments. J. Fecteau noted that the other requirements, such as pictures for their badge and a Permit to Make Sales, would only apply to Hawkers and Peddlers. J. Fecteau stated that there are two (2) other references, 191-4 and 191-8, that she changed to say only for Hawkers and Peddlers. J. Fecteau noted that the food trucks have already proven themselves through the State of Rhode Island.

J. Fecteau stated that it has always been our practice to waive fees for non-profits, but it is not in writing. J. Fecteau stated that she discussed this with Councilor Henry and has added a sentence to the new Entertainment - Special Event Ordinance regarding the waiving of license fees for non-profit town groups holding special events for town-wide participation. Councilor Henry stated that this was prompted by the Halloween event sponsored by the GBA for the benefit of the community.

Councilor G. Steere asked what is the fee for a Special Event. J. Fecteau replied \$50.00 but noted that she has never charged non-profit organizations. J. Fecteau stated that this would put in writing that it would be the Council's determination.

Discussion: Councilor G. Steere asked if anyone from the public wished to speak regarding the proposed amendments. Hearing none, Councilor G. Steere DECLARED the Public Hearing CLOSED.

Councilor Henry asked if a motion is necessary to make these changes. J. Fecteau replied that the motion is worded "as amended".

MOTION was made by Councilor Fogue to AMEND the Gloucester Code of Ordinance as follows: Repeal Chapter 190, Hawkers & Peddlers; Adopt New Chapter 175, Entertainment - Special Events; Adopt New Chapter 191, Temporary or Itinerant Vendors as amended; and Amend Chapter 368, Fee Schedule; these ordinance amendments shall be effective January 1, 2020; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

#### VI. Consent Items - Discussion and/or Action

##### A. Approval of Town Council regular meeting minutes of August 15, 2019

MOTION was made by Councilor W. Steere to APPROVE the Town Council regular meeting minutes of August 15, 2019; seconded by Councilor Fogue.

Discussion: None.

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

MOTION PASSED

#### VII. Unfinished Business

##### A. Boards & Commissions

##### 1. Appointments - Discussion and/or Action

##### a. Budget Board

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

Councilor G. Steere stated that the Council has received Talent Bank applications for this position.

Councilor Henry stated that she personally called each applicant to thank them for their application and stated that there is one candidate that she would recommend.

MOTION was made by Councilor Henry to APPOINT Henry Haczynski to the Budget Board to fill the unexpired three year term to expire 1/2021; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

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

Discussion: Councilor G. Steere stated that the Clerk spoke with the Chair today and the Chair indicated that any of the alternates would be good in this spot. Councilor G. Steere stated that currently the Alternates are Alternate #1 Kathy Sorensen and Alternate #2 Melissa Trunzo. Councilor G. Steere stated that he spoke to the chair who recommended Melissa Trunzo because she is currently the secretary and is doing a good job, and the other Alternate is in agreement.

MOTION was made by Councilor W. Steere to APPOINT Melissa Trunzo to the Parade Committee, Position #2; seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

- B. Request for Financial Support - Gloucester historical cemetery clean ups - Discussion and/or Action
  - 1. Expenditure from Town Council Contingency Account

Councilor G. Steere stated that Bill Brown is working with the Heritage Society to clean up historical cemeteries in town, starting with those where veterans are buried. Mr. Brown was present to explain the request for funding assistance.

Discussion: Bill Brown stated that there are 140 cemeteries that need to be cleaned up but two (2) of them are too large for his volunteers and himself to take care of. B. Brown noted that 36 of them are for veterans and those are the ones they are targeting first. B. Brown stated that he obtained two (2) estimates and he has chosen Northern Landscape who is ready to go. B. Brown stated that he reached out to the Governor's office regarding financial assistance and is waiting to hear back from Senator de la Cruz concerning a \$5,000 grant for the cleanup of these cemeteries.

B. Brown noted that he and his volunteers have already done 22 of the 36 cemeteries where veterans are buried, but he would like to get these two (2) cemeteries cleaned up as soon as possible because there are eight (8) veterans buried there. B. Brown distributed a map to the Council members indicating all the cemeteries he is trying to take care of.

Councilor Henry asked if these cemeteries, #133 and #134, are on private property or public property. B. Brown replied private property, as far as he knows, located on Victory Highway across from Glad Tidings Church. B. Brown noted that everybody is working hard and asked the Town for some help with these two (2) particular cemeteries so they can keep doing what they are doing with the smaller ones.

Councilor Fogue stated that the estimate from Northern Landscape is \$4,200. Councilor G. Steere asked if most of these cemeteries are on private property. B. Brown replied that some are and some are not, and some are in question. B. Brown noted that most of the property owners are very open to the volunteers going in and doing what they have to do. B. Brown further stated that 31 of the cemeteries are maintained by the property owners, including flagging the veterans that are in them, but there are many others that are in horrible condition.

Councilor Henry stated that she applauds the effort, however we are just getting into the new budget and she feels it is early in the current budget to hit the Contingency Fund for \$4,150. Councilor Henry noted that the Budget Board will be meeting in January and she recommended that B. Brown go before them to get everything they need as a line item or one-time expense. Councilor Henry commented that they are doing great work, but she would like to go through a different process. B. Brown replied that his hope was to put these two (2) cemeteries to rest by the end of this year.

Councilor Fogue stated that the volunteers are doing wonderful work and agreed with B. Brown that this is something that needs to get done now. Councilor Fogue recommended that we do it because we are very fortunate to have folks volunteering their time and the money is the most inexpensive part of this procedure. Councilor Fogue stated that the time and effort put in should be rewarded and not discouraged in any way. Councilor Fogue stated that he understands Councilor Henry's point, but as a veteran, he will do whatever he can to protect those who protect us.

Councilor G. Steere asked B. Brown if he has a grant to pay for any of this. B. Brown replied that at this time, he only has a few hundred dollars left from the initial grant he obtained through Rep. Chippendale. B. Brown noted that once the cemeteries are cleaned, he is hoping the property owners will take over and "adopt" them as their own and keep them maintained. B. Brown stated that many of them are jumping on board.

Councilor Henry asked if Northern Landscape can get the work done this Fall before the snow. B. Brown replied in the affirmative.

Councilor W. Steere expressed his point of view that what they are doing is admirable, but as Councilor Henry pointed out, we are early in the year and have a limited amount of money that we can use. Councilor W. Steere stated that he can also see Councilor Fogue's point that something should be done and asked if \$1,000 would help get one of the cemeteries done.

Councilor Henry asked how much is in the Contingency Fund. Jean Fecteau, Town Clerk, replied that there is \$7,275 in the account at this time. Councilor Henry noted that this has to take us through

the whole year. Diane Brennan, Finance Director, spoke but was not at the microphone.

Tim Kane, Town Solicitor, explained that this item was not budgeted and the Council has a limited Contingency Fund which started July 1<sup>st</sup> and has to stretch until June 30, 2020.

Councilor Forgue suggested that we pay for one (1) of the cemeteries.

Councilor G. Steere echoed that it is great work that they all are doing but agreed that it is early in the year and we have to go to June with about \$7,000 in the Contingency Fund. Councilor G. Steere stated his opinion that we should choose one (1) cemetery, even if it is the smaller one. Councilor G. Steere noted that the little money the volunteers have left is needed for gas and oil for the chain saws.

Councilor Henry highly encouraged B. Brown to get on the agenda with the Budget Board in January for the following year.

Councilor G. Steere stated that these two (2) cemeteries are on land owned by the widow of his first cousin and asked T. Kane if can vote on this. T. Kane recommended that Councilor G. Steere recuse from the vote because someone could argue that there is a financial benefit.

Councilor W. Steere asked if we would be liable in the event that somebody gets hurt. T. Kane replied in the negative because the cemeteries are on private property. Councilor W. Steere asked B. Brown if he has contacted the land owners. B. Brown replied in the negative. T. Kane noted that many of these cemeteries have deeded rights-of-way to allow access, but it is a gray area. T. Kane further stated that this is grant money and these are not employees of the Town, they are volunteers, therefore he does not see an issue with liability.

Councilor W. Steere asked if B. Brown will get permission from the property owners for Northern Landscape to go onto their property. B. Brown replied that they never go onto properties without asking permission.

Councilor W. Steere stated that he is third cousin to the property owner and asked T. Kane if he should also recuse. T. Kane replied in the negative.

Jean Fecteau, Town Clerk, stated that at the last meeting the Council indicated that they would like a final report regarding how the funds were used. J. Fecteau stated that she included this in the potential motion.

There was discussion concerning to whom the check should be written. T. Kane stated that this is a financial contribution to the Friends of Gloucester Cemeteries, which is a sub-group of the Gloucester Heritage Society.

MOTION was made by Councilor Forgue to contribute \$1,250 towards the clean up of historical cemeteries in Gloucester, said funds to be distributed to the Gloucester Heritage Society, with a report

to follow on the use of funds when work is completed; seconded by Councilor Reichert.

Discussion: None.

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

#### VIII. New Business

##### A. Senior Center Transportation- Discussion and/or Action

Councilor Forgue stated that there was discussion at the department head meeting regarding public transportation; handicapped van vs. non-handicapped van, what it would cost for a driver, etc. Councilor Forgue suggested that we talk to Lyft or Uber and make a contribution for people who need to get back and forth to the Senior Center. Councilor Forgue stated that this would take the town totally off the hook with regard to liability. Councilor Forgue stated that he is in favor of getting folks around who cannot do so because they have no transportation. Councilor Forgue stated that the Senior Center Director was going to check with other towns regarding transportation.

Melissa Bouvier, Senior Center Director, stated that she called Smithfield, Woonsocket and Scituate but has only heard back from Woonsocket. M. Bouvier stated that Woonsocket has adult day care and they have somebody there to take calls to arrange for the trips. M. Bouvier stated that she attended a meeting with Burrillville, who works directly with Age Friendly Rhode Island. M. Bouvier stated that they are looking to incorporate a volunteer-based program and have sent a poll to the residents at the senior housing, which asks who needs transportation and if anybody is willing to provide transportation. M. Bouvier further stated that Burrillville is working with Providence Village which would be the call center that matches the senior with the driver. M. Bouvier stated that she will continue to be involved in their meetings so she can see which direction it goes.

Councilor Henry stated that this sounds like a great way to do it. Councilor Forgue agreed. M. Bouvier stated that part of Age Friendly Rhode Island is that seniors like to have purpose so volunteering is good for our aging population. Councilor Henry referred to her parents in Michigan, who relied on senior volunteers for transportation. Councilor Forgue stated that it is a great idea, but he likes to have a backup plan because once people get used to something, if you stop it you have a big problem. Councilor Forgue stated the benefit of Uber is that you're not tying up the van for several hours as with a doctor's appointment. Councilor Henry stated that we know Uber is available, but some of the seniors may not be savvy enough to use it. Councilor Forgue stated that maybe if we spoke to somebody at Uber or Lyft, we may be able to get a better rate. Councilor Henry commented that it doesn't have to be free; the seniors may be willing to contribute to the cost.

Councilor G. Steere asked if this is just to give people rides to the Senior Center or are we looking

at something more broad-based to supplement what the Director of Human Services already provides with the van. Councilor G. Steere stated that he has discussed with the Director of Human Services the possibility of picking one or two days a month, when the van is not busy, to transport people to and from the Senior Center. Councilor G. Steere further stated that there are school bus companies in town that have wheelchair equipped vans that may be an inexpensive alternative.

Councilor W. Steere stated that there are a lot of good things about these proposals, but volunteers are not always available and the complaints will come to the Council. Councilor W. Steere stated that we once had a bus service, but it was totally volunteer and eventually was discontinued for several reasons. Councilor W. Steere stated that he is in favor of finding a way to do this, but all of these suggestions will incur a cost. Councilor W. Steere stated that we need to look at all aspects of it.

M. Bouvier stated that we are not ready for an answer tonight. M. Bouvier stated that a representative of the RIPTA Flex Bus was present at the Burrillville meeting and they are looking to provide transportation for the residents of Burrillville senior housing to the Senior Center. M. Bouvier stated that this would be a problem because we are not even providing that to our own residents. M. Bouvier stated that they are now looking at incorporating our two senior housings into their route for the Flex Bus.

Councilor Forgue noted that we are in the beginning stages of this and he offered his assistance to M. Bouvier. Councilor Forgue stated that we have a responsibility to our seniors and we should do everything we can to get them out of their homes and into an environment that gives them something to do.

Councilor G. Steere referred to the form from Burrillville and asked if Age Friendly Rhode Island and/or Providence Village would be dispatching these volunteers. M. Bouvier replied that Providence Village is planning on doing that for Burrillville but they are going to evaluate how big it got and if they can continue to provide the service.

Councilor Forgue stated that if you add the costs of a van, insurance, fuel, driver, etc., this is a monster of an issue. Councilor Forgue stated that if there is a way to work out a better deal with the private sector, why not investigate it.

Councilor G. Steere asked if there is a huge need. M. Bouvier replied that there is a need, but she does not know how huge it is. M. Bouvier stated that there are people who have been active but have lost their license and are struggling to get rides. Councilor Forgue stated that we could poll the seniors in Town. M. Bouvier pointed out that we only have a list of the members, but not those that are at home and are not necessarily a member. Karen Scott, Town Planner, suggested that the tax exemption forms that are sent each year to seniors could include survey questions.

Councilor Forgue stated that we have a couple of things we can start with and he will call a couple of companies to see what they would charge. Councilor G. Steere suggested that M. Bouvier attend another meeting in Burrillville with the Age Friendly group to see if they would consider including

Glocester in the program.

B. 2019/2020 Budget Clarification  
Recreation salary item - Discussion and/or Action

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

To: The Honorable Town Council Members  
From: Diane L. Brennan, Finance, H/R Director  
Memo: Salary Clarification  
Date: August 29, 2019

This memo is to clarify a salary amount that was provided in the budget. The Budget passed by the voters for 2020 has a salary number for the Recreation Director that was based on an incorrect amount. The number that was carried forward had included wages for both the current and former director. I am informing the council of the details and am prepared to pay the Recreation Director the listed salary as passed by the voters. The number in the budget was represented to the council and the public as the actual salary to be paid to the director  
(End of memo)

Discussion: None.

MOTION was made by Councilor Reichert to AUTHORIZE the Finance Director to adjust the Recreation Director's salary to reflect the amount adopted in the 2019-2020 budget for line item: Recreation Director Salary Part Time; seconded by Councilor Forgeue.

Discussion: None.

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

MOTION PASSED

C. Personnel

1. Dept. of Public Works

a. Discussion and/or Action to begin process to fill vacancy in staff

Discussion: None.

MOTION was made by Councilor Reichert to AUTHORIZE the Personnel Director to begin the process to fill the position of Public Works, Building & Facilities Supervisor; seconded by Councilor Forgeue.

Discussion: None.

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

MOTION PASSED

2. Human Resources Administrator

Councilor G. Steere stated that the procedure for filling dept. head positions states that Council will appoint staff to review initial applications. Councilor G. Steere noted that currently we have Diane Brennan, Jean Fecteau and Councilor Henry in place to review applications and conduct the first round of interviews. Councilor G. Steere further stated that after that process, the Council will conduct second round interviews, the number of applicants sent forward to Council is to be determined by Council, per policy, under item b. on the agenda.

Councilor Henry clarified that she has worked on this up to this point, but she thought she was going to pass over the interviewing process to Councilor Forgue, since he is the liaison to Personnel. Jean Fecteau, Town Clerk, stated that Councilor Forgue had said that he didn't mind if Councilor Henry did it because she wrote the job description. Councilor Forgue concurred, stating that Councilor Henry worked on it so he will "pass the baton" to her.

a. Initial interview staff - Additional members (per adopted process) - Discussion and/or Action

Councilor G. Steere stated that the Clerk has asked that Council add Tax Collector, Jane Steere, to the staff to conduct interviews. Councilor G. Steere explained that Jean has stated that she has interviewed candidates for positions with Jane many times and feels her assistance would be valuable in the overall process.

MOTION was made by Councilor Reichert to ADD Jane Steere, Tax Collector, to the interview staff appointed to review applications, conduct first round interviews, and recommend to Council qualified candidates for the position of Human Resources Administrator; seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

b. Determine number of qualified candidates for second interviews (per adopted process) - Discussion and/or Action

Councilor G. Steere stated that per the process adopted, Council must determine the number of qualified candidates they would like for second round interviews. Councilor G. Steere noted that number could be changed with a recommendation from staff if there is more or less candidates thought to be qualified.

MOTION was made by Councilor Reichert to REQUEST staff assigned to conduct first round interviews for the position of Human Resources Administrator to forward three (3) candidates to Council for second round interviews. Said number to be adjusted by recommendation of staff if needed, seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

c. Compensation/benefit packet - Discussion and/or Action

Councilor G. Steere stated that to begin dialogue with potential candidates, some guidelines for compensation would need to be set by Council.

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

To: Honorable Town Council Members  
From: Diane L. Brennan, Director of Finance  
Memo: Update on Human Resources  
Date: September 5, 2019

The advertisement for the Human Resource position/firm has been placed on Ziprecruiter and online at the Gloucester Town site. To date, nineteen applications have been received through ZipRecruiter, four applications have been submitted online, and one resume has been brought to the Finance Office.

The budget for the year includes an appropriation for the Human Resource function. In the near future, the committee will begin the process of evaluating the candidates. The compensation amount for an agency or individual is often one of the first questions of an applicant seeking a job.

I am recommending the council consider an estimated hourly wage to meet the needs of the task. The initial estimated time is to be 10-15 hours a week.

The hourly range to meet the budget would be \$25 to \$38. This amount will be used in discussion with interested parties brought in to conduct the first phase of the interviews.

The process continues to receive applications until September 20, 2019. Interviews will be started the next week and continue as needed. It is expected to return to council with the results some time in October for the next stage in hiring a Human Resource person/firm  
(end of memo)

Discussion: Councilor G. Steere stated that it could be an individual, self-employed, a firm or a part-time Town employee. Councilor W. Steere stated that D. Brennan is saying up to 15 hours a week and we have a budget number. Councilor Henry stated that the range is within the \$30,000 that is budgeted, including benefits. Councilor G. Steere pointed out that this would be part-time with no benefits. Councilor Henry stated that we are well within the range at \$38.00 per hour. Councilor Reichert stated that it comes up to 789 working hours. Councilor Henry stated that it calculates to \$29,900.

D. Brennan, Finance Director, stated that we are at a work in progress and are trying to get some kind of range. D. Brennan stated that if we have an individual, it would be an hourly rate, but a firm would be a salary. D. Brennan noted that with a part-time employee, we would be responsible for FICA and Social Security. D. Brennan stated that we have 23 applicants and have to have a “ballpark” figure to talk about. D. Brennan stated that she didn’t want to do that without the Council’s input or knowledge.

Councilor G. Steere stated that the initial estimated time would be 10 to 15 hours per week, but that may only be for two (2) or three (3) months, after which it might be two (2) days a month. D. Brennan stated that will come about when it comes time to interview individuals.

MOTION was made by Councilor Forgue to set a compensation range of \$25 to \$38 per hour; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

D. Police Station renovations/replacement analysis (to include possible amendment of scope) - Discussion and/or Action

Discussion: Councilor G. Steere stated that we did an RFP for an analysis of where we would be with the Police Station in 20 or 30 years, and if it is feasible to add on to the existing building. Councilor G. Steere noted that there is not a lot of square footage of land at the Police Station. Councilor G. Steere stated that the proposals we received were in the \$35,000 to \$40,000 range, which included more in the scope than we were looking for, so the Council rejected them all.

Councilor Forgue asked if we will clarify what we want and ask them to resubmit. Councilor G. Steere stated that we need to whittle it down to exactly what we need. Councilor G. Steere stated that the Chief could provide us with much of the information we are looking for. Councilor G. Steere commented that, other than School Resource Officers, he can’t see an expansion of the Police force by four (4) or five (5) officers. Councilor Henry supported that comment by stating that our land mass will never increase and there are only so many buildable lots. Councilor Henry stated that, before we spend \$35,000 or \$40,000 for a report, we can “put our heads together” to determine what we need. Councilor Henry stated that we should be able to do this work without spending this kind of money. Councilor G. Steere agreed, but stated that it wouldn’t hurt to get someone to do just what we need.

Councilor Forgue stated that we built the Police Station 30 years ago, and thought it would be totally adequate, but it is not. Councilor Henry rebutted by saying that in Councilor Forgue’s opinion, the Police Station is .... Councilor Forgue stated that this is not true. Councilor Forgue stated that if we are going to spend a million or two million on the Police Station, before we spend that kind of money, we should have a company come in and do an analysis to be sure that it will be

adequate in 20 or 30 years. Councilor Henry apologized and stated that she thought his opinion was that the building is already obsolete. Councilor Forgue stated that it is obsolete. Councilor Henry stated that it needs repair, just like when you have a 50 year old house. Councilor Forgue stated that the septic system is failing, the building is too small and the driveway is deteriorating. Councilor G. Steere stated his opinion that it is not obsolete but we have outgrown it.

Councilor W. Steere stated that we voted to go through this process to determine if the site will support what we would do for the foreseeable future and if not, we would search for another option. Councilor W. Steere stated that we charged a group of people to do that, they did what was asked and we got those quotes, however the quotes were not within the scope we were asking for. Councilor W. Steere stated that at the last meeting, it was decided that this group will go forward and continue but from what he understands, a vote was taken (Bd of Contracts and Purchases) to wait until there was a discussion regarding the possibility of getting more land. Councilor W. Steere stated that he does not know what is going on, but the Council asked for one thing to happen, and we're not there and we need to get back on track. Councilor W. Steere stated that the Council was clear at the last meeting. Councilor W. Steere further stated that in 30 years, we probably will need more officers, because our population will increase substantially. Councilor W. Steere noted that Smithfield is pretty built out and people will come to Gloucester next. Councilor W. Steere stated that we need to continue on the course we were and allow that committee to get an analysis of that site to say whether or not it will support what we need. Councilor G. Steere agreed, as long as it is pared down to what we want so the price is within our range.

Councilor Forgue stated that he would feel bad in five (5) or six (6) years if we spent a million and a half dollars on a police station that we have outgrown. Councilor Forgue commented that it doesn't make sense to throw good money after bad. Councilor Forgue stated his opinion that this is a good thing to do and it needs to be done. Councilor Forgue stated that it would be an inexpensive exercise that would assure us that we are doing the right thing. Councilor G. Steere stated that he is in favor but he doesn't want to spend \$30,000 or \$40,000. Councilor Forgue stated that nobody did; the report came in and was overkill.

J. Fecteau stated that the scope that we gave them was for each phase to be broken down but they didn't do that. J. Fecteau stated that she recommended to the board that we go forward and ask them to break it down the way we asked them to. J. Fecteau stated that she was not present at the meeting and she does not know why the motion was made to postpone everything. J. Fecteau stated that if she had been there, that motion would not have passed.

Councilor G. Steere stated that he does not know what happened at that meeting, but there was a meeting with the owners of the trailer park to discuss the possibility of acquiring land behind the Police Station. Councilor G. Steere stated that it was a positive reaction from them other than it would displace two (2) residents.

Councilor W. Steere again asked why did we stop, stating that the Council was very clear that we were going to continue moving forward. Councilor W. Steere expressed his frustration because this keeps coming up. Councilor W. Steere stated that we have some time-sensitive issues at the Police

Station and have already spent \$150,000 on the heating system. Councilor W. Steere stated that we need to move forward on this analysis to make sure we are ready, whether we stay there or go somewhere else.

Tim Kane, Town Solicitor, stated that the Council should revise the scope and be careful with competitive negotiations. T. Kane stated that the selection process has changed for architects and engineers with regard to requests for qualifications. T. Kane stated that they can move forward and he can help with the process of reducing the scope and asking three (3) to five (5) firms for prices. T. Kane commented that there is a lot of uncertainty as to what cities and towns can do based on the change in State Law for architectural and engineering services.

J. Fecteau stated that the Town Council approved the scope and suggested that they read it again and make recommendations. Councilor G. Steere stated that the replies we received were way over what the scope was. Councilor Forgue stated that the process that we are looking for has not changed. T. Kane stated his opinion that we won't get anybody to do this for less than \$20,000. J. Fecteau stated that we asked them to phase it out and tell us the cost each step of the way, but they did not do that and she does not understand why we are starting over again.

Councilor W. Steere stated that he thought at the last meeting we hashed everything out; we can't keep coming back each meeting with a different idea.

Karen Scott, Town Planner, stated that she got involved late in the game, but she wants to try to help get in the right direction. K. Scott stated that we put out a needs assessment and asked them to look at it and tell us if it is better to invest in this site or look off-site. K. Scott stated that it sounds easy but a lot of analysis goes into it. K. Scott stated that it was discussed whether we really just want to know if the current site can support an addition, and if there is the possibility of more land, we should add that in.

Councilor Forgue asked who makes the decision regarding what we will need for the next 20 years. K. Scott stated that there was an addendum to the RFP that the Police Department had done that looked at State Laws that have been passed regarding requirements that are beyond what they were 30 years ago when the Police Station was built.

Joseph DelPrete, Chief of Police, stated that this predated all of the problems that have come up at the Police Station; the septic, drainage problems, sinkholes in the driveway, etc. Chief DelPrete stated that they need more space for the future. Chief DelPrete noted that he has 35 years of records upstairs in the garage that he has to maintain.

J. Fecteau stated that the Councilors' question is why she hasn't gone forward with a new scope, but she stated that this is the first she has heard about the land possibility. J. Fecteau stated that the process was stopped by a committee when she wasn't there and nobody ever said anything to her regarding the land. J. Fecteau asked what is the size of the parcel. Chief DelPrete replied that approximately 10,000 sq. ft. could be available.

T. Kane stated that to finish the process, firms will be chosen and given a revised scope. Councilor G. Steere stated that it has to be part of the equation that the land is an option. J. Fecteau stated that there may not be a way to whittle down the scope enough, now that we are adding another piece, the possibility of land.

Councilor Forgue stated for the record that no matter what the Council decides to do, he feels that there should be a study done to be sure that the building we are in now will work 25 years from now. Councilor Forgue further stated that it is important that we do that because the building needs a lot of work and he does not want to, six (6) or seven (7) years from now, be saying we should have done this or that. J. Fecteau stated that, as a taxpayer, she appreciates that state of mind.

Chief DelPrete clarified that we will be putting \$500,000 to \$600,000 into correcting the deficiencies before we even think about putting on an addition at a million dollars. Chief DelPrete commented that we are already sinking a lot of money into it. Councilor Forgue stated that his fear is that 20 years from now, after we've sunk all this money in, we will be told we will have to sink more and we can't because we are out of room. Councilor Forgue stated that he would put up \$35,000 to save 2 million any day of the week. Councilor G. Steere disagreed that we would have to spend that much to get the information we need.

Chief DelPrete stated that this is not an easy decision regarding what to do down the road. Chief DelPrete stated that we could leave it as is, but we will definitely have problems. Councilor Forgue stated that he does not want to hear this six (6) or seven (7) years from now, after we've spent two million dollars.

J. Fecteau stated that we can whittle down the scope but it will still cost \$25,000 and asked the Council if they are prepared to pay that. Councilor Forgue stated that price equals cost and cost equal price. Councilor Forgue stated that the best thing would be to get a price and then make a decision if we want to go forward; at least it would be on record that we tried to do something.

T. Kane stated that we want a feasibility study based on the department's needs assessment, and asked if we want to tell them what is currently underway regarding septic and things we are committed to. Councilor G. Steere replied in the affirmative. T. Kane stated that they should also know that there is a possibility of acquiring 10,000 of land. Councilor G. Steere stated that what we don't need is a design for a new station at a cost of \$25,000.

K. Scott spoke regarding population, stating that we only average 18 building permits per year for new units. Chief DelPrete stated that the rule of thumb is for every thousand residents, it is two (2) police officers. Chief DelPrete noted that we are a safe town and are not densely populated.

Councilor Forgue stated that he looks at where we were 10 years ago, when you never heard about people going into schools or malls and shooting people. Councilor Forgue stated that we are in a different world and the demands for the Police Department will be much greater because it's not getting better. Chief DelPrete stated that his training budget went through the roof last year due to mandated training.

K. Scott stated that she will take the needs assessment for the Police Department, list the deficiencies we know we have and the ones we are investing in right now, we have the possibility of getting additional land, take all this information and look at this building and tell us if it will support the additional space that we need to meet all those needs. K. Scott stated that we will then work with T. Kane to go out to three (3) to five (5) firms from the Master Price Agreement, not a formal RFP process, to get answers.

J. Fecteau stated that it wasn't just the size of the building, but the condition is also important. K. Scott concurred.

Councilor W. Steere stated that as a Council, we haven't been clear because at each meeting, we come up with different things.

Councilor Forgue stated that he remembers when the Police Station was under the library, adding that the population has not changed a lot, but the environment has.

E. School Resource Officer Program

1. Agreement between Town of Gloucester, Police Chief & Foster/Glocester Regional School District - Discussion and/or Action

Councilor G. Steere stated that the Police Chief has received an agreement between the Region (Supt. Barnes) and the Town of Gloucester through its Police Chief for the position of School Resource Officer. Councilor G. Steere stated that the Town Solicitor was asked to review the agreement before Council gives its approval.

Discussion: Tim Kane, Town Solicitor, stated that he has reviewed the agreement and has discussed it with Chief DelPrete. The Chief stated that it models a lot of the national school resource officer objectives.

MOTION was made by Councilor Reichert to APPROVE the agreements entitled: Agreement between the Gloucester Police Department and the Foster-Glocester Regional School District for the School Resource Officer Program. Said contract in effect from "last day of execution to until June 30, 2020, seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

Councilor Henry asked if we should be looking at additional School Resource Officers for the elementary schools.

F. Boards & Commissions - Discussion and/or Action

1. Juvenile Hearing Board

- a. One expired term Alternate #1 position for a one year term to expire 9/2020

Councilor G. Steere stated that this appointment is for the expired term of Alternate member Richard Travers, who has asked to be considered for reappointment.

MOTION was made by Councilor Reichert to RE-APPOINT Richard Travers to the position of Alternate #1 on the Juvenile Hearing Board for a one year term to expire 9/2020; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

- b. One expired term Position #2 for a three year term to expire 9/2022

Councilor G. Steere stated that this appointment is for the expired term of Kerri Lynn Desnoyers. Jean Fecteau, Town Clerk, stated that she heard from the chair, who indicated that Ms. Desnoyers wishes to be reappointed.

MOTION was made by Councilor W. Steere to RE-APPOINT Kerri Lynn Desnoyers to the Juvenile Hearing Board for a three year term to expire 9/2022; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

2. Historic District Commission

- a. One unexpired term Alternate #1 to expire 11/2019

Councilor G. Steere stated that this position became open upon the passing of member, Anthony J. DePetrillo. Councilor G. Steere stated that the Council may now appoint from the talent bank listing or wait for recommendation from the Chair of that board.

MOTION was made by Councilor W. Steere to TABLE the appointment to the Historic District Commission, Alternate #1 position; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

IX. Town Council Correspondence/ Discussion

- A. Councilor G. Steere stated that a notice was received from Island in the Sky Hydro regarding a permit they are trying to renew.
- B. Councilor G. Steere stated that correspondence was received from Energy Stream LLC for the same thing, trying to renew a permit in Putnam. Councilor G. Steere stated that we were notified as an abutting town.
- C. Councilor G. Steere stated that an invitation was received from FM Global to the dedication of their Electrical Hazards and Gas Detection Laboratory at the research campus on Reynolds Road. Several Council members stated that they will attend. Councilor W. Steere asked Tim Kane, Town Solicitor, if that would constitute a quorum. T. Kane replied in the negative, stating that they would not be discussing Town business.
- D. Councilor G. Steere stated that correspondence was received from the RI Chapter of the Alzheimer's Association regarding a series of regional meetings across the State. Councilor G. Steere stated that a meeting will be held on September 18<sup>th</sup> at the Smithfield Senior Center. Councilor G. Steere stated that he met with the Lt. Governor, at his request, who wishes to speak at the Senior Center regarding Alzheimer's.

X. Department Head Reports/Discussion

None.

XI. Bds. and Commissions Reports/ Discussion

None.

XII. Open Forum

- A. Marie Sweet, of Chestnut Hill Road, spoke regarding Heritage Park on Chestnut Oak Road, stating that there are numerous downed trees throughout the property. M. Sweet showed photographs to the Council members. M. Sweet stated that this is a safety concern because if somebody got injured or had a heart attack and called 911, there is no access for emergency vehicles. M. Sweet stated that the whole outer trail has blockages on it.

Councilor Henry stated that she walks that park at least three (3) times a week and concurred that there is a huge tree about 100 yards in that blocks the way. Councilor Henry stated that over the past few years it has gotten really bad. Councilor Henry stated that this park falls under Public Works. Councilor Henry stated that M. Sweet's point is well taken.

M. Sweet stated that before this meeting, she went to the Conservation Commission meeting and they are willing to do what they can, perhaps with the help of the Public

Works Department. M. Sweet noted that the inner trail is impassable. M. Sweet stated that nobody expects groomed trails, but would like something passable.

Councilor W. Steere stated that M. Sweet has brought up some good points. Councilor W. Steere commented that we have some really nice properties in Town that are heavily used and our maintenance is not where it should be. Councilor W. Steere stated that going forward, we need a plan and as far as next year's budget, do we need to consider a maintenance division.

Councilor Henry commented that the population is more active, seniors are more active and want to be out in the environment. Councilor Henry stated that we are challenged with our parks and how we are maintaining them. Councilor Forgue asked who is supposed to take care of them. Councilor W. Steere replied that Heritage Park is a town-owned property and the others are Land Trust properties.

Councilor G. Steere stated that he attended the last Land Trust meeting because he had a couple of people who wanted to volunteer to clean up some of their trails using chain saws. Councilor G. Steere asked Tim Kane, Town Solicitor, if they could volunteer on this property. T. Kane replied that they would have to sign a waiver.

Bruce Payton stated that he is fed up with the way the Land Trust and Recreation Department are ignoring our natural heritage. B. Payton stated that he volunteered to the Land Trust, but they turned him down. B. Payton stated that he feels discriminated against. B. Payton stated that the Land Trust properties have not been maintained in 7 years and are in deplorable condition. B. Payton stated that they cut the fields at the wrong time, destroying valuable habitat, and they don't know what they are doing. B. Payton stated that the chairman of the Land Trust is good at paperwork, but not at stewardship. B. Payton stated that the chair ignored requests repeatedly and has not brought forward correspondence to his board. B. Payton noted that when he was chair, he even brought ads to the board. B. Payton spoke further about the poor condition of the properties.

Councilor Forgue agreed that the trails and paths at Phillips Farm are in brutal condition, stating that it is becoming what it was 7 years ago before it was cleared. Councilor Forgue stated that he heard it was because the Land Trust did not want certain vegetation to be chopped down, but it is now a jungle.

Councilor Henry stated that there was an organization called Friends of the Land Trust and her late husband used to donate his time to mow the fields. Councilor Henry stated that when you walk the properties, they are not what they used to be.

B. Payton stated that the Land Trust has spent money to maintain their equipment, but he does not know what has happened to all of the equipment. B. Payton stated that Steere Hill used to have thousands of monarch butterflies because of the great

crop of milkweed, but the Land Trust wiped it all out.

Councilor Henry stated that the Friends of the Land Trust was comprised of 25 volunteers, but they were discouraged by the Land Trust. Councilor Forgue asked who told them to stay away. B. Payton replied that it was the new chair who discouraged volunteers. Tim Kane stated that, for Open Meetings purposes, the Council cannot discuss somebody's job performance without notifying him.

Councilor W. Steere expressed concern that B. Payton's application was not addressed at a Land Trust meeting. Councilor W. Steere asked B. Payton if he received a reply. B. Payton stated that in April, he received a response stating that the application would be reviewed by the Land Trust at their next regularly scheduled meeting. B. Payton stated that he looked at the minutes and his application was never reviewed. B. Payton stated that he called members of the Land Trust and they said they were unaware of the application. B. Payton stated that he applied again and on June 14<sup>th</sup>, received an email from the chair stating that, due to a renovation project underway, he has put a moratorium on additional volunteers for the time being. B. Payton stated that a moratorium was not discussed at any of the Land Trust meetings; the chair had made this decision without the board's knowledge.

Jean Fecteau, Town Clerk, noted that the Land Trust is trying to schedule a joint meeting with the Town Council. T. Kane stated that "Volunteer Policy" could be included on the agenda. Councilor W. Steere stated that maintenance is another issue that needs to be addressed. T. Kane stated that the Council could address these issues at a workshop and invite the chair and the vice-chair to attend.

Bill Brown stated that he attended the Land Trust meeting in April and asked them if they would be willing to take care of the historical cemeteries that are on Land Trust property. B. Brown stated that Steve Mitchell, the chair, assured him that they would like to do that. B. Brown stated that he reached out to S. Mitchell a month ago, to see if they had a plan, and the response was that at this time, they had no manpower for that because they are working on the Hawkins Dam project. B. Brown stated that it sounds like there is a delinquency regarding the Land Trust and he just wanted to add his frustration. Councilor W. Steere wondered if an actual vote was taken by the Land Trust. B. Brown replied that he believes there was and they were all in favor.

Jean Fecteau stated that the Land Trust has suggested a joint workshop with the Town Council for the third week of October and has requested that somebody from Finance also attend. Councilor W. Steere recommended that the Council send a letter and ask for a meeting sooner than that, to address the Hawkins Pond, volunteer policies and procedures, and maintenance. Councilor G. Steere stated his opinion that Hawkins Pond would need a separate meeting. The other Councilors were in agreement.

XIII. MOTION was made by Councilor W. Steere to Convene to Executive Session Pursuant to R.I.G.L. 42-46-5 (a)(2) Collective Bargaining - Contract Negotiations, Discussion and/or Action, seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

XIV. Reconvene Open Session

MOTION was made by Councilor W. Steere to Seal the minutes of Closed Executive Session and Disclose that no votes were taken in Executive Session; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

XV. Adjourn

MOTION was made by Councilor Henry to ADJOURN at 11:44 p.m.; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED