

At a meeting of the Town Council holden in and for the Town of Gloucester on March 16, 2022

I. Call to Order

The meeting was Called to Order at 7:33 P.M.

II. Roll Call

Members present: William E. Reichert , President; Stephen Arnold; William A. Worthy, Jr.; David Laplante

Member absent: Walter M. O. Steere, III

Also Present: Jean Fecteau, Town Clerk; David Igliazzi, Town Solicitor; Christine Mathieu, Deputy Town Clerk; Adam Muccino, Finance Director; Chief Joseph Delprete; Gerry Mosca, EMA Director; Gary Treml, Director of Public Works; and Karen Scott, Town Planner.

III. Pledge of Allegiance

All stood for the Pledge of Allegiance

IV. Open Forum - For Agenda Items

1. L. Gaddis-Barret, resident, voiced her opinion regarding the three proposed policies that were on the agenda. Regarding the proposed social media policy; Ms. Gaddis-Barret stated we may have an issue if content is turned off and/or removed. Regarding the proposed liaison policy; Ms. Gaddis-Barret stated access to liaisons is invaluable and feared the policy may not promote enough interaction between the Council liaison and the board. Councilor Reichert stated that a liaison may speak but it is the entire council that makes decisions. Regarding the proposed security camera policy; Ms. Gaddis-Barret stated it may hinder full access by taxpayers.

J. Fecteau, Town Clerk, asked the Council to consider hearing a matter out of order here instead of during Open Forum. Councilor Reichert stated his agreement.

2. K. Leahy, resident, presented Council with a picture of the lending library he chose for his Eagle Scout project. K. Leahy stated that he would assemble it and paint it in order for the town to then install it at the Pavilion. G. Treml, Director of Public Works, will work with K. Leahy regarding the paint information. Councilor Worthy asked for clarification as to how the lending library would be managed. K. Leahy stated that he would stock the library, which is a "take one and leave one" library that would be checked by the troop weekly. The Clerk will provide any documentation of the Council's consensus if needed.

V. Consent Items - Discussion and/or Action

- A. Approval of Town Council Minutes : Regular meeting of March 3, 2022
- B. Tax Assessor's Additions and Abatements - February 2022
- C. Finance Director's Report- February 2022
- D. Pole Grants
  - 1. Saw Mill Road - Install 1 pole, #110 1/2
  - 2. Absalona Hill Road - Install 2 poles, #17 1/2 & 18A

MOTION was made by Councilor Worthy to APPROVE the Town Council minutes of March 3, 2022; No

ADDITIONS or ABATEMENTS for February 2022; to ACCEPT the Finance Directors Report for February 2022; and to APPROVE the Pole Grants to Saw Mill Road, New pole #110 1/2; and Absalona Hill Road, 2 New poles #'s 17 1/2 & 18A; seconded by Councilor Arnold.

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

VI. Unfinished Business

A. Boards and Commissions

1. Resignations - Discussion and/or Action

a. Land Trust

1. Position # 2- term to expire 2/28/2026

Councilor Reichert stated that this item is for the resignation of Steven St. Pierre which was tabled last meeting.

MOTION was made by Councilor Worthy to ACCEPT , with thanks, the resignation of Land Trust member Steven St. Pierre, Position #2, effective 2/17/2022; seconded by Councilor Arnold

Discussion: Councilor Arnold stated that it is a tremendous loss for the Town and the Land Trust. Councilor S. Arnold offered big thanks for all Mr. St. Pierre has done as a great leader.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Appointments- Discussion and/or Action

a. Recreation Commission

1. Position # 1- One unexpired term to expire 12/31/22

2. Position # 5- One unexpired term to expire 12/31/22

Councilor Reichert stated that there is no recommendation at this time and unless a Councilor has a recommendation, Council can table.

MOTION was made to TABLE the appointment to the Recreation Commission, Position #1 and Position # 5 ; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

b. Economic Development Commission

1. Position #2 - Two year term to expire 12/31/2022

Councilor Reichert stated that there is no recommendation at this time and unless a Councilor has a recommendation Council can table.

MOTION was made by Councilor Worthy to TABLE the appointment to the Economic Development Commission, Position #2; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

c. Budget Board

1. Position # 3- One unexpired term to end 12/31/2023

Councilor Reichert stated that there is no recommendation at this time and unless a Councilor has a recommendation Council can table.

MOTION was made by Councilor Arnold to TABLE the appointment to the Budget Board, Position #3; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

d. Parade Committee

1. Alternate #1
2. Alternate #2
3. Position # 8
4. Position # 9

MOTION was made by Councilor Worthy to TABLE the open positions: Alternate 1 & 2; and Positions 8 & 9 on the Parade Committee; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

e. Land Trust

1. Planning Board Member at large- One year term to expire 2/2023

Councilor Reichert stated that this appointment is for the expired term of Janine Pitocco. Councilor Reichert stated that Ms. Pitocco has stated she would like to be reappointed. Councilor Reichert stated that the Planning Board voted March 14<sup>th</sup> to recommend reappointment.

MOTION was made by Councilor Worthy to REAPPOINT Janine Pitocco to the Land Trust, member at large from the Planning Board, for a term to expire 2/2023; seconded by Councilor Laplante.

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Position # 2- term to expire 2/28/2026

Councilor Reichert asked if any Councilor has a recommendation and if not, then Council can table.

Councilor Worthy stated that he spoke with R. Najecki, Member of Land Trust, who asked if this matter could be tabled.

MOTION was made by Councilor Worthy to TABLE the appointment to the Land Trust, Position #2; seconded by Councilor Arnold

Discussion:

Councilor Laplante explained that David Decost reached out to him about the position. Councilor Laplante stated that D. Decost is on the talent bank list; that he is a civil engineer with experience with dams and bridges ; and, he would like him to be considered by the Council at the next meeting. Councilor Laplante added that he seems to be a good candidate with good credentials especially as to dam experience. Councilor Worthy stated he spoke with Danny Pearson who was on the Conservation Commission in the past and would like him to be considered.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

f. Historic District Commission

1. Position # 3 - term to expire 11/01/2024

Councilor Reichert stated that the Chair of the Historic District has recommended Neil Esposito Jr. and that Mr. Esposito is in the Talent Bank.

MOTION was made by Councilor Worthy to APPOINT Neil Esposito ,Jr. to the Historic District Commission, Position #3, for a term to expire 11/1/2024; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

B. Social Media Policy-Discussion and/or Action

MOTION was made by Councilor Arnold to ADOPT the Town of Gloucester Social Media Policy, dated March 16, 2022; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

Discussion: Councilor Arnold stated that he did not see anything about turning the two way comments off in the policy and that the main point of the policy is to disseminate information about the town and drive people back to our website. L. Gaddis -Barret read the paragraph in the policy which she felt applied to the turning off of comments. Chief Delprete explained that the section was intended for safety purposes to remove threats, inappropriate conduct and did not apply to constructive criticism. Chief Delprete stated that the policy would be part of the department open records area.

C. Proposed Policies

1. Liaison Policy-Discussion and/or Action

MOTION was made by Councilor Worthy to ADOPT the Town Council Liaison Policy, dated March 16, 2022; seconded by Councilor Laplante

Discussion: Councilor Arnold stated he appreciates the edits that have been done as in his opinion the prior proposal(s) contained to him a tone that seemed to discourage Councilors from attending meetings of boards. Councilor Arnold stated his opinion that Councilors may attend the meetings and speak but for themselves only. Councilor Worthy explained that he did not like the policy at first and that is why he was frustrated. Councilor Worthy stated that he cares and he felt frustrations at some meetings. Councilor Worthy stated that he now understands that there needs to be checks and balances between the Council and the boards.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Security Camera Policy- Discussion and/or Action

MOTION was made by Councilor Worthy to ADOPT the Town of Gloucester Security Camera Policy, dated March 16, 2022 ; seconded by Councilor Arnold

Discussion: Councilor Arnold confirmed that the camera had no audio just video. J. Fecteau explained that the part that was added gives the Police Chief or the IT Director the authority to access the recording and preserve it if there is an emergency as long as they provide a written report to Council afterwards. Chief Delprete gave an example of a time where this process was used successfully. Chief Delprete confirmed that the camera is on a loop of approximately 14-21 days. J. Fecteau added that if a Councilor were to request to see something the Chief or the IT Director could preserve it while the approval is pending.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

D. American Rescue Plan Act Funds - Discussion and/or Action

1. Review additional proposed use of funds

Councilor Reichert stated that Council has received a memo from the Town Planner outlining the proposed requests for funds:

a. INTERNAL PROGRAMS

1. Police Department Mobile Repeaters - Change prev. approved allocation (\$70,000) to new category "Mobile Radio upgrades" and add \$30,000 for \$100,000 total.

Councilor Reichert stated that for this item, if approved, Council needs to rename the previously approved "Mobile repeaters for first line vehicles for public safety radio coverage" in the amount of \$70,000 to "Mobile Radio upgrades" and approve an additional \$30,000 with a motion.

Discussion: J. Fecteau stated that the full memo is included in Councilor's packet but if a more detailed explanation is needed then K. Scott could give an explanation.

MOTION was made by Councilor Worthy to rename the previously approved, January 11, 2022, "Mobile repeaters for first line vehicles for public safety radio coverage" allocation in the amount of \$70,000 to "Mobile Radio upgrades" and approve an additional \$30,000 for a total reserve of \$100,000; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Police Department & EMA - Gator 4x4 ATV and trailer

Discussion: G. Mosca, EMA Director, explained his department saw the need for these vehicles after the police used private ATV'S and a fire department vehicle to transport people during the town's COVID

clinics. G. Mosca stated that this new vehicle would be used for mutual aid to other communities as well as during search and rescues. G. Mosca explained that the gator can carry patients and equipment. G. Mosca stated that a trailer is being requested in order to be able to store the gator and the equipment. G. Mosca stated that he has not received a definite price but that he does have an estimated price. Councilor Laplante asked where the trailer would be stored. G. Mosca stated it most likely will be stored at the police station. Chief Huestis, Chepachet Fire Department, stated that they had purchased a similar vehicle and would give G. Mosca information if needed. G. Mosca stated he would have a fixed price and information for the council at the next meeting.

MOTION was made by Councilor Arnold TO TABLE consideration of the Police Station & EMA - Gator 4X4 ATV and trailer project; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

### 3. Finance - Retention Incentive

Discussion: A. Muccino, Finance Director, explained that this is something that is available for consideration through the ARPA funds to reward those employees who worked during the COVID pandemic. A. Muccino stated that he wanted to make the Council aware of this possibility. Councilor Worthy asked the number of town employees. A. Muccino stated sixty-six (66). Councilor Worthy asked if other towns were doing this and A. Muccino stated not many. Councilor Worthy asked an amount and A. Muccino stated that would be up to Council. Councilor Worthy asked if the money would be taxed and A. Muccino stated it would as it would be treated as a bonus.

MOTION was made by Councilor Laplante TO TABLE consideration of the Finance - Retention Incentive project; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

### 4. Police Department - Vehicles

Discussion: A. Muccino stated that historically two police vehicles are approved in the budget for purchase each year. A. Muccino stated that this proposal is to allocate ARPA funds for the purchase which would allow the Chief to begin shopping now instead of waiting for the budget to be approved, especially as supplies are very limited. Councilor Worthy asked how the funds become immediately available for the Chief to purchase the vehicles. A. Muccino stated that the town already has the money. Chief Delprete stated that he ordered two vehicles four months ago and has been informed by the dealer

that the vehicles would not be available for most likely two years. Chief Delprete stated that one administrative car will be used as a patrol car because the dealer did inform him that an administrative car was available but it would still need to be outfitted. Chief Delprete stated that a vehicle that cost \$ 32,000 is now \$ 48,000 and still needs to be outfitted. A. Muccino stated that the Budget Board approved the purchase of two cars per year for the next three years if ARPA funds were used . A. Muccino stated that using the ARPA funds for two cars per year for the three years would help the Chief with the historical purchase.

MOTION was made by Councilor Worthy to SET ASIDE \$100,000.00 through the American Rescue Act Fund for the following project: Police Department Vehicles; seconded by Councilor Laplante

Discussion: Councilor Reichert asked if the three years should be added to the motion. Councilor Arnold stated that he would like to start with two vehicles and then revisit the purchase of more vehicles when we see what is left of the money after all proposals.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

#### 5. DPW - Paving Program

Discussion: A. Muccino stated that the original thought was to try to use the ARPA funds to offset the fiscal year 2023 budget amount of \$800,000.00. A. Muccino stated that after conversations with G. Trembl, Director of DPW, that additional funds of \$200,000.00 are being requested instead due to the increase in the cost of asphalt and oil. Councilor Worthy asked the normal budgeted amount for paving. A. Muccino stated that it fluctuates from year to year. G. Trembl stated about \$450,000.00 to \$500,000.00. G. Trembl stated that this is an opportunity to get more work done. Councilor Laplante asked if the \$200,000.00 could be managed over the three years in a way that some projects could wait till prices came down in order to get even more benefit from the money. G. Trembl stated that would be considered and stated again that this is an opportunity to get more work done.

MOTION was made by Councilor Arnold to SET ASIDE \$200,000.00 through the American Rescue Act Fund for the following project: DPW - Paving Program; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

#### 6. EMA - Med Pods Trailer

Discussion: A. Muccino stated that this item is in the current fiscal year 2022 budget. A. Muccino stated that this is a request to allocate the \$15,000.00 from ARPA funds which will free up the money in the general fund for capitol. Councilor Worthy asked if this was for one trailer. A, Muccino stated that it was



for one trailer and if approved it would go out to bid.

MOTION was made by Councilor Worthy to SET ASIDE \$15,000.00 through the American Rescue Act Fund for the following project: EMA - Med Pods Trailer; seconded by Councilor Arnold.

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

#### 7. Program Administration

Discussion: K. Scott, Town Planner, explained that this amount will vary depending upon the number of approved applicants for external projects. K. Scott stated that if any of the external projects are managed as grants or loans then they will need to be administered. K. Scott stated that she is familiar with the federal regulations so she offered to administer. K. Scott suggested setting aside \$50,000. Councilor Worthy asked if K. Scott would need any additional staff to which K. Scott stated no. Councilor Arnold speculated that the amount would depend on the number that apply. Councilor Laplante asked about the oversight once the money was released. A. Muccino stated that he could provide the oversight through the new payroll system.

MOTION by Councilor Laplante to SET ASIDE \$50,000.00 to the staff time needed to direct, manage, and inspect the use of American Rescue Act Funds to non union municipal organizations and the administering of the \$50,000.00 will be overseen by the Finance Director; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

### **B. EXTERNAL PROGRAMS**

#### 1. Commercial Septic Program

Discussion: K. Scott, Town Planner, explained that this proposal of setting aside \$400,000.00 would be to fix the water and sewer problem in the Village. K. Scott stated that the RI Infrastructure Bank has many programs but that the one program they are missing is one that would help commercial private businesses upgrade their septic systems. K. Scott stated that she had a great meeting with the CEO of RI Infrastructure Bank and he was very interested in a possible pilot program with Glocester. K. Scott stated that Southern New England Partnership works on projects to improve water quality. K. Scott stated that Southern New England Partnership is interested in possibly cleaning up the Chepachet River of the pollution caused by the overflow of septic systems from the village. K. Scott is hopeful that these parties could all work together to solve the water and sewer problems in town. K. Scott stated that this is a great

opportunity. K. Scott explained that the initial money of \$400,000.00 would be leveraged by possibly grants or loans. Councilor Laplante asked if the owners would be invested and K. Scott stated that is her intent. Councilor Arnold stated that the water and septic issues are decades old problems and that he feels good about this project.

No action taken

## 2. Small Grant Program for Non-Profit Organizations

Discussion: K. Scott explained that the \$80,000.00 set aside amount is just a suggestion to have for the possible non profit organizations that may apply once the program is set up . K. Scott stated that there would be strict requirements regarding being awarded the money . K . Scott stated that one of the reasons is that the applicant must show a loss of revenue due to COVID based on evidence. K. Scott stated that increasing the number of applicants would increase the amount of administrative work. K. Scott suggested to have a call for proposals with a start and end date after which the Council may consider which ones to approve and the amount to be approved.

No action taken

## 3. Economic Development Commission – Marketing Materials.

Discussion: A. Sarje, EDC Chair, explained that the EDC is proposing a cohesive marketing strategy for the entire town called place branding or destination branding. A. Sarje explained that the EDC was suggesting hiring a marketing agency to look at the town and create a cohesive plan. A. Sarje gave an example of the town she worked for in South Carolina that went through this process. A. Sarje stated that this would be a one time investment. Councilor Arnold asked if the marketing agency would be outsourced. A. Sarje stated that it would have to go out to bid. A. Sarje offered to prepare a presentation for the next meeting.

No action taken

## 4. Dam Safety Program

Discussion: G. Mosca, EMA Director, explained the definition of a high hazard dam as being one that would result in loss of life if it failed. G. Mosca stated that the high hazard dams in town are Bowdish Lake and Lake Washington. G. Mosca stated that Waterman Lake dam is a high hazard but that the dam is in Smithfield on the border with Gloucester . G. Mosca is proposing to create a matching grant with the private owners with specific requirements. G. Mosca stated that he suggests offering a matching grant of up to \$50,000.00 as dam repair is expensive. G. Mosca stated the incentive is that dam owners are personally responsible if injuries occur. G. Mosca explained that DEM is scheduled to inspect Lake Washington now that a lot of the brush has been cleared. G. Mosca explained that the amount of brush on an earthen dam causes the damage. Councilor Arnold asked if there has been a dialog with Smithfield regarding Waterman Lake Dam. G. Mosca stated he had reached out to the Smithfield but would reach out again. G. Mosca stated that if this proposal is approved he suggests putting the grant applications out and specifying a three month time frame for the dam owners to apply. G. Mosca also stated that the dam owners would need to show proof of ability to match the grant. G. Mosca stated he will verify the status

of the Hawkins Dam in response to Councilor Worthy' s question

No action taken

#### 5. Mobile Repeaters – Fire Department

Discussion: Chief Waterman, Harmony Fire Department, stated he is before the Council to request funds through the ARPA to upgrade the department portable radios; install mobile repeaters in the fire and rescue apparatuses, and to install a multi command center in one vehicle. Chief Waterman explained each request in detail and stated the requests would help to increase safety and reliability. Chief Waterman stated that the total amount being requested is \$65,284.00 . Councilor Arnold asked if this amount was for all three fire departments. Chief Waterman stated the amount was just for Harmony Fire Department. Chief Huestis, Chepachet Fire Department stated that the department was never notified about the grant funds. J. Fecteau stated that the grant funding was advertized on the town's website as well as in the newspaper. Councilor Worthy asked if there had been an emergencies where the problem was experienced. Chief Waterman described a recent situation. Chief Delprete, Police Chief, stated that his department was moving away from the mobile repeaters as he has concerns as to their effectiveness. Councilor Laplante suggested that the three fire chiefs meet to discuss this matter and then bring one combined request back to the Council in the next two to four weeks. J. Fecteau stated that all the external requests would be on the agenda next meeting but Council should think about prioritizing.

No action taken

#### 2. Seeking further Public Input or proposals for use of funds

Other ideas for consideration: None

Discussion: None

#### E. The Village Common Program- Discussion and/or Action

Councilor Reichert stated that the Senior Center Director has forwarded a memo to Council which he read as follows :

To: The Honorable Town Council, 3/10/2022

We would like to move forward with the pilot program of The Gloucester Village. We are asking that John Luszcz, Holly Duffany and myself (Melissa Bouvier) could start advertising for volunteers. The plan would be that the 3 of us initiate this program in our town by encouraging volunteerism through advertisement and word of mouth. Once we have at least 8-10 volunteers we would then hold a group orientation with the Village Common representatives that included completing applications and the training process. We would then focus on spreading the word to members of the community that have needs and invite them to become "members".

Once the foundation of this program is put into place, we would then take a step back and allow the volunteers to take the lead. This is a neighbors' helping neighbors' program once it is up and running. The Town Council will never have to sign the MOU, that would be up to the volunteers, and there is no financial commitment required from the town. The Village Common gets funding through grants,

donations and a sliding scale fee from the members.

We are requesting that you allow us to move forward by placing an ad in the Bargain Buyer for volunteers and then eventually for the "members". These two full page ads would be the only financial investment on our end. I am sure that I could find the funds in my budget.

I would love if the ad could have our Town logo on it. I have attached a sample flyer/ad. We could make any changes that you see fit. I apologize that I can't be at the meeting, but we are eager to move forward with the program after receiving your approval.

Respectfully,  
Melissa Bouvier  
(end of memo)

Discussion:

Councilor Arnold stated that he is aware of the recent meetings M. Bouvier has had and that this is really neighbors helping neighbors. Councilor Arnold stated his opinion that the ad looks good and it's clear that it is a separate entity from the Council. Councilor Arnold stated his opinion that this is a great idea. Chief Delprete stated that the police department would be the 24 hour point of contact for calls .

MOTION was made by Councilor Worthy to AUTHORIZE the Senior Center Director to begin the process of instituting the pilot program of "The Gloucester Village" as a program through "The Village Common" and to AUTHORIZE advertising for the volunteers needed to run the program; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

## VII. New Business

### A. Boards and Commissions

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

##### a. Economic Development Commission

##### 1. Position #4 For a term to expire 12/31/2022

Councilor Reichert stated that this resignation is for Doug Lovett, Position #4, of Economic Development.

MOTION was made by Councilor Worthy to ACCEPT , with thanks, the resignation of Doug Lovett, Position #4, Economic Development; seconded by Councilor Arnold

Discussion: Councilor Arnold thanked D. Lovett for his contributions and Councilor Reichert stated that D. Lovett was a good guy.

VOTE: AYES- Laplante, Arnold, Worthy, Reichert

NAYS-0

MOTION PASSED

- 2. Appointments- Discussion and/or Action
  - a. Economic Development Commission
    - 1. Position #4 For a term to expire 12/31/2022

MOTION was made by Councilor Worthy to TABLE the appointment to the Economic Development Commission, Position #4; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

- b. Planning Board
  - 1. Position #4 For a term to expire 3/31/2027

Councilor Reichert stated that this appointment is for the spot filled last month by John Bart. Councilor Reichert stated that the term was due to expire one and a half months later, end of March.

Councilor Reichert stated that Council needs to reappoint for appointee’s full term.

MOTION was made by Councilor Laplante to REAPPOINT John Bart to the Planning Board, Position #4, for a term to expire 3/31/2027; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

- B. Gloucester Town Budget 2022-2023
  - 1. Accept 2022-2023 Budget for Public Hearing Discussion and/or Action

Councilor Reichert stated that tonight Council needs to acknowledge receipt of the Budget Board’s proposed budget for 2022/23 and accept it for public hearing. Councilor Reichert stated that the budget can be changed by Council, at the public hearing of April 19<sup>th</sup>, before being approved for the referendum.

MOTION was made by Councilor Worthy to ACCEPT, for Public Hearing, the Fiscal Year 2022/2023 working budget from the Budget Board; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

C. Personnel - Discussion and/or Action

1. Authorization to Seek to fill vacant position - Finance Office  
(Position approved previously)

Councilor Reichert stated that Council has received a memo from the Finance Director which he read as follows:

To: Honorable Gloucester Town Council, William Reichert, President  
From: Adam Muccino, Finance Director  
Re: Authorization to Seek to fill Vacant Position- Finance Office & Reallocation of Funds in Fiscal 22 for Finance Office Clerk Position  
Date: 03/15/2022

A previous Town Council had approved an additional Clerk for the Finance Office in the fiscal 2019 budget, yet that position was never filled and the position was removed from the Town budget. In 2019, the Finance Director, my predecessor, had identified the need for an additional Clerk in the Finance Office to assist with payroll processing and accounts payable processing.

Though the position was never filled, for reasons that I have not been able to identify, the need for the help in the Finance Office remains.

Backup or cross training in the Office as well as succession planning is an issue and adding an additional Clerk to the Finance Office staff will alleviate some of those concerns. The additional Clerk would be trained on accounts payable functions and payroll for the Town and School to ensure that Town & School financial operations continue should one of the existing Financial Clerks be out of the office for an extended period of time.

I have calculated the salary and fringe benefit expense to fill this position for the remaining (3) months of this fiscal year to be a total of \$16,776.00 (\$11,500 in wages+ \$2,102.19 in family medical & dental + \$815.62 FICA + 518 in Workers Compensation Insurance + \$1,840 in Municipal Pension).

In order to fund this expense, I propose the following reallocation in the fiscal 2022 budget:

- Move \$6,776 from 01-033-2010 Wages Tax Assessor Office Clerk
- Move \$10,000 from 01-080-2010 Wages Information Technology

The amounts identified above should be moved to:

- \$11,500 to 01-031-2010 Wages Clerical Treasurer's Office
- \$2,041 to 01-031-2255 Medical Insurance
- \$61.19 to 01-031-2260 Dental Insurance
- \$815.62 to 01-031-2250 FICA
- \$518 to 01-031-2253 Workers Compensation Insurance
- \$1,840 to 01-031-2260 Municipal Pension

I respectfully request that the Council authorize me to work with acting HR Director Don Zimmerman to post for the additional Clerk I or Clerk II, depending on experience of the applicant, and approve the reallocation of the fiscal 22 budget to fund said position.

Sincerely,

Adam R. Muccino  
(end of memo)

Discussion:

Councilor Laplante asked if moving funds from the Tax Assessor office and the IT Department would cause any issues. A. Muccino stated that there would be no issues as these were vacant budgeted positions. A. Muccino stated that the FY 2022-2023 budget includes a part time finance position. A. Muccino stated that one existing finance clerk has offered to step down to part time leaving two full time positions.

MOTION was made by Councilor Worthy to AUTHORIZE the acting HR Director and the Finance Director to begin the process to seek to fill the Clerk I/Clerk II vacant position in the Finance Office; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Reallocation of funds FY 2022 for Finance Office Clerk position

Discussion: None

MOTION was made by Councilor Worthy to REALLOCATE FY 2022 funds as follows:

Move \$6,776 from 01-033-2010 Wages Tax Assessor Office Clerk  
Move \$10,000 from 01-080-2010 Wages Information Technology

to:

- \$11,500 to 01-031-2010 Wages Clerical Treasurer's Office
- \$2,041 to 01-031-2255 Medical Insurance
- \$61.19 to 01-031-2260 Dental Insurance
- \$815.62 to 01-031-2250 FICA
- \$518 to 01-031-2253 Workers Compensation Insurance
- \$1,840 to 01-031-2260 Municipal Pension

to fund, for the remainder of FY 2022, a new hire Clerk I/Clerk II in the Finance Office; seconded by Councilor Laplante

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

D. Fiscal Year 2021 Audit

1. Acceptance by Town Council - Discussion and/or Action

Councilor Reichert stated that the Council has received in their packet the Fiscal Year 2021 audit and management letter for acceptance.

Discussion: Councilor Worthy asked if a comparison of the pension asset/liability was available between 2020 and 2021. A. Muccino stated that it was not a specific analysis that was included in the audit but that he could prepare one for council.

MOTION was made by Councilor Arnold to ACCEPT the fiscal year 2021 Audit from Baxter, Dansereau & Associates, LLP ; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

E. Authorization for signature:

1. Amended Rhode Island Historic Preservation & Heritage Commission Grant - Certified Local Government Grant - Project No. 20-CLG-1 - Discussion and/or Action

Councilor Reichert stated that Council has received a request from the Town Planner which he read as follows:

To: Town Council Members  
From: Karen Scott, Town Planner  
Date: March 9, 2022  
Re: Rhode Island Historical Preservation and Heritage Commission – Certified Local Government Grant

In 2019, the Town was awarded a Certified Local Government Grant to support the preparation of architectural and engineering plans for the successful applications for the Town's Chepachet Village Historic Revitalization Subgrant program. The Town contracted with a firm specializing in historic preservation architecture to prepare the architectural plans for the successful subgrant applicants. The RIHPHC has recently reached out and offered the Town an additional \$2,500 to fund this project. These additional grant funds have no matching requirements. I am requesting authorization for the Town Council President to sign the amended grant agreement accepting the additional \$2,500 and authorization to sign a contract amendment with Hayes / deBoer Architecture and Preservation to add the additional \$2,500 to their existing contract providing architectural services.

(End of memo)

Discussion: None



MOTION was made by Councilor Worthy to AUTHORIZE the Town Council President to sign the amended grant agreement between the Town of Gloucester and the Rhode Island Historic Preservation & Heritage Commission accepting an additional \$2,500 in non matching grant funding for Project No. 20-CLG-1 ; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

2. Amended contract with Haynes/de Boer Architecture and Preservation - Project No. 20-CLG-1 - Discussion and/or Action

MOTION was made by Councilor Arnold to AUTHORIZE the Town Council President to sign a contract amendment with Hayes / deBoer Architecture and Preservation to add an additional \$2,500 grant allocation to their existing contract providing architectural services; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

#### VIII. Town Council Correspondence/ Discussion

1. Councilor Reichert stated that Council has received a memo from FEMA regarding a proposed revised Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for Providence County, Rhode Island (All Jurisdictions). Councilor Reichert stated that this information is on their website and public notice appeared in the Providence Journal on or about March 10, 2022, and March 17, 2022 followed by a 90 day appeal period. Councilor Reichert stated that the memo indicates that appeals may be filed with the Town Council, within stated time period, and said appeal will be forwarded to an address supplied by FEMA. Councilor Reichert stated that the memo has been forwarded to the Town Planner.
2. Councilor Reichert stated that Council has received a notice from the Zoning Board regarding a public hearing to be held Thursday, March 24, 2022 at 7:00 PM, in regard to an application for property located at 648 Snake Hill Road, further described as Assessor's Plat 18, Lot 244 in an A-4 zone, for a Special-Use Permit and/or Variance from the Zoning Ordinance.
3. Councilor Reichert stated that Council has received pictures from a resident of Bella Vista showing what they described as water drainage issues

Discussion:

Councilor Arnold stated that the pictures of the flooding at Bella Vista were shocking and his concern is the proposed project that may be built above it. Councilor Arnold questioned what Council could do to help the residents. Councilor Worthy inquired as to the drainage bins. K. Scott explained the process that the town has a consulting engineer who reviews and checks the plans in a preliminary review. K. Scott stated that the developer's engineer signs the plans and all systems are installed. K. Scott speculated

as to the possible causes of the current situation which has not occurred in the seven years the development has been in existence. K. Scott also stated that the Homeowners Association has responsibility to maintain common areas, including the retention pond. K. Scott offered several possible options to Council including to have the town's engineer go out and inspect the drainage to see if it matches with the approved plans and report back to Council. K. Scott stated that the cost to the town would be about \$1200 to \$1500. Councilor Laplante said that he had heard that snow was pushed to block the retention area. K. Scott stated that the HOA president is aware of the responsibility of the association to maintain the system. Councilor Reichert asked if K. Scott had funds in her budget to cover the engineer's expense. K. Scott stated she does not but that A. Muccino was looking to see how it could possibly be funded. Councilor Laplante asked about the town's responsibility with this private planned development and if we would be setting a precedent that would be problem in the future. K. Scott stated that the town has no responsibility. K. Scott stated that the HOA is clear that roads and drainage are not the town's responsibility. Councilor Worthy stated that the HOA could hold the developer accountable. Councilor Arnold stated his concern with the proposed development that may go in above Bella Vista. Councilor Arnold sees this as a one time deal to help and not a precedent. Councilor Worthy asked if the HOA would be against hiring an engineer. K. Scott stated that she has offered to provide the HOA with the plans and suggested they hire their own engineer. K. Scott stated that she is just offering several options for Council of which one is for the town to pay the town's engineer to look at the private planned development to see if the plans match with what was installed. Councilor Reichert asked for this item to be placed on the next agenda.

Councilor Reichert asked if any Councilors have any other correspondence or issues for discussion.

Discussion: Councilor Arnold offered congratulations to the Ponaganset High School Lady Chieftains on their state championship. Councilor Arnold asked for it to be on the next agenda. J. Fecteau informed Council that Councilor Steere has requested the item and is getting information.

#### IX. Department Head Reports/Discussion

- A. Chief Delprete stated that the police gave an escort to the Lady Chieftains. Chief Delprete stated that the police department is very busy getting ready for an accreditation which begins in May. Chief Delprete stated that candidates are being interviewed for the Animal Control position and he hopes to have a candidate for Council to consider by the next meeting. Chief Delprete stated that he is working on interviews for the police academy and the part time dispatcher. Chief Delprete stated that the issue with fentayl seems to be returning as the department had two overdoses this past weekend.
- B. G. Mosca clarified that Hawkins Dam is a high hazard dam but is not designated as unsafe by DEM's last report.
- C. A. Muccino wanted to let the Council know that K. Lamontagne, Finance Dept., applied for and received a grant for protective arm sleeves for the Gloucester School Department. A. Muccino also wanted the council to know that G. Trembl, DPW Director, and B. DeCorte, DPW, received a \$1000 grant for a storage unit for propane tanks at the transfer station. A. Muccino wanted the Council to know that the Gloucester School Department

has submitted a capital improvement plan to RIDE and now they are waiting for a response from RIDE.

- D. K. Scott informed the Council that the bids for GMP are due next week; that she is applying for two no match grants to RI Foundation (\$10,000) and the Commerce RI Rebound RI. ( up to \$200,000 for recreation or attraction to our town)

- X. Bds. and Commissions Reports/ Discussion  
None

- XI. Open Forum  
Councilor Reichert asked if there is anyone who wishes to speak.

None

- XII. Councilor Reichert stated that a motion is needed to convene to Executive Session:

MOTION was made by Councilor Arnold to Seek to Convene to Executive Session Pursuant to: R.I.G.L. 42-46-5(a)(2) Potential Litigation - Discussion, vote or other action by Town Council; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

After Executive Session:

Councilor Reichert asked the Clerk to let in anyone waiting in the hall.

- XIII. Councilor Reichert stated that we now need a motion to reconvene open session

MOTION was made by Councilor Reichert to RECONVENE Open Session; DISCLOSE zero (0) votes were taken in Closed Session; and SEAL the minutes of Closed Session; seconded by Councilor Worthy

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED

- XIV. Adjourn

MOTION was made by Councilor Worthy to ADJOURN at 10:25 p.m.; seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Laplante, Arnold, Worthy, Reichert  
NAYS-0

MOTION PASSED