

At a meeting of the Town Council holden in and for the Town of Gloucester on January 3, 2019:

I. Call to Order

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

II. Roll Call

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

Also Present: Jean Fecteau, Town Clerk; Tim Kane, Town Solicitor; Susan Harris, Deputy Town Clerk; Diane Brennan, Finance Director; Joseph DelPrete, Chief of Police; Karen Scott, Town Planner; Kenneth Johnson, Building/Zoning Official; Gary Treml, Director of Public Works; and Melissa Bouvier, Senior Center Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Open Forum - For Agenda Items

None.

V. Consent Items - Discussion and/or action

- A. Approval of Town Council regular meeting minutes of December 20, 2018 & Special Meeting of January 2, 2019

MOTION was made by Councilor Reichert to APPROVE the Town Council meeting minutes of December 20, 2018 and Special meeting of January 2, 2019; seconded by Councilor Henry.

Discussion: Councilor Forgue stated that he must abstain from voting because he was not yet sworn in as a Council member at the December 20, 2018 meeting.

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

NAYS-0

ABSTAIN - Forgue

MOTION PASSED

VI. Unfinished Business

- A. Authorization: Memorandum of Understanding, July 1, 2019 to June 30, 2020, between Town of Gloucester & F/G Regional School District, RE: Use of tonnage space within Town's cap (RI Resource Recovery) - Discussion and/or action

Councilor G. Steere called on the Director of Public Works to respond. Gary Treml, Director of Public Works, stated that there is plenty of room under our cap, therefore, this would not be a problem.

MOTION was made by Councilor Reichert to AUTHORIZE the Town Council President to sign a Memorandum of Understanding, for July 1, 2019 to June 30, 2020, between the Foster- Gloucester Regional School District and Town of Gloucester to allocate 80 tons on the Town's cap to the Region with the agreement that the Region will pay any costs that affect our cap tonnage or recycling due to this agreement; seconded by Councilor W. Steere.

Discussion: Councilor Henry requested that the Motion state that we get a letter from the Region stating that they will pay in the event that the cap is exceeded. Councilor G. Steere stated that the agreement will be signed by the Region, therefore it will be in writing.

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

MOTION PASSED

VII. New Business

A. Boards and Commissions

1. Appointments - Discussion and/or Action

a. Conservation Commission

Two 3-year terms to expire 1/2019

Councilor G. Steere stated that these appointments are for the expired terms of Matt Varatta and Mike Ahnrud. Councilor G. Steere stated that the Chair has stated that both he and Mr. Varatta wish to be reappointed.

MOTION was made by Councilor Henry to REAPPOINT Matt Varatta & Mike Ahnrud to the Conservation Commission for three year terms to expire 1/2022; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

b. Zoning Board

Two 1-year terms to expire 1/2019

Councilor G. Steere stated that this item is for the expired terms of the two Alternate positions held by Joe Fogarty and Ray Lombardi. Councilor G. Steere noted that the Chair has stated that Ray Lombardi **does not** wish to be reappointed. Councilor G. Steere stated that the Clerk will update Council with talent bank info for next meeting.

Councilor W. Steere asked if the Council needs a letter from Ray Lombardi stating that he no longer wants to serve on the Zoning Board. Jean Fecteau, Town Clerk, replied that he is not resigning, but does not wish to be reappointed. Councilor G. Steere stated that a letter is required if a member resigns mid-term, but Mr. Lombardi's term just ran out.

MOTION was made by Councilor W. Steere to REAPPOINT Joseph Fogarty to the Zoning Board, for the one year Alternate #2 position, to expire 1/2020; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

MOTION was made by Councilor W. Steere to TABLE Zoning Board Alternate #1 position for a term to expire 1/2020; seconded by Reichert.

Discussion: Jean Fecteau, Town Clerk stated that she is working with the Chair to determine if the Alternate #2 member would like to move up to the Alternate #1 position, and, if so, Council can rearrange at next meeting.

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

MOTION PASSED

- c. Tax Assessment Board of Tax Assessment Review  
One 6-year term to expire 12/2024

Councilor G. Steere stated that this item is for the expired term of Tom Cash. Councilor G. Steere stated that Tom has once again agreed to help us by staying on. Councilor G. Steere noted that the Clerk has been trying to recruit someone with an interest in this board so that Tom could show them how this board operates before he “retires” from his many years of service. Councilor G. Steere was appreciative that Tom has agreed to continue for now.

MOTION was made by Councilor Reichert to REAPPOINT Tom Cash to the Tax Assessment Board of Review for a 6 year term to expire 12/2024; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

- 2. Creation of Board and/or potential charge relating to Economic Development - Discussion and/or Action

Councilor Forgue stated that he asked for this to be on the agenda because it would be nice to have business men and women serve on a board that would create some economic stimulation in our Town. Councilor Forgue felt that a “think tank” for economic development may be good for our Town. Councilor G. Steere noted that the Council has had discussion about that several times over the past few years. Councilor W. Steere stated he felt this was a good idea. Councilor W.

Steere noted that we have a charge that we can look at, then we would go about recruiting people to serve on the board. Councilor G. Steere suggested that the Council members review the existing charge and make any changes to be discussed at the next meeting. Councilor G. Steere noted that the GBA is very active and perhaps some of those members could be approached.

There was Council consensus to put this on the next agenda.

B. Personnel

1. Police Department - Promotion

a. Patrolman to Sergeant - Discussion and/or Action

Councilor G. Steere stated the Council has received a request from the Chief:

To: The Honorable Town Council  
From: Joseph DelPrete, Chief of Police  
Date: December 17, 2018  
Ref: Sergeant Promotion

I respectfully request to promote Officer Timothy Heston to the rank of Sergeant on the Gloucester Department.

Officer Heston was selected out of five candidates who interviewed for this position. I would request that this promotion become effective on January 6, 2019 and be formerly approved at the January 3, 2019 Town Council meeting.

Respectfully Submitted,

Joseph DelPrete, Chief of Police  
(end of memo)

Discussion: None.

MOTION was made by Councilor Reichert to APPROVE the promotion of Officer Timothy Heston to the rank of Sergeant on the Gloucester Department effective January 6, 2019; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

Councilor W. Steere congratulated Sgt. Heston on his promotion.

C. DEPARTMENT APPOINTMENTS: Terms Concurrent with Town Council - Discussion and/or action

Councilor G. Steere stated that at the first regular Council meeting following a general election the Town Council appoints their department heads for the coming two year term.

Discussion: None.

MOTION was made by Councilor W. Steere to APPOINT for 2019 & 2020 the following:

1. Chief of Police - **Joseph DelPrete**
2. Director of Finance - **Diane Brennan**
3. Director of Public Works - **Gary Trembl**
4. Tax Collector - **Jane Steere**
5. Deputy Town Treasurer - **Jane Steere**
6. Zoning Official - **Ken Johnson**
7. Building Inspector - **Ken Johnson**
8. Deputy Town Clerk - **Susan Harris**
9. Town Planner - **Karen Scott**
10. Director of Human Resources - **Diane Brennan**
11. Town Solicitor - **Timothy Kane**
12. Assistant Town Solicitor - **William Bernstein**
13. Electrical Inspector - **James Clarke**
14. Plumbing Inspector - **Gary Coyne**
15. Mechanical Inspector - **Albert Danti**
16. Animal Control Officer/Appraiser of Dog Damage - **Penny Silvia**
17. Asst. Animal Control Officers -
18. Director of Emergency Management - **Gerry Mosca**
19. Probate Judge - **Jane Gurzenda**
20. Recreation Director - **Robert Shields**
21. Deputy Tree Warden - **Todd Anderson**
22. Sealer of Weights & Measures - **Robert Salley**
23. Honorary Town Historian - **Edna Kent**

seconded by Councilor Henry.

Discussion: Councilor W. Steere noted that Senior Center Director is not listed. Joseph DelPrete, Chief of Police, stated that there is an error regarding the Assistant Animal Control Officers. Chief DelPrete stated that both Melissa White and Christopher Mooney have resigned. There was Council consensus to put these appointments on the next Council agenda.

Councilor W. Steere WITHDREW his motion and Councilor Henry WITHDREW her second.

MOTION was made by Councilor W. Steere to APPOINT for 2019 & 2020 the following:

1. Chief of Police - **Joseph DelPrete**
2. Director of Finance - **Diane Brennan**
3. Director of Public Works - **Gary Trembl**

4. Tax Collector - **Jane Steere**
5. Deputy Town Treasurer - **Jane Steere**
6. Zoning Official - **Ken Johnson**
7. Building Inspector - **Ken Johnson**
8. Deputy Town Clerk - **Susan Harris**
9. Town Planner - **Karen Scott**
10. Director of Human Resources - **Diane Brennan**
11. Town Solicitor - **Timothy Kane**
12. Assistant Town Solicitor - **William Bernstein**
13. Electrical Inspector - **James Clarke**
14. Plumbing Inspector - **Gary Coyne**
15. Mechanical Inspector - **Albert Danti**
16. Animal Control Officer/Appraiser of Dog Damage - **Penny Silvia**
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18. Probate Judge - **Jane Gurzenda**
19. Recreation Director - **Robert Shields**
20. Deputy Tree Warden - **Todd Anderson**
21. Sealer of Weights & Measures - **Robert Salley**
22. Honorary Town Historian - **Edna Kent**

seconded by Councilor Reichert.

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

MOTION PASSED

Councilor G. Steere stated that at the next meeting, the Council will appoint the Assistant Animal Control Officers and the Senior Center Director.

D. Annual Appointments - 2019

1. Tree Warden - Discussion and/or action

Councilor G. Steere stated that the current Tree Warden, Sandra Shepard, has stated she would like to be reappointed. Councilor G. Steere stated that Ms. Shepard has submitted her current Arborist License to the Clerk's Office.

MOTION was made by Councilor Reichert to REAPPOINT Sandra Shepard to the position of Tree Warden for 2019; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

E. Town Council Liaisons for Boards, Comm. & Depts.- Discussion and/or Action  
Councilor G. Steere explained that at the start of each term Council members choose which Council member will be liaison to different departments or boards.

Discussion: Councilor G. Steere stated that there has been some discussion among Council members and everybody seems to be happy with the departments assigned to them. Councilor G. Steere noted that with Councilor Burlingame leaving and Councilor Forgue coming on, there are several changes. Councilor G. Steere further stated that if we are going to be talking about the EDC again, we should probably put it back on the list. Tim Kane, Town Solicitor, stated that if EDC is not on the list, we would have to add it at the next meeting. Councilor Forgue stated that he would be more than happy to serve as the liaison to a future Economic Development Commission.

MOTION was made by Councilor Henry to APPOINT the following liaisons for the 2019 - 2020 term:

**TOWN COUNCIL LIAISONS  
2019 - 2020**

1/2019 to 12/2020 - Adopted at the 1/3/19 Town Council meeting.

Councilor Forgue:

- Conservation Commission
- Historic District Commission
- Glocester Home Repair Program
- Human Resources (Personnel)
- Senior Center

Councilor Reichert:

- Housing Authority
- Planning Office & Planning Board
- Public Works
- Scituate Watershed Commission
- Sealer of Weights & Measures

Councilor Henry:

- Budget Board
- Finance
- School Department
- Recreation Director & Commission

Councilor G. Steere:

- Building/Zoning Office (to include Zoning Board)
- Human Services
- Parade Committee

Town Clerk  
Honorary Town Historian

Councilor W. Steere:

Affordable Housing Advisory Board  
Community Resource and Wastewater Advisory Commission  
Land Trust Trustees  
Public Safety: to include Police, Fire Safety Commission, Animal Control, Emergency Management & Harmony Hill School

seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

- F. Boards & Commissions Appointments - Terms concurrent with Town Council to expire 1/2021-
  - 1. Board of Contracts & Purchases  
Two (2) expired terms  
One (1) expired Ad Hoc term

Councilor G. Steere stated that per the Town's adopted Procurement Policy, the Finance Director, Town Clerk, and a department head, not requesting the bid, are members of this board.

MOTION was made by Councilor Reichert to APPOINT Diane Brennan, Finance Director, Jean Fecteau, Town Clerk, and to authorize the Ad Hoc member as a Department Head, not initiating the bid process, to the Board of Contracts & Purchases for a term to expire 1/2021; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

- 2. Recreation Commission  
Five (5) expired terms

Councilor G. Steere stated that the current members were notified that reappointments were due with no response. Councilor Henry stated that she has spoken with the members and everybody is all set to continue.



MOTION was made by Councilor Henry to REAPPOINT Stephen Alexander, Thomas Lemos, Christy Long, Crystal Charbonneau, and Jamie LaRose to the Recreation Commission for a term to expire 1/2021; seconded by Councilor Reichert.

Discussion: Councilor Henry stated that when she came on to the Council two (2) years ago, as the liaison to Recreation, that board had not met in several years. Councilor Henry stated that these are all new members, with the exception of Stephen Alexander, and they are all, finally, a good team.

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

MOTION PASSED

3. Safety Commission  
Seven (7) expired terms  
Three (3) expired At Large Members

Councilor G. Steere stated that the membership on this committee is outlined in charge of committee:

MOTION was made by Councilor Reichert to APPOINT Joseph DelPrete, Police Chief; Gerry Mosca, Emergency Management Director; Gary Treml, Public Works Director; Chief Richard Waterman, Harmony Fire Chief; Robert Dauphinais, Chepachet Fire Chief; Christopher Labutti, West Gloucester Fire Chief; Kimberly Hopkins, School Bus Coordinator & Members at Large: Earl Newman, Russell Gross & Darlene Shields for terms to expire 1/2021; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

4. Scituate Watershed Commission  
Two (2) expired terms

Councilor G. Steere stated that this Board was created with the Town Planner and a representative from the Conservation Commission as members.

MOTION was made by Councilor Reichert to REAPPOINT Karen Scott and Roy Najecki to the Scituate Watershed Commission for a term to expire 1/2021; seconded by Councilor Forgue.

Discussion: None.

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

MOTION PASSED

5. Blackstone Valley Watershed Commission  
One (1) expired term

MOTION was made by Councilor Reichert to REAPPOINT Elizabeth Tetreault to the Blackstone Valley Watershed Commission for a term to expire 1/2021; seconded by Councilor W. Steere.

Discussion: Councilor Henry questioned if anyone has reached out to Elizabeth Tetreault. The Clerk stated letters regarding reappointments went out.

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

MOTION PASSED

6. Woonasquatucket River Committee  
One (1) expired term

Councilor G. Steere stated that this member is to be the Town Planner.

MOTION was made by Councilor Reichert to REAPPOINT Karen Scott to the Woonasquatucket River Committee for a term to expire 1/2021; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

7. Affordable Housing Advisory Board  
(5) Five expired terms

MOTION was made by Councilor Reichert to REAPPOINT (current members) Michael Kopeski, Daniel Nardelli, Cathleen Griffeth & Linda Laliberte to the Affordable Housing Advisory Board for terms to expire 1/2021; seconded by Councilor W. Steere.

Discussion: Councilor W. Steere noted that is four out of the five members to make up the board. The Clerk noted there is one vacancy at this time.

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

## MOTION PASSED

### G. Capital Improvement Program 2019-2020 - Receipt of Planning Board determination to Town Council - Discussion and/or Action

Karen Scott, Town Planner, explained that every year, the Planning Board solicits capital improvements from all departments to be considered at a meeting. K. Scott stated the Planning Board is to determine whether requests are consistent with the Comprehensive Plan. K. Scott stated that this year there was one request, from the Police Department, which the Planning Board has determined is not inconsistent with the Comprehensive Plan. K. Scott stated the Planning Board did note that one of the requests was for a Pistol/Rifle range. K. Scott stated that while the Planning Board supported the idea and found it was consistent with Comprehensive Plan they expressed that the siting of the range be carefully reviewed for consistency also.

### F. Compensation Non Union Salary Classification & Compensation Plan - Discussion and/or Action

Discussion: D. Brennan stated at the next Council meeting there should be some information for Council to review regarding compensation plan for non union employees. Councilor G. Steere asked Diane Brennan, Finance Director, what has been done about the three (3) positions that have been discussed. D. Brennan replied that there were three (3) stipend-type positions that were outside the realm of the tiers and there was a request to get information from neighboring communities regarding salaries for Parks & Rec, Human Services, and EMA Director. D. Brennan stated that hopefully, this will be ready for the next meeting. Councilor G. Steere stated that although they are called “stipend positions”, they should be included.

Councilor Reichert stated that he spoke to the Director of Public Works regarding the Highway Department compensation, adding that it is still up in the air. Councilor W. Reichert stated we will continue to work on that compensation piece.

## VIII. Town Council Correspondence and/or Discussion

A. Councilor G. Steere stated that an invitation was received from the City of East Providence for their swearing-in ceremony on January 8<sup>th</sup> when the City will swear in their first elected mayor.

## IX. Department Head Reports/Discussion

A. Joseph DelPrete, Chief of Police, spoke about the condition of the Police Station. Chief DelPrete stated that a new roof was put in a few years ago with capital funds and along with that replacement windows were funded which will be happening soon.

Chief DelPrete stated that currently the heating system is in disrepair. Chief DelPrete stated he is working with the Finance Director to fund a replacement with an emergency appropriation or a capital appropriation for July, 2019. The Chief stated he has a “pond” in his garage and there are water issues in the back causing ice in the parking lot, which could be dangerous as the officers use the parking lot. Chief DelPrete further stated that the septic system is on the verge of failing. The Chief stated the system was pumped today but that he will continue to work with Gary Treml and the vendor to test the system to determine how long it might last.

Chief DelPrete noted, for the good news, we have \$100,000 EMA grant this year to replace the generator and will bid out for electrical engineering and installation. Chief DelPrete also noted that included in that work there will be some reconfiguration of the back lot.

Chief DelPrete requested that the Council appoint a Building Renovation Committee to review the proposed renovations needed, evaluate a needs assessment and consider an expansion of the Police Station of 1800 to 2000 sq. ft. Chief DelPrete stated that some people in the community have already offered to serve on the committee. Chief DelPrete stated when done reviewing the Committee can make a recommendation to Council. Chief DelPrete asked that this be on the agenda for the next Council meeting. Chief DelPrete stated he feels this would set the station up for the next 30 years.

Regarding the water, the Chief stated he does not know where it is coming from and we may have to have an engineer come in and look at assess the situation. Councilor G. Steere stated that a lot of people are having water issues due to the excessive rain we have had and that could also be contributing to the septic system problem as well. The Chief stated this is the worse it has ever been. Councilor W. Steere asked if the water problem is impacting the stability and/or usability of the garage. The Chief answered negative but stated he has mold, black mold and that he has seized equipment that is probably ruined. The Chief stated he would like to move forward with the committee for the next phase. Chief DelPrete asked that this be on the agenda for the next Council meeting. Councilor G. Steere replied in the affirmative.

- B. Diane Brennan, Finance Director, reported that yesterday she learned that the Senior Accountant/Financial Analyst has put in her notice and tomorrow will be her last day. D. Brennan stated that she will pursue to get that position filled and noted that the intern is on school break and is available to work on some small projects.

X. Bds. and Commissions Reports/ Discussion

None.

XI. Open Forum

None.

XII. Adjourn

MOTION was made by Councilor Forgue to ADJOURN at 8:11p.m.; seconded by Councilor Reichert.

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

NAYS-0

MOTION PASSED