

At a meeting of the Town Council holden in and for the Town of Gloucester on October 17, 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; William Bernstein, Assistant Town Solicitor; Susan Harris, Deputy Town Clerk; Joseph DelPrete, Chief of Police; Diane Brennan, Finance Director; Karen Scott, Town Planner; Jane Steere, Tax Collector; Lori DeSantis, Tax Assessor; and Gerald Mosca, EMA Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Open Forum - For Agenda Items

None.

V. Citations

A. Eagle Scouts: Liam Conner Garriepy- Discussion and/or Action

Councilor G. Steere stated that the Council has received notice that a member of Boy Scout Troop 44 is achieving the rank of Eagle Scout. Councilor W. Steere read into the record a Citation that has been prepared in honor of that distinction:

Be it hereby known to all that  
The Town of Gloucester  
hereby offers its sincerest congratulations to:

*Liam Conner Garriepy*

in recognition of  
achieving the highest ranking honor of  
Eagle Scout in the Boys Scouts of America

To achieve this honor, Liam work diligently and consistently for several years, has been a leader

of other young men and a follower of good examples set forth in Scouting. For his Eagle Project, Liam cleared a spot of land and constructed two tent platforms as well as a fire ring with a built in grill for cooking. This will allow hikers of the Gloucester Conservation Trails an area to camp safely and comfortably overnight.

The Town Council, Town Clerk and citizens of Gloucester are proud to honor  
*Eagle Scout Liam Conner Garriepy*  
of Boy Scout Troop 44 Gloucester, Rhode Island

Proposed this 17<sup>th</sup> day of October, 2019

George O. Steere, Jr.  
President, Gloucester Town Council

Jean M. Fecteau, CMC, Town Clerk

seconded by Councilor Forgue.

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

MOTION PASSED

Councilor G. Steere noted that Liam is not present tonight but the Council will get the Citation to him.

B. William Bernstein - MADD Award

Councilor G. Steere stated that our Assistant Town Solicitor was recently deemed the “2019 Solicitor of the Year” by Mothers Against Drunk Driving for his work towards their goals. Councilor G. Steere stated that the Council would like to present Bill with a Citation for this recognition, read into the record by Councilor W. Steere.

Be it hereby known to all that:  
The Town of Gloucester  
hereby offers its sincerest congratulations to:

*William Bernstein*

In recognition of

being named the 2019 Solicitor of the Year by  
“Mothers Against Drunk Driving” (MADD).

We thank you and recognize you for your tireless and unwavering support in advancing the mission of “Mothers Against Drunk Driving” and for your efforts in working with DUI cases.

The Town Council, Town Clerk and citizens of Gloucester are proud to honor  
*William Bernstein*

Proposed this 17<sup>th</sup> day of October, 2019

George O. Steere, Jr.  
President, Gloucester Town Council

Jean M. Fecteau, CMC, Town Clerk

seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

W. Bernstein stated that he would be remiss if he didn't recognize the men and women of the Gloucester Police Department and the dispatchers with whom he worked every day and noted that this is a team award.

VI. Consent Items - Discussion and/or Action

- A. Approval of Town Council Regular meeting minutes of October 3, 2019
- B. Tax Assessor's Additions & Abatements - September 2019
- C. Finance Director's Monthly Report - September 2019

MOTION was made by Councilor Reichert to APPROVE the Town Council Regular meeting minutes of October 3, 2019; to APPROVE the ABATEMENT to the 2019 Supplemental Tax Roll in the amount of \$394.49; and to ACCEPT the Finance Director's Monthly Report for September 2019; seconded by Councilor Forgue.

Discussion: Councilor Henry stated that she must abstain because she was not present at the last Council meeting.

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

MOTION PASSED

VII. Unfinished Business

- A. Consideration of reinstatement of mobile home park sites for RLM II, LLC, d/b/a Village on Chopmist Hill - Discussion and/or Action

Councilor G. Steere stated that the Planner and Building Official were looking for a new OWTS construction permit, which was received today, and all other pertinent information is in the Council's packets.

Discussion: Rick Meffert, of RLM, II, LLC, explained that he is here to reinstate the units to 87, which was the original number in 1983. R. Meffert stated that they were at a previous Council meeting where it was brought up that the OWTS needed to be addressed as well as the affordable housing situation. R. Meffert stated that they submitted a proposal to Karen Scott, Town Planner, which he felt would work for them and hopefully for the Town.

Councilor G. Steere stated that this is not an expansion, but just to reinstate what they had before there was a DEM issue regarding a deficient septic system, which has been addressed. R. Meffert stated that he is looking to expand to 105 units sometime in the future, but it is better for them to do this now while the regulations are favorable. Councilor G. Steere stated that the current system will not handle 87 units and asked if the new one would. R. Meffert replied in the affirmative and noted that as systems fail, on the current system, they will be switched over to the new one.

Kevin Kitson, manager of the mobile home park, stated that each unit has its own 1000 gal. tank so none of the effluents go into the new system, which could compromise the system itself. R. Meffert stated that the tanks have been replaced because they had become not water-tight due to the concrete construction. Councilor Reichert noted that K. Kitson has also been diligently replacing the oil tanks over the years. K. Kitson stated that the oil tanks have been replaced with double-walled tanks to prevent oil from infiltrating into the system.

Councilor G. Steere stated for the record that the system has been deemed to handle 87 mobile homes without specifying the number of bedrooms, so it won't matter whether they have two (2) or three (3) bedrooms. K. Kitson stated that this is correct.

Regarding the affordable housing issue, Councilor G. Steere stated that any project is required to have at least 10% as affordable. Councilor Reichert stated that he thought that eventually the whole mobile home park would be classified as affordable. Councilor W. Steere stated that testimony was given to try to get it statewide, but it did not happen. R. Meffert stated that it would be almost impossible to get somebody who owns a home in the park to deed restrict, but some of the new units coming in could be considered affordable. Councilor Henry commented that every unit helps us get to the 10% number, which is difficult for Gloucester. Councilor W. Steere noted that there are already several affordable units within the park due to the Western RI Home Repair Program. R. Meffert concurred and stated that there are five (5) such units.

K. Kitson stated that most of the tenants who move in are over 55, so there is no pressure on the school system. R. Meffert noted that the number of children is down from 127 to 22 since he bought the park in 2003.

Councilor G. Steere stated that he would love to see more than two (2) affordable, but he realizes that there is work that goes with it. K. Kitson stated that it also comes with expenses for fees. K. Kitson stated that the deed restriction may deter people from wanting to go to that site, but he is willing to see how it affects them going forward.

Councilor G. Steere stated that they are proposing a tax abatement to help with their effort, but he is not sure if we can do that. William Bernstein, Assistant Town Solicitor, stated that he will look into it further. After lengthy discussion regarding tax abatements, Councilor G. Steere stated his opinion that it would not be doable, but perhaps waiving permit fees would help. Councilor G. Steere stated that when an affordable house is built, they cut corners, and asked if a mobile home can be ordered to make the price lower. R. Meffert replied in the affirmative but stated that he does not see the advantage of doing so.

Councilor Forgue asked what would be the advantage for someone to buy one of these. K. Kitson replied that his mother is a prime example and has the first brand new double-wide unit in the park. K. Kitson stated that she loves it; it is all on one level with low maintenance. Councilor Forgue asked what is the average price for a home like this. K. Kitson replied \$140,000 to \$150,000 and a single-wide is around \$90,000 to \$95,000.

R. Meffert stated that when they bought the park, the conditions were bad, but they have made many improvements. K. Kitson commented that it was a lawless community.

W. Bernstein asked how much of a disincentive is the deed restriction, stating that when someone comes in for an in-law apartment, there is a deed restriction put on which doesn't seem to stop people from doing so. K. Kitson replied that any time you put any restriction on a deed, it could be a hindrance to a sale, but they are willing to do the two (2) units to see how it works.

Councilor W. Steere stated that he does not see the tax abatement happening but maybe we could do something with permit fees as an incentive. There was further discussion regarding a 25% abatement. Councilor Forgue stated that this needs to be looked at and talked about. Councilor Forgue commented that it could be a win-win for the Town and affordable housing. Councilor Henry concurred with Councilor Forgue and stated that she has seen tremendous improvements made at the park and she feels that this incentive is reasonable.

Councilor W. Steere asked if the other affordable housing units have any sort of tax abatements. Lori DeSantis, Tax Assessor, replied in the negative. Councilor W. Steere stated that this could open a "pandora's box" and instead of having a consistent policy, now we are picking and choosing. Councilor Forgue asked how many units we have. Karen Scott, Town Planner, replied 90 units or approximately 2 ½%. K. Scott stated that we don't do tax abatements, but the Town provides the incentive or subsidy through density. K. Scott gave the example of condominiums where there is more density.

Councilor G. Steere asked if this number includes the condoss that are approved to be built. K. Scott replied that they don't count and stated that we have eight (8) pending. Councilor G. Steere expressed agreement with Councilor W. Steere regarding opening pandora's box.

Councilor Forgue stated that we should have a workshop to discuss this because it is a commitment for someone to do this. Councilor Forgue recommended that the Council table this item. Councilor

G. Steere stated that we definitely have to have more discussion and are not prepared to move forward tonight.

R. Meffert stated that another thing they thought of is that for every one of these affordable units, we put a \$2,000 bill into the equation. R. Meffert suggested that we not dwell on 25% and take that off the table. Councilor G. Steere asked if that helps the buyer or the landlord. R. Meffert replied that it will help the landlord and the Town but does not actually give anything to the buyer. R. Meffert noted that they are giving the buyer the deed restriction and the difference between them and Home Repair is that was all Federal money.

K. Scott spoke about pricing and stated that it is difficult to sell the affordable units because it bumps up against the market price. K. Scott pointed out that mobile homes depreciate rather than appreciate because there is a certain life span to them. K. Scott explained that mobile home owners would be able to have equity and still sell it under the price they are allowed to sell it for. K. Scott stated that what acts as a disincentive in other developments might not necessarily be a disincentive here.

After further discussion regarding incentives such as waiving permit fees, Councilor G. Steere thanked R. Meffert and K. Kitson for their explanations but stated that the Council needs to have more discussion on it.

MOTION was made by Councilor W. Steere to CONTINUE the consideration of reinstatement of mobile home park sites for RLM II, LLC, d/b/a Village on Chopmist Hill until the Town Council meeting of November 7, 2019; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

B. Authorization for Council President to Sign

1. Correspondence to R.I.D.O.T. Re: surplus round-a-bout property request - Discussion and/or Action

Councilor G. Steere stated that Tim Kane, Town Solicitor, has asked that Council TABLE this item.

MOTION was made by Councilor Forgue to TABLE the Authorization for Council President to Sign correspondence to R.I.D.O.T. regarding surplus round-a-bout property request; seconded by Councilor Reichert.

Discussion: None.

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

## MOTION PASSED

### VIII. New Business

#### A. Hills Tavern & Grill LLC d.b.a. Hill's Tavern and Grill Noise Complaint - Discussion and/or Action

Councilor G. Steere stated that the Council has received notice and a police report of noise complaints over the last weekend at Hill's Tavern. Councilor G. Steere stated that Albert Hill is present.

Discussion: Joseph DelPrete, Chief of Police, stated that on Sunday, there were two (2) complaints for noise at Hill's Tavern due to an outside band that was playing. Chief DelPrete stated that the Police went there twice to ask them to lower the volume, but he is not sure if they did or didn't, and the complainants thought that they even raised it a bit. Chief DelPrete commented that the leaves are down and he does not recall the previous owners ever having an outside band this late in the season. Chief DelPrete stated that the Officer was able to hear the music from the complainant's residence.

Councilor Reichert stated that in addition to the two (2) complaints, he also received a phone call from a neighbor and was able to hear the music over the phone. Councilor Reichert asked Albert Hill, owner, if he was present at the time. A. Hill replied in the affirmative. A. Hill stated that it was a five-piece band and when the officer asked them to lower the volume, they did so both times. A. Hill further stated that when he found out a complaint came from Absalona Hill Road, he asked the band to quit early. A. Hill stated that the band was hired to play from 4:00 to 8:00, which are the hours they are allowed for an outside music event, but they had them stop at 7:15.

Councilor Forgue stated that the first time they asked them to turn it down, the Police then got a second call that said it was louder. A. Hill stated that he can't speak to that because it wasn't said. A. Hill again stated that they stopped the band at 7:15 instead of 8:00. Councilor Forgue noted that he was one of the Councilors who thought it would be a good idea to give A. Hill a trial period and stated that it was said that the sound would be kept low regarding amplified music. A. Hill disagreed, stating that we were talking about acoustic being kept low, but there was no restriction placed on amplified music, other than that it was twice a month.

Councilor G. Steere stated that he had told A. Hill to use good sense and judgement because it would be all up to him. Councilor G. Steere stated that to say the Council wanted acoustic music with no amplification but would allow a five-piece band with amplification is a foolish statement. Councilor G. Steere stated that he got a call at 7:00 p.m. and took a ride to the establishment, but the band had stopped by the time he got there. A. Hill stated that he is trying to be a good neighbor and asked the band to quit 45 minutes early.

Councilor Reichert stated that every time, A. Hill has an excuse. A. Hill replied that it is not an excuse and he does not like the connotation. Councilor Reichert stated that the Council has bent over backwards to give A. Hill extra "stuff" to get going. Councilor Reichert stated that on Sundays, people want to enjoy themselves and it is not fair to them, especially if the music was turned up

louder. A. Hill stated that did not happen, he would not ask the band to turn the music up louder and then ask them to quit 45 minutes in advance after he is paying them for four (4) hours.

Councilor W. Steere asked how many people were in attendance. A. Hill replied 160. Councilor W. Steere stated that there were signs at Big Bear stating “Event Parking” and asked if there was somebody at the door counting. A. Hill replied in the affirmative. Councilor W. Steere stated that the Chief did not know about this, nor did the Town Clerk, so the Council has to take some responsibility. Councilor W. Steere stated that they try to be friendly to businesses, and he feels they made a mistake in this case because this was a new applicant and there was no history. Councilor W. Steere stated that there have been several incidents where A. Hill has had to come before the Council. Councilor W. Steere stated that renewals are coming up and the Council has to be crystal clear regarding what is a Special Event and what is allowed outside, based on what has been going on. Councilor W. Steere stated that he is tired of excuses.

Jean Fecteau, Town Clerk, stated that this is the only establishment that has ever been granted amplified music with an expansion of their entertainment license. J. Fecteau stated that no one else has it and no one else could ever get it.

Councilor Forgue commented that A. Hill had a great opportunity but with all the situations they have had, the Council has to take a stand.

J. Fecteau asked A. Hill if this was a Special Event. A. Hill replied that it was just a music event, stating that they are allowed two (2) a month. A. Hill again stated that he was asked to turn it down and he did, twice, and stopped the event 45 minutes in advance.

Missy LaPlante, 47 Absalona Hill Road, stated that she could hear the bass in the house and could not go outside and enjoy herself because of the music. M. LaPlante stated that the music did get louder and she could actually hear the vocals. M. LaPlante stated that she hopes A. Hill never gets another entertainment license.

Councilor G. Steere stated that he doesn’t know what happened, but it was ultimately A. Hill’s responsibility and the Police had to be called twice. Councilor G. Steere asked the Council members if they want to wait until renewals or take action in the meantime. J. Fecteau stated that the Public Hearing , for renewals, is November 21<sup>st</sup>.

Councilor Henry asked A. Hill what he has scheduled between now and the license renewal. A. Hill replied that he has no outside events of any kind scheduled.

Councilor G. Steere asked William Bernstein, Town Solicitor, if a just cause hearing should be held as there have been other infractions as well. W. Bernstein suggested that the situation be revisited at the time of license renewal and conditions could be added or the license could not be reissued. Councilor W. Steere expressed his opinion that A. Hill should not schedule any events between now and the time of renewals. Councilor Henry stated for the record that Mr. Hill said he has nothing

scheduled but she did not ask him not to schedule anything. Councilor Henry stated that if he is going to schedule something, he has to come into the Clerk's office.

J. Fecteau stated that the outdoor entertainment that the Council gave A. Hill does not require that he notify the Town Clerk, but he probably should. A. Hill stated that they had 12 events outside and asked, other than this event with two (2) complaints, how many other complaints were received. Councilor W. Steere stated that Chief DelPrete would be able to enlighten us on other infractions. A. Hill stated that the only other one was when they were closing a little late and were in the building beyond 1:30. Councilor W. Steere stated that A. Hill should leave things the way they are now and hopefully the Council can come up with something reasonable in November for the following year.

Councilor Reichert asked if a motion should be made that if A. Hill puts something on between now and November, he must notify the Clerk. Councilor W. Steere stated that his entertainment license is specific that he does not have to. W. Bernstein noted that it is already on record that A. Hill has nothing scheduled.

Susan Harris, Deputy Town Clerk, addressed A. Hill, stating that he just opened a business a year ago and the Council granted him outdoor entertainment. S. Harris asked if common sense would prevail and he would not start off with full-blown bands and maybe have acoustic. S. Harris stated "baby steps". S. Harris noted that there are a lot of businesses in this town that have liquor licenses and the Town Clerk's office is not into babysitting. J. Fecteau commented that the Clerk's office spends most of their time babysitting A. Hill's tavern and his special events and outdoor entertainment. J. Fecteau stated that they have too much granted to them and asked the Council to consider that when they do the renewals. Councilor W. Steere stated that the Council has to take some responsibility for that and revisit it in November for all applicants.

B. Town Council Roles, including Liaison position & Following practices - Discussion and/or Action

Councilor W. Steere stated that over the course of time, we have new Council people and there seems to be confusion regarding what the liaison position is. Councilor W. Steere stated that he has done research and can't find anything in writing, other than what is in the Charter, which states that no Council member can order an employee to do something. Councilor W. Steere stated that we need to remember that the liaison is for communication purposes, to help department heads or boards and commissions communicate with the Council if they have a problem or situation. Councilor W. Steere stated that a liaison should not be conducting business, having meetings with department heads or constituents, because that gets us in trouble. Councilor W. Steere stated that it becomes a "slippery slope" because if we say something inadvertently, it may become the word of the Council to that person. Councilor W. Steere stated that maybe this is the time to look at this and codify some things regarding what is the real role.

Councilor G. Steere stated that we should discuss this further but wait until Tim Kane, Town Solicitor, is present. Councilor W. Steere agreed and stated that T. Kane might have some ideas.

MOTION was made by Councilor Forgue to TABLE Town Council Roles, including Liaison position & Following practices - Discussion and/or Action until Tim Kane, Town Solicitor, is present; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

C. Bds. & Commissions

1. Foster-Glocester Juvenile Hearing Board - Discussion and/or Action

a. Appointment

1. One Alternate for a one year term to expire 09/30/2020

Councilor G. Steere stated that the alternate seat became vacant when the alternate member moved up last month. Councilor G. Steere stated that Captain Fague and the chair of the Board have recommended John Lawrence from the Talent Bank list for Council consideration.

MOTION was made by Councilor Forgue to APPOINT John Lawrence to the Foster-Glocester Juvenile Hearing Board, for the Alternate position to fill an unexpired term to expire 9/30/2020, seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

2. Economic Development Commission- Discussion and/or Action

a. Declare Position #3 vacant

Councilor G. Steere stated that the Chair and the Town Clerk have both unsuccessfully attempted to reach out to one of the members regarding repeated absence from meetings. Councilor G. Steere stated that the adopted procedure for Boards and Commissions states that after failing to attend three consecutive meetings, the Chair may request the position to be vacant.

Discussion: None.

MOTION was made by Councilor Forgue to DECLARE Position #3, on the Economic Development Commission, vacant and eligible to fill; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0  
MOTION PASSED

b. Appointment

1. One unexpired Two year term to expire 12/31/2020

Diana Seaver, chair of the Economic Development Commission, recommended a candidate, Melissa Czerwein, stating that she has experience in communications and would be an asset to the EDC.

MOTION was made by Councilor Forgue to APPOINT Melissa Czerwein to Position #3 of the Economic Development Commission, for term to expire 12/31/2020; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

3. Planning Board - Discussion and/or Action

- a. Declare Position #6 vacant

Councilor G. Steere stated that, due to the passing of member Russell Gross, the Council needs to declare position #6 vacant before we can appoint a new member.

MOTION was made by Councilor W. Steere to DECLARE, with regrets, Position #6 on the Gloucester Planning Board vacant; seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

b. Appointment

1. One unexpired Five year term to expire 3/2023

Jean Fecteau, Town Clerk, stated that the chair has asked the Council to table this appointment if they do not have somebody already.

MOTION was made by Councilor W. Steere to TABLE the appointment to Position #6 of the Planning Board; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0

MOTION PASSED

4. Land Trust - Discussion and/or Action

a. Declare Position #4 vacant

Councilor G. Steere stated again, due to the passing of member, Russell Gross, the Council needs to declare position #4 vacant before we can appoint a new member.

MOTION was made by Councilor Forgue to DECLARE, with regrets, Position #4 on the Gloucester Land Trust vacant; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0

MOTION PASSED

b. Appointment

1. One unexpired Five year term to expire 2/2023

Councilor W. Steere suggested tabling this appointment until after the workshop with the Land Trust.

MOTION was made by Councilor W. Steere to TABLE the appointment to Position #4 of the Land Trust; seconded by Councilor Henry.

Discussion: None.

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

NAYS-0

MOTION PASSED

D. Gloucester Community Septic Loan Program - Discussion and/or Action

1. Amendment to Exception - Debt to Income Ratio Previously Approved for 367 Putnam Pike

Councilor G. Steere stated that on July 18, 2019, for the Gloucester Community Septic Loan Program, the Town Council approved an exception to the Debt to Income Ratio, for property located at 367 Putnam Pike allowing a 43% debt to income ratio. Councilor G. Steere stated that in the documentation one of the owners (the spouse) was not listed, therefore, the motion only granted the exception to the one spouse. Rhode Island Housing is asking for clarification of that approval.

MOTION was made by Councilor Henry to APPROVE the exception of debt to income ratio, at 43%, on a current Rhode Island Housing loan application, for the Gloucester Community Septic Loan Program, for property located at 367 Putnam Pike owned by Jason Ratto and Natalie E.

Fontenault; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

E. Convene Charter Review Commission & Authorization to Seek Members -  
Discussion and/or Action

Councilor G. Steere stated that, per the Home Rule Charter, C14-11 the Charter shall be reviewed every five years by a nine member committee. Councilor G. Steere stated that the Council needs to convene a commission and authorize the advertising for members.

MOTION was made by Councilor W. Steere to CONVENE the 2019/2020 Charter Review Commission for the purpose of reviewing the Home Rule Charter and presenting recommendations for deletions, additions, or amendments to the Town Council at the end of a six month period; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

Councilor W. Steere asked if the Town Clerk will advertise. Jean Fecteau, Town Clerk, replied in the affirmative and stated that candidates will have a few weeks to submit their applications online or in person. J. Fecteau stated that the first meeting will be called in December and the commission will have until June to forward their recommendations to the Council. J. Fecteau stated that the Council will then have until August to hold a Public Hearing and decide which items to go the ballot.

Councilor G. Steere stated that we will advertise for members, appoint the members, then convene the meeting. Councilor W. Steere asked if it is seven (7) or nine (9) people. J. Fecteau replied nine (9).

F. Consideration of Proposed Code of Ordinance Amendments

1. Refer proposed amendment(s) to Planning Board for advisory opinions -  
Discussion and/or Action

a. Chapter 350, Attachment 1, Table of Use Regulations - To include  
proposed additional land uses

Councilor G. Steere stated this item would be to consider these additional land uses be added to Table of Use: Winery, Brewery, Distillery, Tattoo Parlor, Day Spa

- b. Chapter 350, Zoning: Article I, Section 350-5 Definitions - To define proposed additional land use definitions

Councilor G. Steere stated this item would be to add the definitions for uses proposed

- c. Part 1, Administrative Legislation, Chapter 48, Town Road Map - To consider adoption of updated road map which includes Town Roads, Non-Town Roads, & State Roads.

Councilor G. Steere stated that Chapter 48 Town Road Map, of the Code of Ordinance, states there shall be an official road map. Councilor G. Steere stated it has been years since an updated map was adopted and Karen has worked extremely hard to create an up to date map with a supporting document that shows history and information about each road.

- d. Part 3, General Legislation, Chapter 145, Building Permits, Article II. Chapter 145-2 & 145-3 - To update due to adoption of Chapter 48, Town Road Map

Councilor G. Steere stated the Building Permit process for non-town roads needs to be clarified in the ordinance to reflect current standards.

Discussion: Karen Scott, Town Planner, explained that through State Law and our Code, we are required to adopt an official map and every time a new road is opened, it must be added to the map through an action. K. Scott stated that it had been a while since we had done that and it became a much larger project than originally anticipated. K. Scott stated that there was a lot of research by Liz Randall in the Clerk's office and Beth Decorte from Public Works and so much information was found about every road that she prepared an accompanying document, a master road list.

K. Scott stated that the second part is the Code changes that deal with the Exception to the Ordinance in getting a building permit off a town road. K. Scott stated that in the late 1980's and early 1990's, there was a list of Town roads designated as "suitably improved" for building permits, but some of them are not roads at all but dirt trails. K. Scott stated that she looked at our process of how we look at non-town roads and if they are improved enough to get an Exception to the Ordinance and pull a permit. K. Scott stated that the Code changes reflect a process by which people would either get a permit on a non-town road or, if necessary, apply for an exception. K. Scott stated that it is the same process but is clarified by taking the words "suitably improved" out of the language.

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

To: Town Council Members  
From: Karen Scott, Town Planner  
Date: October 15, 2019  
RE: Official Map & Proposed Code Changes

The Department of Public Works, the Town Clerk's Office and the Planning Department have been working for the past year to compile an Official Map in accordance with RIGL 45-23.1 and

Glocester Code of Ordinances Section 48-1 Town Road Map. The Official Map illustrates the location of all streets in Glocester and shows which streets are town-owned, non-town owned and state owned. As part of the process of compiling the Official Map, we collectively completed many hours of research and compiled a lot of useful information. That information was compiled into the Official Road Map Index. This index is for information only and is not part of the Official Map adoption. The process of adopting an Official Map is the solicitation of an advisory opinion from the Planning Board and then a public hearing before the Town Council.

As part of this project, we also reviewed the Glocester Code of Ordinance language related to the issuance of permits for new construction and exceptions to the ordinance regulating the issuance of building permits. There are several proposed changes to Sections 145-2 and 145-3 which were made to clarify the process of building on non-town roads shown on the official map.

I am requesting that this Official Map and Code of Ordinance changes be referred to the Planning Board for an advisory opinion to begin the adoption process.

(End of memo)

MOTION was made by Councilor Reichert to refer the proposed amendments to the Planning Board, per Chapter 350-7.b, to determine whether the proposed amendments are consistent with the Comprehensive Plan and for an advisory opinion regarding the merits of the proposal; seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

Councilor Henry stated that it is a great document put together by K. Scott. Councilor Forgue agreed. Councilor G. Steere stated that it is a lot of work. K. Scott noted that some of the research was done by the Town Clerk's office and the Public Works Department.

Councilor G. Steere stated that when the Council gets it back from the Planning Board, a Public Hearing will be scheduled.

#### F. Resident Recognition - Discussion and/or Action

Councilor Forgue spoke about the loss of Russell Gross, stating that we all appreciated the fine work he did for the Town in many different areas. Councilor Forgue suggested having a stone or brass plaque in Russell's honor at Steere Park. Councilor Forgue noted that Steve Mitchell is going to name a trail after Russell Gross and it would be a good idea to put a stone with some history about Russell. Councilor G. Steere noted that R. Gross did a lot of work mowing the fields for the Land Trust and enjoyed doing so. Councilor Forgue stated that we could do this privately without any Town money or do a fund raiser to collect money to do this, but we would have to check with the Land Trust first to ensure that we could put this on the property. Councilor Reichert stated that he will help with the efforts.

Councilor Henry asked if this has to be on the Land Trust agenda. Councilor Forgue stated that he will call tomorrow to get on the next agenda.

G. Finance Department

1. Financial Transfers for FY 2019: Department to Department - Discussion and/or Action

Councilor G. Steere stated that the Council has received the following memo from the Finance Director:

Memo: Honorable Town Council Members  
From: Diane L. Brennan, Director of Finance  
Re: Fiscal 2019 Transfers and Supplements  
Date: October 16, 2019

The following transfers and supplements need approval from the council for modifications to the original budget for Fiscal 2019. This reflects the actual results. The following codes are to be affected:

<u>Acct Code</u>	<u>Department</u>	<u>Acct Name</u>	<u>From</u>	<u>To</u>
01-031-2010	Treasurers	Wages-Clerk	\$35,000	
01-031-2013		Wages-Admin	\$ 700	
01-004-2030-PT	Planning	PT Planner		\$ 7,500
01-012-2103	Zoning Board	Steno Services		\$ 200
01-053-2184-1H	DPW- Bldgs	R&M/Const-TH		\$28,000

The surplus funds are due to a position in the treasurer's office which was not filled.

The overage amounts are due to a break down of the generator at town hall resulting in the purchase of a new one and for additional hours worked in the planning department.

I would ask for council approval at the October 17, 2019 council meeting.  
(End of memo)

Discussion: Diane Brennan, Finance Director, explained this request to the Council. Councilor Henry asked if the DPW \$28,000 is for the generator. D. Brennan, replied that this is the funds that are short for that particular department and the generator is the largest contribution that made the department go over. D. Brennan stated that the actual cost for the generator is not \$28,000, but when you look at the whole department, there are other pluses and minuses.

MOTION was made by Councilor Forgue to APPROVE the Fiscal Year 2019 Transfers and Supplements as stated in memo read into this record, dated October 16, 2019; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

2. Financial Assignments for FY 2019 - Discussion and/or Action

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

Memo: Honorable Town Council Members  
From: Diane L. Brennan, Director of Finance  
Re: Fiscal 2019 Fund Balance Assignments  
Date: October 16, 2019

Below are the recommended assignments of the fund balance for Fiscal Year 2019.  
The amounts listed and the particular assignments are as follows:

Tree Planting	\$ 1,008
Healthcare reserve	\$ 387,478
Other Post Employment benefits	\$ 228,820
Police equipment maintenance	\$ 47,362
Senior Center dues	\$ 1,826
Radio contracts	\$ 71,657
Comprehensive Plan/Prof Services	\$ 32,614
Computer System maint	\$ 198,922
Revaluation Expense	\$ 274,267
Storm Fund	\$ 242,896
Compensated Absences	\$ 420,854
Matching Grants	\$ 50,000
Mobile radio replacement	\$ 36,800
Portable radio replacement	\$ 43,000
Stage II School Renovation Projects	\$ 300,000
Total	<b>\$ 2,337,505</b>

The amounts listed are to be assigned from the fund balance.

I would ask for approval to include these assignments as part of the Comprehensive Financial Statements for the year ending June 30, 2019.

(End of memo)

Discussion:

MOTION was made by Councilor Henry to APPROVE the Fiscal Year 2019 Fund Balance Assignments as stated in memo read into this record, dated October 16, 2019; seconded by

Councilor Reichert.

Discussion: None.

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

MOTION PASSED

H. Personnel

1. Human Resource Administrator Position - Process to proceed - Discussion and/or Action

Councilor W. Steere stated that he, Councilor Forgue and Diane Brennan, Finance Director, interviewed three (3) candidates and thanked the original group that brought the candidates forward. Councilor W. Steere suggested that the two (2) strongest candidates come before the Council for a final interview and the Council would make the decision on which candidate to hire. Councilor W. Steere stated that this should happen soon because they are good candidates and he wouldn't want to see them go someplace else.

Councilor Forgue stated that the Council will be very impressed with the two (2) candidates. There was discussion regarding when to conduct the interviews. Jean Fecteau, Town Clerk, stated that she has to notify these people to give them the opportunity to have the interview in open session instead of closed. There was Council consensus to schedule the meeting for Thursday, October 24<sup>th</sup> at 7:00 p.m.

2. Human Services Department  
Ratification -Part Time Van Driver - Discussion and/or Action

Councilor G. Steere stated that at the Town Council meeting of October 3<sup>rd</sup>, there was Council consensus to approve the appointment of a part time van driver for the Human Services Department. Councilor G. Steere stated that consensus should now be ratified with a vote of the Council.

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

To: The Honorable Town Council Members  
From: Diane L. Brennan, Finance, H/R Director  
Memo: Driver for Human Services  
Date: September 25, 2019

This is a memo to inform the council as to the recommendation for a part-time driver position for the Department of Human Services. Judy Branch, the department director, has spoken with Tom Marfeo of Brook Hill Road and is recommending him for the position of a part time driver. Upon successful response for his BCI, the approval by council is to become effective as soon as possible to continue the program. Currently there is only one driver available for the town. The hourly rate of pay is \$13.75. There are no benefits for this position.

I would ask the council to ratify the hiring of Tom Marfeo for Human Services Department at the October 3, 2019 council meeting.  
(End of memo)

MOTION was made by Councilor Reichert to APPOINT Tom Marfeo to the position of part-time driver, Dept. of Human Services, at an hourly rate of \$13.75, with no benefits, effective October 4, 2019, seconded by Councilor W. Steere.

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 letter was received from the Lt. Governor's office regarding Operation Holiday Cheer for Rhode Island military members who will be deployed during the holidays. Councilor G. Steere stated that gift boxes will be sent to each of them and if anybody has any names of service members, they should send them to the Lt. Governor's office.

Councilor Henry asked if this should be posted in Town Hall so residents will be aware of it. Jean Fecteau, Town Clerk, replied that she will do so.

- B. Councilor W. Steere stated that the Gloucester Scarecrow Festival is morphing into more than what was approved, with other events going on at different locations, advertised as part of the Scarecrow Festival. Councilor W. Steere asked, if anything was to happen at any of those events, is the Town liable. William Bernstein, Assistant Town Solicitor, stated that if it was not advertised as officially sanctioned by the Town, our liability is limited. Councilor W. Steere stated that an application was brought before the Council and we approved certain things, but since then several more things have been added and are being advertised as such. W. Bernstein stated that if something exceeds the permission given, it is outside the sanction of the Town Council, so liability is limited.

Councilor G. Steere commented that there were certain things included when the Council issued that license, but there are other things going on that were not included. W. Bernstein stated that they are on their own.

Councilor W. Steere expressed his opinion that this is a fantastic event but he is afraid that it is getting much bigger than we anticipated. Councilor W. Steere noted that Public Safety can only handle so much.

Councilor Henry stated that the correspondence from the Town Clerk was fantastic where she said that Main Street is only so big and we can only accommodate so much in that small square footage. Jean Fecteau, Town Clerk, stated that Mark Rechter came to see her today and said there will be pony rides, animal displays, another band and food vendors. J. Fecteau stated that she told him he needs to contact the Chief of Police regarding these things. J. Fecteau stated that on his original application, he requested only things at the Pavilion but then arranged for pony rides at the Chepachet Baptist Church and other activities throughout the Village. J. Fecteau also noted that the number of scarecrows has gone from just under 60 to over 100.

Councilor W. Steere stated that this is like with Mr. Hill, where the Council sets guidelines but this happens. Councilor W. Steere stated that the bottom line is keeping people safe and protecting the Town from any liability. Councilor W. Steere suggested that next year, they plan an event like Heritage Day where all is included and we are all aware of it and can plan accordingly.

J. Fecteau stated that M. Rechter is enthusiastic and didn't know how to say no every time some use came forward. J. Fecteau stated that she asked M. Rechter not to lose the Scarecrow Festival by letting it get overshadowed by too many other events.

- C. Councilor W. Steere noted that the Council has a special meeting with the Gloucester Land Trust on Tuesday and he feels that the Council should send a letter to our State Representatives because this may be something they can help with, and State agencies are dictating things that need to be done regarding the dam. Councilor G. Steere agreed and stated that it is the same agency that paid for the property but they don't want any part of the repair. J. Fecteau stated that she will send the correspondence tomorrow.

X. Department Head Reports/Discussion

- A. Joseph DelPrete, Chief of Police, thanked Solicitor Bernstein and stated that he is well recognized by MADD. Chief DelPrete noted that W. Bernstein is well known in the court system and is a great advocate for the Police Department.
- B. Gerald Mosca, EMA Director, spoke about the previous night's storm and stated that at one point about 1500 houses were without power, but we are down to 115.

Regarding the generator at the Police Station, he has informed RIEMA that he will be requesting an extension to the grant because some of the vendors are indicating a 10-15 week delivery period. G. Mosca stated that we will go over the December 31<sup>st</sup> deadline, but he is confident that we will get an extension.

XI. Bds. and Commissions Reports/ Discussion

None.

XII. Open Forum

- A. Lorraine O’Connors, member of the Ponaganset Education Foundation Board of Directors, stated that they are again sponsoring the 12<sup>th</sup> annual “Wine and Dine” event on November 10<sup>th</sup> at Bella Restaurant. L. O’Connors explained the reason for the fund-raiser is primarily to fund the First Class Scholarship Program, stating that there are presently 14 college students who are recipients. L. O’Connors stated that each scholarship is for \$16,000; \$4,000 per year for four (4) years. L. O’Connors noted that a large portion of the funding has been donated by Skip Battle, a graduate of Ponaganset, however the Foundation is hoping to add one (1) more scholarship from funds that are raised. L. O’Connors stated that she has tickets for the event as well as raffle tickets for sale.

XIII. MOTION was made by Councilor W. Steere to Convene to Executive Session Pursuant to:

- A. R.I.G.L. 42-46-5 (a)(2) Collective Bargaining - Contract Negotiations - Discussion and/or action
1. Local Union #638 - International Brotherhood of Police Officers
  2. Local Union #1322 - Town of Gloucester Clerks
  3. Local Union #1322 - Police Department Civilian Employees

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 Disclose that no votes were taken in Executive Session and to SEAL the minutes of Closed Executive Session; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

XV. Union Contract Ratification:

1. Local Union #638, International Brotherhood of Police Officers - Discussion and/or action

MOTION was made by Councilor W. Steere to RATIFY a successor agreement between the Town of Gloucester and Local Union #638, International Brotherhood of Police Officers for the period 7/1/2019 to 6/30/2022, with the provision that billable private details are not retroactive to 7/1/19,

effective when ratified; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0

MOTION PASSED

2. Local Union #1322 - Police Department Civilian Employees - Discussion and/or Action

MOTION was made by Councilor W. Steere to TABLE a successor agreement between the Town of Gloucester and Local Union #1322, Police Department Civilian Employees for the period 7/1/2019 to 6/30/2022; seconded by Councilor Henry.

Discussion: None.

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

NAYS-0

MOTION PASSED

#### XVI. Adjourn

MOTION was made by Councilor W. Steere to ADJOURN at 10:09 p.m.; seconded by Councilor Reichert.

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

NAYS-0

MOTION PASSED