

At a meeting of the Town Council holden in and for the Town of Gloucester on May 4, 2023

I. Call to Order

The meeting was Called to Order at 7:30 P.M. by Councilor W. Worthy, Town Council President.

II. Roll Call

Members present: Cheryl A. Greathouse; Walter M. O. Steere, III; Jonathan E. Burlingame; Stephen W. Arnold, Vice President; William A. Worthy, Jr., President

Also Present: Jean Fecteau, Town Clerk; David Igliazzi, Town Solicitor; Christine Mathieu, Deputy Town Clerk; John Luszcz, Human Services Director; Robert Shields, Recreation Director; Jane Steere, Tax Collector

III. Pledge of Allegiance

All stood for the Pledge of Allegiance

Councilor W. Worthy reminded all present that the public hearing for the budget was closed at the last Town Council meeting but that the Council could allow anyone wishing to make a brief statement to come forward. Councilor W. Steere stated that anyone from the public may speak at the time of the budget on the agenda.

IV. Open Forum - For Agenda Items

Councilor W. Worthy asked if anyone wished to speak on an agenda item to step to the microphone and state their name when called on.

1. George Charette, resident, explained how he calculated taxes with a tax rate using his interpretation of the budget to a rate similar to the one in the proposed FY 24 budget. G. Charette also gave an explanation as to why the new valuations were not, in his opinion, done properly. G. Charette stated the valuations were done by computers, with no one coming by the property to even look at it. G. Charette commented on the lack of communication with the representation by our elected state officials.

2. A resident (? name) stated that his assessment increased by \$231,000 with the new evaluations and that he is concerned that a similar situation that occurred in 2008 will occur again where people will have to walk away from their homes because they can't afford them.

V. Public Hearings

A. Liquor License - Class B-V Victualer Beverage License - Discussion and/or Action

1. Expansion of sales to outdoor area
Assados Inc., d/b/a Assados Kitchen & Bar
Location of Business: 102 Putnam Pike

Councilor W. Worthy stated that this public hearing was advertised in the Valley Breeze/Observer on April 20th and April 27th 2023 and abutters were notified.

Councilor W. Worthy DECLARED the Public Hearing OPEN.

Councilor W. Worthy stated that the owner/applicant, Jorge Diogo, can explain the request to sell alcohol outside on the deck area.

Discussion: J. Diogo, owner/applicant explained that the current liquor license does allow for liquor to be served on the deck. J. Diogo stated he is asking for permission to build a bar out side on the deck for a bartender to serve from. J. Diogo stated that the entire deck will be renovated and will include eight (8) foot fencing to make the area more private. J. Diogo explained that a bar outside will make it easier for the staff to control the outdoor atmosphere. Councilor W. Worthy asked if people would be watched. J. Diogo stated that it will be easier to watch people by having a bar outside instead of servers going in and out with drinks. J. Diogo stated that the bartender will be able to see and control service and it will also be easier flow for the staff. Councilor J. Burlingame asked if J. Diogo is asking for a bar tender outside in addition to already being able to serve alcohol outside. J. Diogo stated yes. J. Diogo agreed with Councilor W. Worthy's statement that making the area more private with a taller fencing would help with any noise.

Councilor W. Steere stated that his main concern was the noise as the restaurant is in a residential area. J. Diogo described the renovation of the deck which will make it much more private. Councilor W. Steere asked how late service would be offered on the deck. J. Diogo stated that service on the deck would end no later than 10:00 PM. Councilor W. Steere asked the current hours. J. Diogo stated that the restaurant closes at 11:00 PM on the weekend which is Friday and Saturday and that during the week it closes at 10:00 PM.

Councilor C. Greathouse asked if there would be entertainment on the deck. J. Diogo stated that he has a current entertainment license that allows him to have light acoustics like a guitar. J. Fecteau, Town Clerk, clarified that the current entertainment license permits J. Diogo to have music indoors. J. Fecteau explained that all establishments are allowed to have acoustical outside (since COVID). J. Diogo stated that if there are any issues that he is willing to make changes as he wants to be a good neighbor.

Councilor W. Worthy asked if anyone else would like to speak to please step to the microphone.

1. Natasha and Matt Viveiros, residents and abutters, asked about the number of occupants and stated that the current parking situation is a concern. N. Viveiros described how cars have parked on their lawn and turned around in their driveway. M. Viveiros stated that there has also been some trash on their lawn and asked if there would be fencing going up in the employee parking lot which is parallel to his property. Councilor S. Arnold asked if Mr. And Mrs. Viveiros have spoken with Assados. N. Viveiros stated that they have not. Councilor S. Arnold suggested they speak with J. Diogo as they are responsive to the community.

2. G. Charette, resident, commended J. Diogo on the restaurant and the facility itself. G. Charette stated his opinion that if Assados is granted an expansion for liquor service that will bring the other establishments in town to ask for it also. G. Charette explained his opinion comparing service inside and service outside. G. Charette stated his opinion recommending the bar outside. Councilor W. Steere stated that Cady's and Hill's both have seasonal bar outside which is what Assados is looking

for. Councilor W. Steere stated that an application is considered on a case by case basis.
Councilor W. Worthy DECLARED the Public Hearing CLOSED.

MOTION was made by Councilor S. Arnold to APPROVE the application for the expansion of service area of an existing Class BV-Liquor License for Assados Inc., d/b/a Assados Kitchen & Bar; Location of Business: 102 Putnam Pike; contingent upon:

1. Updated service area diagram shall be adhered to and not increased without further hearing.
2. The capacity limits and crowd management plans shall be determined and monitored by the Fire Department.
3. The same laws and rules regarding Alcohol Service Certification that apply to indoor alcohol servers are to be strictly enforced.
4. No patron shall leave the deck area with any alcoholic beverage.
5. The licensee shall provide sufficient monitoring of the outside area.
6. The granting of the outdoor service of alcohol is not transferable in the event that this business is sold or transferred to any other person and/or entity.
7. Entertainment is prohibited in the patio area other than Non Amplified Acoustical Music or Vocal
8. Outdoor drinking will be limited to **10:00 PM**
9. Outdoor Sales will be allowed during the hours of during the hours of 12:00 noon to 10:00 PM seven days a week
10. Additional lighting shall not encroach on neighboring property owners.
11. Violation of these stipulations may be cause for revocation of Outdoor Service with no further action necessary by Licensing Board.

Discussion: Councilor S. Arnold asked for clarification as to stipulation # 9 regarding the outdoor sales hours. J. Diogo stated that the bar would shut down at 10:00 PM.

Councilor Arnold read stipulation # 9, included in stipulations above, in its entirety as outdoor sales will be allowed during the hours of 12:00 noon to 10:00 PM seven days a week.

Seconded by : Councilor C. Greathouse

Discussion: Councilor J . Burlingame asked if the deck would be closing at 10:00 PM on Friday and Saturday when the restaurant is open till 11:00 PM. J. Diogo stated his agreement and that the deck would close at 10:00PM.

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

VI. Consent Items - Discussion and/or Action

- A. Approval of Town Council Minutes: Special meeting of April 18, 2023 and Regular meeting of April 20, 2023

MOTION was made by Councilor S. Arnold to APPROVE the Town Council minutes of the Special

meeting of April 18, 2023 and the Regular meeting minutes of April 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

VII. Unfinished Business

A. Boards and Commissions

1. Appointments- Terms to run concurrent with the Town Council- Discussion and /or Action
 - a. Affordable Housing Advisory Board- two year term to expire 12/2024- 5 positions

Councilor W. Worthy stated that this item was tabled for more preparation. Councilor W. Worthy stated that he reached out to several individuals and he would like to appoint one person to position # 1 and asked Council to table the rest.

MOTION was made by Councilor S. Arnold to APPOINT Aaron Broccoli to Position #1 of the Affordable Housing Advisory Board for a two year term to expire 12/2024; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

MOTION was made by Councilor C. Greathouse to TABLE the appointments to Position # 2; # 3, #4 and #5 of the Affordable Housing Advisory Board; seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

VIII. New Business

A. Boards and Commissions

1. Resignations- Discussion and/or Action
 - a. EDC- Position # 2- two year term to expire 12/2024

Councilor W. Worthy stated that the Clerk has received the resignation of Jarrod Winsor from EDC.

MOTION was made by Councilor C. Greathouse to ACCEPT, with thanks, the resignation of Jarrod Winsor from Position #2, Economic Development Commission, effective immediately; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

2. Appointments- Discussion and/or Action

a. EDC - Position #2- two year term to expire 12/2024

Councilor W. Worthy stated that there is no recommendation from the Chair at this time, and they have requested that Council table.

MOTION was made by Councilor C. Greathouse to TABLE the appointment to the EDC, Position #2; seconded by Councilor w. Steere

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

B. Discussion/or action re: separate position for Elementary School Business Manager

Discussion: Councilor J. Burlingame requested this item on the agenda as it is an issue that needs to be figured out. Councilor J. Burlingame stated that the Charter requires the Finance Director to administer the finances of the Gloucester School. Councilor J. Burlingame stated his opinion that this responsibility may be separated from the finance director position as it is an overwhelming and involved job. Councilor J. Burlingame stated that a part time position may be created or that the Charter may be changed.

Councilor S. Arnold agrees that this job should not be the sole responsibility of the Finance Director and also agrees that this issue should be reviewed. Councilor S. Arnold stated that as of now the job is part of the Finance Director's responsibility.

J. Fecteau, Town Clerk, stated that there is a budgeted part time position in the Finance office. Councilor W. Steere stated that this issue should be reviewed but that it will take time especially as to reviewing the Charter. J. Fecteau stated she could give the Council information and that it may be time to convene a Charter Commission to get ready for the 2024 ballot after the budget process is complete.

No Action Taken by Council

C. Adoption of 2023/2024 Budget - Discussion and/or Action

1. Final amendments to proposed budget prior to adoption, if needed

Councilor W. Worthy asked if there are changes to the public hearing budget and if so, then

motions are needed and numbers updated.

MOTION was made by Councilor Arnold **to DECREASE** the following line items under “Central Administration” as follows:

Town Council - Contingency	\$1,000	for a new total of	\$8,000
Board of Canvassers - Pollworkers	\$1,000	for a new total of	\$15,000
Economic Development Comm	\$2,000	for a new total of	\$ 3,000
Tax Assessor’s Office - Education	\$1,000	for a new total of	\$ 5,000
Dept. of Public Works - Maintenance/Bldg/Grounds/Parks			
		\$4,000 for a new total of	\$248,881

seconded by Councilor Greathouse

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

Discussion: Councilor W. Steere asked if comments would be heard from the public before the Council made changes. Councilor J. Burlingame asked how these reductions came about. Councilor S. Arnold stated he requested these to be put on .

1. J. Dipietro, resident, stated she was using the budget that was posted on the town website and that she had just received a budget copy that she believes contains the changes being proposed. J. Dipietro stated she was satisfied with the budget except as to the \$60,000 amount in the assigned storm /snow account being used to balance the budget. J. Dipietro made a suggestion as to how this item could be accounted for in the budget.

J. Dipietro then questioned the Town Planner position as to time , and accessibility. J. Dipietro stated her opinion that department heads should always be accessible in the building. Councilor W. Steere stated that the town planner is usually in 2 days per week and attends meetings. Councilor W. Steere stated that the town planner was hired as a part time planner and he has not received any complaints about her accessibility.

2. David Steere, resident, stated his concern about the town using \$520,000 of assigned surplus funds to balance the school budget. D. Steere asked the source of the \$433,203 that is now being shown as a transfer from surplus for operations in the adopted FY 2023 budget when it was not part of the original adopted FY 2023 budget. Councilor S. Arnold stated that the town has received guidance from the state on this issue.

D. Steere stated his opinion that the subtotal of expenses on page 2, 2024 budget, is not correct due to the \$215,000 proration for F/G Regional Schools. Councilor S. Arnold stated that this issue was addressed and will be corrected. D. Steere pointed out that he has a different budget than council. D. Steere raised his concerns as to staying at the 4% maximum increase. Councilor W. Steere stated that the money for the \$215,000 and for the capital expense of \$137, 505 were both coming from

assigned accounts. D. Steere expressed his concerns of using assigned accounts to balance the budget as those funds will get used and not be around in future years if the budget keeps including such funds. Councilor W. Steere stated that the budget does include money being put aside for future use and gave the example of the \$100,000 proration for the school. D. Steere asked where that item could be found in the budget.

J. Dipietro questioned if the \$137,505 to cover capital expenses was coming from the unassigned fund balance and A. Muccino stated that it was. J. Dipietro asked why not use the assigned capital fund for the assigned capital. Councilor W. Steere stated that either could be used because it is not for operating expenses. J. Dipietro stated that D. Steere had a good point about the concern for the future. J. Dipietro stated she hoped that the required five year forecast for the state has been done.

- 2) **MOTION was made by Councilor Arnold to INCREASE (PAGE 9 OF 35) the following line item under “Central Administration ” as follows:**

Town Planner Salary Increase from 3% over current salary to 4%
For a new total of **\$84,802**

seconded by Councilor Burlingame

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

- 3) **MOTION was made by Councilor Arnold to DECREASE Aid Requests (PAGE 33 of 35) Ponaganset Basketball Association by \$1500 (for a new total of \$500)**

seconded by Councilor Greathouse

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

- 4) **MOTION was made by Councilor Arnold to INCREASE Senior Center (PAGE 29 of 35) Programs & Activities by \$500 (for a new total of \$500); seconded by Councilor Burlingame**

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

2. Adoption of Budget to present to voters

Councilor W. Worthy stated that tonight Council needs to adopt the final budget to send to voters for Financial Town Referendum on May 23, 2023

Discussion: None

MOTION was made by Councilor S. Arnold to ADOPT the 2023/2024 Budget presented at Public Hearing on April 18th & April 20th, 2023, as amended by Town Council, for presentation to the voters at the Financial Town Referendum to be held on May 23, 2023; seconded by Councilor w. Steere

Discussion: Councilor W. Worthy stated that this final budget will be posted on the website and no additional changes can be made.

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

3. Adoption of 2023 Ballot Questions

Councilor W. Worthy stated that the following questions will appear on the ballot on May 23rd, 2023 for the all day referendum. Councilor W. Worthy stated that the questions have been checked for accuracy by the former Finance Director and must now be adopted by Council:

MOTION was made by Councilor S. Arnold to ADOPT the ballot language for Question #1 for the May 23rd, 2023 Financial Referendum which he read as follows:

Question #1 :Shall the Town Budget for fiscal year 2023/24 appropriate a sum of **\$32,612,792** which includes Municipal Services & Capital Expenses; Gloucester School Dept. Operating & Capital Expenses; Gloucester's share of the Foster/Glocester Regional Operating & Capital Expenses; and includes a Levy of Property Tax (not including Motor Vehicle taxes) not less than **\$ 24,854,009** or more than **\$ 25,095,310?**

Seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

Councilor W. Worthy stated that there is a motion for Capital.

MOTION was made by Councilor C. Greathouse to ADOPT the ballot language for Question #2 for the May 23rd, 2023 Financial Referendum:

Question #2: Shall the Town Budget include an appropriation of **\$137,505** from the surplus for

capital expenses?

This appropriation will come from existing surplus and will not increase the amount to be raised by taxes.

Seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

Question #3 : Shall the Town Budget include an appropriation of \$ 100,000 as a reserve for future student population proration for the Foster/Glocester region. **This appropriation will come from surplus and will not increase the amount to be raised by taxes?**

Seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

Question# 4: Shall the Town Budget include an appropriation from surplus of \$150,000 for paving? **This appropriation will come from surplus and will not increase the amount to be raised by taxes?**

Seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

Question# 5: Shall the Town Budget include an appropriation of \$ 100,000 from surplus for future operational expenses of Glocester Public Schools? **This appropriation will come from surplus and will not increase the amount to be raised by taxes?**

Seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy

NAYS-0

MOTION PASSED

D. Authorizations and Signatures:

1. IT Department

- a. To obtain a .GOV domain from .Gov Domain Registration - Discussion and/or Action

Councilor W. Worthy stated that Council has received a request explaining this action from Matt Floor, IT Director which he read as follows:

The attached letter will have to be printed on Town Letterhead and signed by President Worthy. You may recall this .GOV request was already presented to the previous Council, but after several unsuccessful attempts to call to verify the signature, they closed out our request. The authorization process is easy, but strict. President Worthy will have to receive a call from them on his publicly listed phone number (Town website) and speak with them live or they will not authorize this. Jean and I cannot intervene in the authorization phone call process or even be part of it as we are also domain contacts. This action by the Council will only secure the .GOV domain name and will be at no cost to the Town. It is only a matter of time before we are forced to convert to a .GOV domain. As I am sure you have seen, they keep doing news reports on what municipalities have them and which do not, to keep it fresh in the public's mind. I have gotten roadblocked on a few things because I do not have a .GOV address and they would not authorize my email. I even saw a grant opportunity that required .GOV addresses for submission. While some people say that this change is free (because the .GOV domain is provided without cost) there will be expenses to convert our existing domain to GOV. This is one of the biggest changes an organization can make. I do think we will be forced to do this in the near future which is why I am requesting the domain name.

The people stating this is without cost did not take the following into consideration

- DNS setup
- New email account setup on back end
- New email account setup for all users on PCs, phones, tablets, other
- Email forwarded from old domain to new domain
- Website converted to new domain
- Website forwarding from old domain to new website domain
- Email accounts used for access to any and all websites and applications changed
- Email registered with applications and vendors for login to sites and support changed
- Keep old email domain around for forwarding for 6 months to a year.

(End of memo)

MOTION was made by Councilor W. Steere to AUTHORIZE the Town Council President to sign the letter requesting the .GOV domain name and to follow the process to authorize the request; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy

NAYS-0
MOTION PASSED

- b. To enter into an agreement between the Town of Gloucester and OpenGov for ePermitting Software- Discussion and/or Action

Councilor W. Worthy stated that the following information was received from Matt Floor, IT which he stated as follows:

I did reach out to the building and zoning office and the assessor's office for the optional functionality that they would like to see as part of this project. They requested that the building permits and inspection services software be configured with the Town's master address table and also that old data be imported into the new system. Both of these options increase the price, but will make it more palatable to the staff using it.

The one time cost of the full implementation is \$51, 870.00 and the first year of annual support is \$11,639.00. The DBR will pay the entire cost of \$63,509.00 if we enter into contract **before** July 1st.

Our annual software cost will be \$11,639.00. Once we cancel service with our existing vendor Vision, we will have a savings of ~\$2811 creating an actual cost of \$8828 per year. Carl from OpenGov also indicated there could be some reduced labor costs in the future as electronic permitting evolves, but I think this would be for larger deployments. I have attached the SOW and Order Form if the Council wishes to move forward with this project as presented
(end of memo)

Discussion: Councilor W. Steere stated that he spoke with Matt Floor , IT Director, and the annual cost of \$8828 can be absorbed into his budget so there should not be additional cost .

MOTION was made by Councilor C. Greathouse to AUTHORIZE the Town Council President to sign the Order Form from OpenGov and acknowledge the Statement of Work forwarded by OpenGov to begin the implementation for epermitting software for the Gloucester Building/Zoning Office and Tax Assessor offices; seconded by Councilor W. Steere

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

2. Finance Department

- a. Transparency Reports: Dept. of Revenue, Div. of Municipal Finance: Budget to Actual 1 & 2 for FY2023- Discussion and/or Action

Councilor W. Worthy stated that the Deputy Treasurer, Jane Steere, has requested the Town Council President's signature on Transparency Reports to be filed with the state, for two quarters of FY 2023, Budget to Actual.

MOTION was made by Councilor S. Arnold to AUTHORIZE the Town Council President to sign the Dept. of Revenue, Division of Municipal Finance, Transparency Reports for the Town of

Glocester for the Budget to Actual Report 1 and Report 2 for FY 2023; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

E. Finance Department

1. Interim Finance Director

a. Appointment - Discussion and/or Action

Discussion: Councilor W. Steere stated that it would be good to appoint the current deputy treasurer, Jane Steere , as the interim finance director because there needs to be a go to person for requests. Councilor W. Steere stated that J. Steere will be taking on additional responsibilities and stated his opinion that she should be compensated

Councilor W. Worthy agrees and asked for the compensation issue to be on the next meeting agenda.

MOTION was made by Councilor W. Steere to APPOINT Jane Steere to the position of Interim Finance Director; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

b. Differential salary - Discussion and/or Action

Motion was made by Councilor W. Steere to TABLE the differential salary discussion for the payment of as a stipend to for the period served as Interim Finance Director; seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

2. Authorization of expenditure:

a. Authorization of Consultant hours, if needed, expended from Town Council Contingency Fund - Discussion and/or Action

Discussion: Councilor Arnold stated that he requested this item because it is his opinion that there is a need for someone with municipal finance experience to handle questions as the town goes through this transition. Councilor S. Arnold stated that he has spoken with someone who has tons of experience as the director of finance for different municipalities and still consults for a few

towns.

MOTION was made by Councilor S. Arnold to RETAIN Bob Strom as consultant to the Town of Gloucester for as needed purposes ; said consultant to be paid \$50.00 per hour plus mileage and said funds will be expended from the Town Council Contingency Fund. Consultant will update the Town Council and schedule hours through the liaison to the Finance Department; seconded by Councilor C. Greathouse

Discussion: Councilor S. Arnold asked if the former finance director's salary could be used to fund the payment of the consultant if the contingency fund is depleted. D. Igliazzi, Town Solicitor, asked the amount remaining in the Town Council contingency fund. Councilor S. Arnold stated about \$5900. D. Igliazzi stated that the motion could be made with an amount not to exceed statement.

Councilor S. Arnold RESCINDED his MOTION.

MOTION was made by Councilor S. Arnold to RETAIN Bob Strom as consultant to the Town of Gloucester for the purpose of all things assisting with the Finance Department ; said consultant to be paid \$50.00 per hour plus mileage and said funds will be expended from the Town Council Contingency Fund not to exceed \$5000. Consultant will update the Town Council and schedule hours through the liaison to the Finance Department; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

F Complaints Filed - RE: Mobile Food Establishments - Discussion and/or Action
Councilor W. Worthy stated that the Clerk has received two complaints regarding food trucks parked on Putnam Pike in the village area. Councilor W. Worthy stated that the issues appear to be road safety and competition with an existing food business.

Discussion:

Councilor Burlingame asked how food trucks are licensed. J. Fecteau explained that the Town Ordinance contains the requirements and conditions for the mobile food trucks . J. Fecteau stated that the town licenses the food trucks and there are only a limited number given out. J. Fecteau stated that there are specific intersections in the Ordinance where trucks can't park and that the Chief of Police can submit additional locations if he feels there is a safety issue. J. Fecteau stated that there were three food trucks on Route 44 last week and stated that, she agrees, with complaints that it is difficult to pull out from Douglas Hook Road to Route 44. J. Fecteau stated that food trucks are limited to a set number of hours in one location by ordinance. J. Fecteau stated, in her opinion, the Chief is the authority as to traffic and safety concerns.

Councilor J. Burlingame stated that one complaint was from a business owner stating that the food truck distance was too close. J. Fecteau stated that the distance was measured the next day, by the Police Dept., and the distance was beyond that required in the Ordinance. J. Fecteau stated that this

is the first time she has received a complaint. J. Fecteau stated that she received a second complaint about the difficult visibility when trying to pull out of Douglas Hook Rd. when a food truck is in that location on Route 44. Councilor W. Steere stated that large vehicles parked in that area also make it difficult to see. Councilor W. Steere stated that Route 44 is a state road and the state put in the parking along the curb when they renovated the road. The Clerk stated it has been difficult there since that parking was added.

G. Charette, resident, gave a detailed explanation of his opinion as to what the State created when they renovated this area by narrowing the road and by putting in parking along the curb.

Councilor W. Steere stated the town did contact the state when they realized the issue as to the narrowness and the parking but by then it was too late to change and that the state said the change was purposeful to slow traffic down.

Councilor W. Worthy asked to stay on topic of the food trucks. Councilor W. Steere stated that the distance between the food truck and the establishment was measured and the distance was greater than required.

D. Igliazzi, Town Solicitor, stated that the Chief is away and he indicated that the food trucks are in compliance with the Ordinance. D. Igliazzi stated that Council could review the Ordinance and make changes and /or pursue a traffic study.

Councilor C. Greathouse stated that food trucks give people a variety of choices and that the competition is for the dollar.

(?) Unknown speaker asked if there had been a traffic study regarding the rotary as he felt that there would be traffic issues when the Purple Cat area is completed.

No Action Taken by Council

G. Discussion and/or Action: Creation of a Memorial park/garden area

Discussion: Councilor Worthy stated he would like to suggest some type of memorial garden for those young people in town who pass to soon. Councilor S. Arnold agreed that this is a nice idea but that it should not be for specific people but rather a general quiet place for people. Councilor W. Steere stated that it is a nice concept for a quiet reflection area but we would need a plan as to details such as funding and maintenance.

No Action Taken by Council

H. Request from the Midwest Biodiversity Institute to access town property along Chepachet River for National Rivers and Streams Assessment- Discussion and/or Action

Councilor W. Worthy stated that Council has a request from the Town Planner which he read as follows:

To: Town Council Members

From: Karen Scott, Town Planner

Date: May 1, 2023

Re: Permission to access Town-owned property

The Midwest Biodiversity Institute, working in partnership with EPA, has requested permission to

access town owned property along the Chepachet River to perform sampling as part of the National Rivers and Streams Assessment. An overview of the assessment is attached. They also have a valid Rhode Island Scientific Collectors Permit.

After conferring with the Rhode Island Interlocal Trust, they recommend that any approval for access should be contingent on the following:

1. Evidence of general liability insurance naming the Town of Glocester as an Additional Insured. Our recommendation would be to request a limit of liability equal to what the Town of Glocester carries which is \$5 Million per occurrence. However, at no time should the Town accept a limit of liability less than \$1 million.
2. Evidence of workers' compensation insurance
3. Evidence of vehicle insurance if they will be using vehicles on your property.
4. Entity should indemnify and hold the Town of Glocester harmless.

(End of memo)

Discussion: Councilor J. Burlingame asked if K. Scott, Town Planner, recommended this. K. Scott stated that this assessment is part of a nationwide testing as to chemical levels in streams across the country. K. Scott stated that random samples would be taken by the same company that has been contracted by the EPA and she will forward the information to the Town Solicitor to review.

MOTION was made by Councilor S. Arnold to AUTHORIZE the Midwest Biodiversity Institute and the EPA to access town property along Chepachet River, through the summer of 2023 and 2024, to perform sampling as part of the National Rivers and Streams Assessment contingent upon stipulations outlined by the R.I. Interlocal Trust to the Town Planner; seconded by Councilor W. Steere

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse, W. Steere, S. Arnold, W. Worthy
NAYS-0

MOTION PASSED

- I. Glocester Code of Ordinance - Proposed Amendments to Chapter 350 Zoning
 1. Request for First Reading- Discussion and/or Action
 - a. Proposed amendment to Section 350-55. Special Flood Hazard Areas and Flood Fringe Lands
To name panel numbers of Prov. County Flood Maps for those that include Glocester parcels

Councilor W. Worthy stated that the Town Planner would like to request a first reading at the next Council meeting for a proposed amendment to the Zoning Ordinance Chapter in the Code. Councilor W. Worthy stated that if Council agrees a motion to present the proposed amendment to the public can be made and after the first reading, a public hearing can be set.

Councilor W. Worthy stated that Karen can explain her proposal.

Discussion: K. Scott, Town Planner, explained that the Zoning Ordinance currently references flood maps by a statement that the ones applicable are those that are the most recent as amended. K. Scott stated that FEMA has changed the regulations so that now the actual identification number, which is called a panel number, has to be referenced in the Ordinance. K. Scott stated that the amendment will add the panel numbers to the Zoning Ordinance.

MOTION was made by Councilor W. Steere to SET a 1st reading, for May 18, 2023, to introduce a proposed amendment to the Code of Ordinance, Chapter 350-55. Special Flood Hazard Areas and Flood Fringe Lands; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

- b. Proposed amendment to Section 350-5. Definitions
To include definitions from VII. Special Regulations, Section 58.1 Cannabis, A. Retail Sales

Councilor W. Worthy stated that the Town Clerk would like to request a first reading at the next Council meeting for a proposed amendment to the Zoning Ordinance Chapter in the Code. Councilor W. Worthy stated that the proposal is to add the definitions for terms used in Section 58.1 Cannabis, A. Retail Sales. Councilor W. Worthy stated that this first reading would follow the completion of the public hearing for the adoption of Section 58.1 Cannabis, A. Retail Sales. Councilor W. Worthy stated that if that public hearing is not completed prior to this first reading the Clerk will ask Council to table this item.

MOTION was made by Councilor C. Greathouse to SET a 1st reading, for May 18, 2023, to introduce a proposed amendment to the Code of Ordinance, Chapter 350-5. Definitions; seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED

IX. Town Council Correspondence/ Discussion

- 1. Councilor W. Worthy stated that Council has received correspondence from the Providence Monthly Meeting Quakers regarding the Golden Rule Peace Ship. Councilor W. Worthy stated that a welcome resolution is attached if Council wants to support.

No action taken by Council

X. Department Head Reports/Discussion

Councilor W. Worthy asked if any Department Heads would like to speak and if so to please come to the microphone.

1. R. Shields, Recreation Director, wanted to let the Council know that the F/G Regional School had a first reading on a revision to their use of facilities form. R. Shields stated that the proposed first reading included a proposal to charge the town \$100 per day plus the cost of a custodian for all town recreational use of the facility. R. Shields stated that it would be a cost approximately \$7500 which would make it difficult to run those programs. Councilor W. Steere stated that if this policy is adopted then the town would need to review . Councilor W. Steere stated his opinion that it does not make sense for the school to charge taxpayers for the use of facilities that they pay for. R. Shields stated that this is a subcommittee of school committee members who are reviewing policy . Councilor W. Steere thanked R. Shields for bringing this forward.
2. J. Luszcz, Human Services Director, stated that he will be holding a food drive on May 13, 2023 from 12-3 pm at Navigant Credit Union. Mr. Luszcz informed the Council that he received a donation of food from a Ms. Gigiulio (sp?) from Williams and Stuart Real Estate. Mr. Luszcz also stated that he received a \$1500 legislative grant from the Senate.

Councilor W. Worthy asked if any Council members had questions for department heads.

Discussion: None

XI. Bds. and Commissions Reports/ Discussion

Councilor W. Worthy asked if any Board or Commission representatives wished to speak .

Discussion: None

Councilor W. Worthy asked if Council had any questions for any of our Board members present.

Discussion: None

XII. Open Forum

Councilor W. Worthy asked if anyone wished to speak on any other items and if so state your name for the record when called upon to come up to the microphone.

Discussion:

1. A. Wachter, Gloucester Little League (GLL) wanted to let the Council know that the Juniors team is not able to use Leja Field in spite of completing a field use form. A. Wachter stated that the reason is that the Ponaganset Middle School (PMS) team has been using the field from 4-6 pm and they have not filled out a field use form. R. Shields, Rec. Director, stated that this is the first time he is hearing this news. R. Shields stated that he contacted the PMS Athletic Director last February and asked if the team would be using the field and he was told no. R. Shields stated he scheduled the GLL for use of the field as they had filled out a use form. R. Shields stated it is a bit unsettling that

PMS is using the field and he has never received a use form from PMS. R. Shields stated he was unaware that PMS was impeding a scheduled team from using the field. Councilor W. Steere asked if R. Shields could reach out to the Athletic Director. Councilor S. Arnold also stated there is a need to contact the Athletic director . Councilor S. Arnold stated that the PMS season should be ending soon . R. Shields stated he would contact the Athletic Director.

A. Wachter stated that GLL is trying to accommodate the PMS team especially because the season should be ending soon. A. Wachter also stated that PMS was using GLL equipment which is another concern. A. Wachter stated her opinion that she does not agree with the school charging the town for use in the first reading policy proposal discussed earlier.

A. Wachter informed Council that GLL is going to be receiving two \$500 donations: 1) from Friendship Lodge and 2) from the EDC. A. Wachter then made a suggestion for financing the Leja dugouts which included funds from donations, GLL and the town budget. Councilor W. Worthy also stated that there is another sponsor and referred to an attendee at the meeting (no name given) Councilor W. Steere raised his concern of a town commission donating town funds to GLL.

XIII. Seek to Convene to Closed Executive Session Pursuant to:

A. R.I.G.L. 42-46-5(a)(2) Collective Bargaining - Discussion, vote or other action by Town Council

MOTION was made by Councilor S. Arnold to ADJOURN to Closed Executive Session pursuant to R.I.G.L. 42-46-5(a)(2) Collective Bargaining; seconded by Councilor W. Steere

Discussion: None

VOTE: Councilor Worthy asked the Clerk to Poll the Council

Councilor J. Burlingame- Aye

Councilor C. Greathouse- Aye

Councilor W. Steere- Aye

Councilor S. Arnold - Aye

Councilor W . Worthy-Aye

MOTION PASSED

XIV. Reconvene Open Session - Disclosure of votes taken in Executive Session & Consideration of the Sealing of Minutes - Discussion and/or Action

AFTER EXECUTIVE SESSION

MOTION was made by Councilor W. Steere to RECONVENE Open Session; DISCLOSE zero (0) votes were taken in Executive Session; and to SEAL the minutes of Closed Executive Session; seconded by Councilor C. Greathouse

VOTE: Councilor Worthy asked the Clerk to Poll the Council

Councilor J. Burlingame- Aye

Councilor C. Greathouse- Aye
Councilor W. Steere- Aye
Councilor S. Arnold - Aye
Councilor W . Worthy-Aye

MOTION PASSED

XV. Adjourn

MOTION was made by Councilor W. Steere to ADJOURN at 10:00 p.m.; seconded by Councilor S. Arnold

Discussion: None

VOTE: AYES- J. Burlingame, C. Greathouse , W. Steere, S. Arnold , W. Worthy
NAYS-0

MOTION PASSED