

At a meeting of the Town Council holden in and for the Town of Gloucester on June 15, 2023

I. Call to Order

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

II. Roll Call

Members present: Cheryl A. Greathouse; Walter M. O. Steere, III; Jonathan E. Burlingame

Member absent: Stephen W. Arnold, Vice President; William A. Worthy, Jr., President

Also Present: Jean Fecteau, Town Clerk; William Bernstein, Assistant Town Solicitor ; Christine Mathieu, Deputy Town Clerk; Jane Steere, Tax Collector; Gary Treml, Director Public Works; Gerry Mosca, EMA Director; Chief Joseph Delprete; Robert Shields, Recreation Director (arrived at 8:00 PM)

III. Councilor W. Steere asked everyone to please stand and join us in the Pledge of Allegiance

IV. Open Forum - For Agenda Items

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

None

V. Public Hearings-Discussion and/or Action

A. **CONTINUATION from Hearing Opened on May 18, 2023, continued to June 1st, 2023**

1. Chapter 350-VII Special Regulations, Section 58.1 Cannabis, Addition of : Cannabis Retail Sales- Discussion and/or action

Councilor W. Steere stated that the Public Hearing was opened on May 18, 2023; continued to June 1st; and continued again until this evening.

Discussion:

Councilor W. Steere asked if anyone had any new information or comments. Councilor J. Burlingame stated that he wanted to make sure there were multiple locations with at least two viable locations. Councilor W. Steere stated that the Council's function is to find different locations in town because the voters approved retail sale of cannabis. Councilor W. Steere stated that the proposed ordinance is to apply to all and it is not directed to just one individual.

Councilor C. Greathouse stated her opinion to follow the state guidelines as to grades K through 12 because she is concerned about potential litigation and its cost . Councilor C. Greathouse stated that there are already restrictions as to vaping and smoking in place in an ordinance so a retail store would not present a problem.

William Bernstein, Assistant Town Solicitor, stated that he received a communication from an attorney, representing W. Kapanakis, this afternoon and that the Town Solicitor , who is not present, has requested Council continue the hearing. Attorney Bernstein added that the "applicants" are on board with a continuance and submitted a memo which he would like to be part of the record. Attorney Bernstein stated another reason for a two week continuance is that a full Council is not

present tonight and he feels this matter should be handled by a full Council . Councilor W. Steere stated, to clarify, there are no actual applicants before Council but they may be people who have applied to the state for a license.

Councilor W. Steere asked if anyone else wanted to speak and there were none.

MOTION was made by Councilor J. Burlingame to CONTINUE the PUBLIC HEARING for the proposed amendment to Chapter 350-VII Special Regulations, Section 58.1 Cannabis, Addition of: Cannabis Retail Sales to July 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

2. Chapter 350 Zoning Attachment 1- Table of Use Regulations . Addition of: Cannabis land use- by Special Permit in Zone B 2 (highway commercial) and Zone I (Industrial)- Discussion and/or action

Councilor W. Steere stated that when a proposal for retail sales of cannabis is passed relative to Zones permitted the Table of Use Regulations chart could be amended to reflect that change. Councilor W. Steere recommended that since the first part was tabled that this matter should also be tabled.

MOTION was made by Councilor J. Burlingame to CONTINUE the Public Hearing for the consideration of amendments to Chapter 350 - Table of Use Regulations, for the addition of Cannabis, Retail Sales, to July 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

- B. Gloucester Code of Ordinance - Proposed Amendments
 1. Chapter 350-55 Special Flood Hazard Areas and Flood Fringe Lands Section B. Applicability- Discussion and/or action

Councilor W. Steere stated that this proposed code amendment was introduced at a first reading on May 18, 2023 and was advertised in the Valley Breeze Observer on May 25th, June 1st, and June 8th, 2023.

Councilor W. Steere stated that Council has received the opinion of the Planning Board on the proposal which he read as follows:

To: Town Council Members
From: Karen Scott, Town Planner
Date: May 15, 2023
RE: Advisory Opinion, Special Flood Hazard Areas - Zoning Ordinance

Revision

At their May 8, 2023 meeting, the Planning Board voted to send the attached Advisory Opinion to the Town Council for consideration.

**Special flood hazard areas and flood fringe lands zoning ordinance revision
Advisory Opinion of the Planning Board**

At their May 8, 2023 meeting, the following motion was made by Planning Board Vice-Chairperson David Calderara:

After careful consideration and discussion, the Gloucester Planning Board hereby recommends that the Town Council enact revisions to the Gloucester Zoning Ordinance as detailed in the attached Draft Section 350-55, Special flood hazard areas and flood fringe lands zoning ordinance revision, dated 4/24/23. Said revisions further specifically name the panel numbers of the Providence County Flood Insurance Rate Maps that are wholly or partially within the Town of Gloucester, as is required by the Federal Emergency Management Agency (FEMA). The Board recommendation in this regard is based upon the following Findings of Fact Relating to Consistency with the Gloucester Comprehensive Community Plan and Purposes of Zoning per R.I.G.L. Title 45 Chapter 24, ‘the Zoning Enabling Act of 1991’ as noted below.

Findings of Fact

Consistency with the Comprehensive Community Plan

1. The proposed amendments are consistent with the goal of the Land Use Element: Preserve the rural character of Gloucester for future generations while enhancing services and facilities, housing, open space and recreation, natural and cultural resources, circulation and economic development.
2. The proposed amendments are consistent with the policies of the Land Use Element:
 - a. Protect, enhance and maintain the unique natural and historical features of Gloucester while allowing for appropriate development to occur.
 - b. Encourage responsible land use decisions by public officials and public bodies.

Consistency with the Purposes of Zoning:

The Planning Board finds that the proposed zoning amendments are consistent with the following general purposes of zoning ordinances per RIGL § 45-24-30:

1. Promoting the public health, safety and general welfare.
2. Providing for a range of uses and intensities of use appropriate to the character of the city or town and reflecting current and expected future needs.
3. Providing for orderly growth and development which recognizes:
 - (i) The natural characteristics of the land, including its suitability for use based on soil characteristics, topography, and susceptibility to surface or groundwater pollution;
 - (ii) The values of unique or valuable natural resources and features.
4. Promoting safety from fire, flood and other natural or unnatural disasters.

In making this recommendation, the Board has considered the following:

1. Discussions held at the May 8, 2023 regular meeting; and

2. Written guidance from both the Rhode Island Emergency Management Agency (RIEMA) and FEMA;

Based on the above findings, I hereby make a motion to recommend approval of the draft Special flood hazard areas and flood fringe lands zoning ordinance revision, dated April 24, 2023 to the Gloucester Town Council.

The motion was seconded by Planning Board member Lynn Furney. Approved 4-0. Ayes – Calderara, Fournier, Furney, Pitocco.
(End of motion)

Discussion: Councilor W. Steere stated that this is an administrative change required by FEMA and that there are not any changes to the zoning map.

Councilor W. Steere DECLARED the Public Hearing OPEN.

Councilor W. Steere asked if anyone wished to speak.

None

Councilor W. Steere DECLARED the Public Hearing CLOSED.

MOTION was made by Councilor J. Burlingame to AMEND the Gloucester Code of Ordinance, Chapter 350-55 Special Flood Hazard Areas and Flood Fringe Lands Section B. Applicability, with the addition of “specifically naming the panel numbers of the Providence County Flood Insurance Rate Maps that are wholly or partially within the Town of Gloucester, as is required by the Federal Emergency Management Agency (FEMA)”, the amendment shall be effective upon passage; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

VI. Consent Items - Discussion and/or Action

A. Approval of Town Council Minutes: Regular meeting of June 1, 2023

B. Tax Assessor’s Additions and Abatements - May 2023

C. Interim Finance Director’s Report - May 2023

D. Pole Grant- Sandy Brook Road- Install new JO Pole 0-2, pole to tree guy to be removed

MOTION was made by Councilor C. Greathouse to APPROVE the Town Council meeting minutes of June 1, 2023; the ABATEMENTS to the 2022 Tax Roll in the amount of \$4774.27; the 2020 Tax Roll in the amount of \$30.24; the 2019 Tax Roll in the amount of \$72.84; the 2018 Tax Roll in the amount of \$17.91; the 2016 Tax Roll in the amount of \$58.02; the 2015 Tax Roll in the amount of \$288.91; the 2014 Tax Roll in the amount of \$571.64; NO ADDITIONS to the Tax Roll; to ACCEPT the Interim Finance Director’s Report for May 2023; and to APPROVE the Pole Grant for Sandy Brook Road for the installation of a new JO Pole #0-2, pole to tree guy to be removed;

seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- C. Greathouse , W. Steere, J. Burlingame
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- 4 positions

Discussion: Councilor W. Steere stated he spoke with the Town Planner and she is reviewing the charge of the Affordable Housing Advisory Board to determine if any changes will be needed, especially, as there may be changes made by the Legislature at the end of their session. Councilor W. Steere stated that K. Scott should have information for the next meeting.

MOTION was made by Councilor C. Greathouse to TABLE the Appointments to the Affordable Housing Advisory Board to July 20, 2023; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

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

Councilor W. Steere stated that the Clerk has not received a recommendation at this time. Councilor W. Steere stated that if any member of the Council has a name from the Talent Bank listing, they can appoint or table.

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

Discussion: None

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

MOTION PASSED

VIII. New Business

A. Boards and Commissions

1. Economic Development Commission

a. Restore 2023/24 EDC budget to level proposed prior to budget cut-

Discussion and/or Action

Councilor Burlingame stated he spoke with Councilor S. Arnold who said that this budget cut was temporary to get the budget in order and that they would find a way to restore the budget. Councilor J. Burlingame stated possibly ARPA funds or Council contingency funds could be used. Councilor J. Burlingame stated he would like the budget put back to where it was as the reduction was just a necessity at that time. Councilor C. Greathouse stated she would like to find a way to restore the funds.

Councilor W. Steere stated that Council has an expenditure report for EDC as of May 31, 2023. Councilor Steere stated that EDC was given \$5000 last year and the budget for this year is \$3000. Councilor W. Steere stated that the expenditure report as of May 31st, lists \$2775 as the remaining FY balance . Councilor W. Steere stated that if they need money then they should ask when it is needed . Councilor W. Steere stated that he would like the input of Councilors S. Arnold and W. Worthy who are absent tonight.

A. Sarji, EDC Vice chair , stated that the EDC has approved additional spending of funds so the remaining balance is closer to \$500. Councilor W. Steere stated that Council is going by the May 31st report from the Finance Department. Councilor W. Steere also stated that approved spending is different from actual spending.

MOTION was made by Councilor J. Burlingame to TABLE the request to restore 2023/24 EDC budget to July 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

b. Approval of proposed R.F.P. Town Branding Initiative - Discussion and/or Action

Councilor W. Steere stated that the EDC Chair has forwarded a draft RFP to Council for review.

Discussion: Councilor W. Steere stated that he would like to refer this RFP to the Town Solicitor for review. J. Fecteau, Town Clerk, stated that she sent the EDC chair several RFP examples as the Town requires certain language in an RFP. Attorney Bernstein stated a motion was not needed for a referral to the Solicitor but that a motion was needed to table an item.

MOTION was made by Councilor J. Burlingame to TABLE RFP Branding Initiative to July 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

2. Appointments

a. Gloucester Housing Authority - Position #2 - 5 year term to expire 6/30/2028
Councilor W. Steere stated that this position is currently held by Tom Marfeo whose term is scheduled to end on June 30th. Councilor W. Steere stated that Mr. Marfeo wishes to be reappointed.

MOTION was made by Councilor C. Greathouse to REAPPOINT Tom Marfeo to the Gloucester Housing Authority to Position #2 for a 5-year term to expire 6/30/2028; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

b. Parade Committee - Position #8, Position #9, Alternate #1, 2, & 3
Councilor W. Steere stated that Council has received three talent bank applications for this Committee in 2023. Councilor W. Steere stated that the three talent bank applicants are : Cassidy Greathouse, Jane Santaella, and Jonathan Riddensdale.

Discussion: Councilor C. Greathouse asked Attorney Bernstein if she could vote on this matter. W. Bernstein, Assistant Town Solicitor, stated his opinion that Councilor C. Greathouse can vote on this matter under the rule of necessity. Attorney Bernstein stated that a vote of three Council members is required and with two Council members absent, necessity requires a vote by all three Council members present.

Atty. Bernstein also stated that Councilor C. Greathouse can also vote on this matter because she will not receive any financial gain from the appointment.

MOTION was made by Councilor C. Greathouse to APPOINT Cassidy Greathouse to Position #8; Jane Santaella to Position #9, and Jonathan Riddensdale to Alternate (voting member) #1 on the Parade Committee; seconded by Councilor J. Burlingame

Discussion: K. Lamontagne, Parade Chair, stated that she welcomes the new members but wishes she had been notified so that perhaps the new appointees could have attended the meeting earlier today for information purposes. Councilor C. Greathouse, Parade Committee liaison, asked K. Lamontagne for an update as to the parade meeting held earlier that day. K. Lamontagne stated she would speak to that when that item is reached on the agenda.

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

MOTION PASSED

B. Personnel

1. Consideration/Approval of Carry Over Employee Time off - Discussion and/or Action

a. Tax Collector - Vacation time

Councilor W. Steere stated that Councilor Arnold, liaison to Finance, has asked for Jane Steere's request to carry over five vacations days to be on tonight's agenda.

Discussion:

Councilor W. Steere asked Attorney Bernstein if he could discuss or vote on this matter. Attorney Bernstein stated that the rule of necessity applies as there are only three council members present tonight so Councilor W. Steere can vote. Attorney Bernstein recommended that the Council ratify this vote at the next town council meeting and that Councilor W. Steere could elect to recuse himself. Councilor W. Steere stated that this is a valid request in light of what has gone on the past few months. Councilor J. Burlingame stated his agreement.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the carry over of five vacation days to fiscal year 2023/24 for Tax Collector, Jane Steere; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

Discussion: Councilor W. Steere asked Attorney Bernstein if a motion to ratify this vote should be done for the next meeting. Attorney Bernstein stated it should.

MOTION was made by Councilor J. Burlingame to add to the next Town Council meeting: ratify the actions taken tonight regarding the carry over of vacation time for Jane Steere; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

b. Bldg/Zoning Clerk (Union employee) - Vacation time

Councilor W. Steere stated that Council approved the carry over of Bldg/Zoning Clerk, Denise Cadoret's, vacation time at the last council meeting pending receipt of her Department Heads request. Council has received the following memo which he read as follows:

TO Town Council Members
FROM: Ken Johnson, Building/Zoning Official
RE Carry over unused Vacation Hours for Denise Cadoret

I am giving my permission to carry over 27 hours of unused vacation time. Unfortunately it was not the best time in my Department to take time off with my absence.

Thank you for your consideration.

(End of memo)

Councilor W. Steere states that this memo satisfies the previously approved request, therefore, no further action necessary.

c. Town Clerk's Office (Union employee) - Personal time

Councilor W. Steere stated that the Town Clerk is requesting carry over of one hour personal time to Fiscal Year 2023/24 for employee Dorothy Gendron.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the carry over of one hour personal time for Town Clerk employee, Dorothy Gendron; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

d. Public Works Director - Vacation

Councilor W. Steere stated that the Council has received a request from Public Works Director, Gary Treml, to allow his to carry over 110 hours of vacation time to fiscal year 2023/24.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the carry over 110 hours of vacation time for Public Works Director, Gary Treml, from fiscal year 2023/24; seconded by Councilor J. Burlingame

Discussion: Councilor W. Steere stated that the Council does not normally carry over this many hours but due to the unusual circumstances as to absences and open positions the Council has made allowances for certain situations. Councilor J. Burlingame stated he did not know there were open positions in DPW. G. Treml, Director of Public Works, stated that the DPW secretary had been out for an extended period of time due to surgery.

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

MOTION PASSED

e. Memorandum of Agreement - Town of Gloucester ("the Town") and Local Union 1322 of the Laborers' International Union of North America, AFL-CIO ("the Union") - Regarding Additional Personal Day

Councilor W. Steere stated that the Clerk's Union was recently granted an additional personal day in their newly ratified contract. Councilor W. Steere stated there was concern that all clerk's may not be able to use this new day before the end of the fiscal year. Councilor W. Steere stated that Councilor Arnold agreed to put an agenda item on for Council to consider allowing the clerk's to carry that one new day over to the next fiscal year, if necessary. Councilor W. Steere stated that the acting HR Director decided that a Memorandum of Agreement would be a better option as follows which he read as follows:

Memorandum of Agreement

This Memorandum of Agreement is between the Town of Gloucester ("the Town") and Local Union 1322 of the Laborers' International Union of North America, AFL-CIO ("the Union"), collectively "the Parties", both parties to the collective bargaining agreement ("the Successor Agreement") ratified by Council on May 18, 2023.

Whereas the Parties have ratified a Successor Agreement to the collective bargaining agreement that expired on June 30, 2022, and

Whereas the Successor Agreement adds one (1) personal day under Article VIII, Holidays, and

Whereas personal days have traditionally been used within the fiscal year (July 1-June 30) in which they were accrued, and

Whereas the date of the ratification of the Successor Agreement occurred near the end of the 2022-2023 fiscal year,

Now therefore, the Parties agree as follows:

(1) Owing to the unusual circumstance of the addition of a personal day to the Successor Agreement late in the 2022-2023 fiscal year, bargaining unit members may carry over one (1) of the three (3) personal days accrued for fiscal year ending June 30, 2023, to be used on or before December 28, 2023;

(2) As in the past, the remaining two (2) personal days accrued during the 2022-2023 fiscal year shall be used or forfeited by June 30, 2023; and

(3) All personal days accrued during the remaining years of the Successor Agreement will be used by bargaining unit members by the end of the fiscal year in which they are accrued or forfeited

Councilor W. Steere stated that the agreement does need to be signed and dated by the Town Council President and Union representation.

MOTION was made by Councilor J. Burlingame to AUTHORIZE the Town Council President to sign the Memorandum of Agreement for the carry over of one Personal Day for the Town of Gloucester Clerk's Union from the 2022/23 fiscal year; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

2. 2023 Recreation Program Appointments - Discussion and/or Action

Councilor W. Steere stated that the Recreation Director has submitted his request to Council for the hiring of summer employees for the 2023 Recreation Programs which he read as follows:

To: Town Council
From: Robert Shields
Date: June 13 2023
RE: Summer Recreation Employment

The following are my recommendations for the summer recreation positions.

ARTS & CRAFTS INSTRUCTORS

Sarah Botelho \$13.00 start date June 20
Isabelle Shields \$13.00 start date June 20

LIFEGUARDS

Briella Bailey \$18.00 start date June 20
Sarah Brown \$18.00 start date June 20
Mia Clancy \$18.00 start date June 20
Mason Caramante \$18.00 start date June 20
James Cavanagh \$18.00 start date June 20
Jarred Gaudiana \$18.00 start date June 20
Troy Gerbi \$18.00 start date June 20
Owen Machan \$18.00 start date June 20
Richard Scott \$18.00 start date June 20
Cordelia Siedzik \$18.00 start date June 20

PARKS & GROUNDS

Izaac Bailey \$13.00 start date June 20
Lucas Botelho \$13.00 start date June 20
Mario Girard \$13.00 start date June 20
Kyle Palazzo \$13.00 start date June 20

PARKING ATTENDANTS (Lottery)

Chase Braxton \$13.00 start date June 20
Taryn Cabral \$13.00 start date June 20
Christian Campanella \$13.00 start date June 20
Mario Girard \$13.00 start date June 20
Dylan Manchester \$13.00 start date June 20
Ryan Shields \$13.00 start date June 20

PROGRAM SUPERVISORS

Michael Goudreau \$20.00 start date June 20
Elizabeth Tamarro \$20.00 start date June 20

TENNIS AIDES

Christian Campanella \$13.00 start date June 20
Lucas Estrela \$13.00 start date June 20
Elijah Gouin \$13.00 start date June 20
Erin Helly \$13.00 start date June 20
Mason Parrillo \$13.00 start date June 20
Christian Wagner \$13.00 start date June 20

TENNIS INSTRUCTOR

Colton Mousseau \$23.00 start date June 20

WATER SAFETY AIDES/L.I.T

Paige Cote \$13.00 start date June 20

Xavier Fix	\$13.00	start date June 20
Nora Giorgianni	\$13.00	start date June 20
Peter Giorgianni	\$13.00	start date June 20
Marin Iamarone	\$13.00	start date June 20
Lucy Rockwell	\$13.00	start date June 20
Raegan Siedzik	\$13.00	start date June 20
Cyrus Sullivan	\$13.00	start date June 20

(end of memo)

Discussion: Councilor W. Steere asked R. Shields, Recreation Director , if all of the summer employees were from Gloucester. R. Shields stated that not all were Gloucester residents. R. Shields stated that all Gloucester residents who applied received a phone call to see if they wanted to work this summer . R. Shields stated that all Gloucester applicants were given the opportunity to apply.

MOTION was made by Councilor C. Greathouse to APPOINT the 2023 Summer Employees as stated in the Recreation Director’s memo, of June 13, 2023, as read into the record. Appointments shall be at the hourly rate and start date recommended by the Recreation Director in said memo; the lottery for Parking Attendants shall be filled as follows: #1 Ryan Shields, #2 Dylan Manchester, #3 Chase Braxton, #4 Mario Girard, # 5 Christian Campanella and # 6 Taryn Cabral; seconded by Councilor J. Burlingame

Discussion: Councilor W. Steere stated he had asked for the motion a bit prematurely as the lottery for parking lot attendants needed to be completed. R. Shields explained that the lottery this year was for six positions and there were six applicants so the lottery would be for the choices of hours. R. Shields had attendees at the meeting select the six lottery positions that were selected in the following order: Ryan Shields, Dylan Manchester, Chase Braxton, Mario Girard, Christian Campanella and Taryn Cabral. Councilor C. Greathouse then added the Parking Lot lottery attendants to the motion which was seconded and then voted.

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

MOTION PASSED

3. Discussion/or action Re: Advertising/hiring for available Part Time Clerk Position - Finance Dept.

Councilor J. Burlingame stated that he requested this item as it is his opinion the clerks in the finance department work very hard and a part time position is available so he would like it filled. Councilor J. Burlingame stated he spoke to Councilor S. Arnold and the school superintendent and he stated that both said they would like the position filled. Councilor J. Burlingame stated that the part time position is in the budget.

Councilor W. Steere questioned the job description and whether it would be devoted to the finance department or the school department. Councilor J. Burlingame stated his opinion that it is necessary to get a person in this position to help the workload of the clerks and that when a Finance Director is hired then he/she can reorganize as he/she sees fit.

J. Steere, Tax Collector and Interim Finance Director, stated her opinion that we should wait to fill

this position until after a Finance Director is hired. J. Steere stated that this part time position was originally created to help the police department with police detail invoices. J. Steere asked if this position is to be for the school department, then perhaps, the school department should fund it. J. Steere stated again her opinion is to wait to fill this position until after a Finance Director is hired . J. Steere stated that a new Finance Director could assess what is done in the office and what needs to be done. J. Steere stated her opinion that filling the position now is premature.

Councilor W. Steere suggested tabling this matter in order for the entire Council to be present and to consider. Councilor J. Burlingame stated he would like to get a vote and move this item along. Councilor W. Steere asked who would train this new person. Councilor J. Burlingame stated that the current clerks could train.

J. Steere asked what the job responsibilities of this position would be and also stated that there is no supervision in the office.

J. Fecteau, Town Clerk, stated her agreement with J. Steere in that it is not a good idea to just put a person in the office as they do need training and supervision. Councilor W. Steere stated that J. Steere is already doing two jobs so he feels she can't be asked to take on training and supervising this new person. J. Fecteau stated that at least it should be determined where that office needs help. Councilor J. Burlingame asked J. Steere if she felt that the finance clerks needed help in that office. J. Steere stated her opinion that the clerks were all doing their job but that it would be better to wait until a Finance Director is hired who could assess the duties of the current employees and then make a decision as to any needs. J. Steere stated that this part time position was to help the police department; that it is not just for filing; and, that it has been vacant for three years.

Chief Delprete stated that this position was to help with the police detail paper work but that his office is handling it and that it has been vacant for a long time. Councilor W. Steere stated his recollection that the position was originally to help the police department. Chief Delprete stated that his department is handling this matter and it takes several hours each pay period. Councilor J. Burlingame asked if a temporary clerk might be hired. Councilor W. Steere stated that he understands what Councilor J. Burlingame and J. Steere have said but, he would like the input from Councilors S. Arnold and W. Worthy.

MOTION was made by Councilor J. Burlingame to TABLE the appointment of a part time finance clerk to July 20, 2023; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

4. HR Assignment: Primary tasks recruiting/ searching for a Finance Director replacement
- Discussion and/or Action

Councilor Burlingame stated that this matter could be taken off as he had a discussion with the HR director.

No action taken by Council

5. Police Department - Discussion and/or Action
Request for hourly increase - Two Part time Dispatchers

Councilor W. Steere stated that the Chief has made the following request which he read as follows:

To: Don Zimmerman, Human Resource
From: Joseph DelPrete, Chief of Police
Date: May 21, 2023
Subj: Part Time Dispatcher Hourly Wage Increase

Don Zimmerman:

I would respectfully request to increase the hourly wage of two part-time dispatchers on the Gloucester Police Department to \$21.00 per hour. This position requires extensive training and responsibility dispatching both police and EMS emergency calls for service. This increase is still below the full-time dispatcher Laborers Dispatcher collective bargaining agreement hourly base first step of \$24.31 increase starting on July 1, 2023.

The purpose of this increase is for job retention and to maintain market competitiveness with other public safety agencies. There were recent advertisements for police part-time dispatchers between \$22.00 and \$24.00/hour.

Currently, Part-time dispatcher Sean Tikiryan's part-time rate is \$18.60 per hour. Permanent Part-time dispatcher Eric McLaughlin's hourly rate is \$19.00 per hour.

I believe it is imperative to maintain and fairly compensate these two part-time employees. I further request that this hourly rate change take place for both dispatchers on July 1st, 2023. The Police FY2023-FY-2024 budget can support this increase.

Thank you for your consideration in this matter.
Respectfully Submitted,
Joseph DelPrete
(End of memo)

Discussion: Councilor W. Steere stated his concern as to whether the budget passed by the voters can support this request. Councilor W. Steere stated that Chief Delprete indicated in his memo that the budget can support this request. Chief Delprete stated that the part time dispatchers will fill in for the full time dispatchers instead of calling the full time dispatchers back to work. Chief Delprete stated that this is a savings because part time dispatchers get paid less than the full time dispatchers.

Councilor J. Burlingame asked why the salaries were not the same. Chief Delprete stated that it is arbitrary as the pay for part time dispatchers starts lower during training and typically is increased after training. Chief Delprete stated that this is another avenue to use instead of calling full time dispatchers back at higher rates and that it is hard to fill dispatch positions. Chief Delprete also stated that this change in pay will help retain employees as the pay is more competitive with the market.

MOTION was made by Councilor J. Burlingame to AUTHORIZE a rate change from current rate of pay to \$21.00 per hour, effective July 1, 2023, for Part time Police Dispatcher Eric McLaughlin and Sean Tikiryan; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

C. Consideration for Authorization - Authorized Representative for General Certifications and Assurances between the State of Rhode Island Grants Management System and Town of Gloucester - Discussion and/or Action

Councilor W. Steere stated that Council has received a request from Gerry Mosca who is seeking a signature from the Town Council authorizing Mr. Mosca to access the State of RI Grants Management System.

Discussion: G. Mosca, EMA, explained the new requirements in the state's new automated grant system. G. Mosca explained that he is already in the system but that this memo is required by the state in order for G. Mosca to electronically sign in to the new automated system. Councilor W. Steere stated that G. Mosca has brought in hundreds of thousands of dollars in grants over the past five years. G. Mosca stated that time is a concern as the signature is required by the end of the month.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the Town Council President to sign the "Authorized Representative General Certifications and Assurances, State of Rhode Island Grants Management System" which authorizes Gerry Mosca, EMA, to access th R.I. GMS system and submit grant applications on behalf of the Town of Gloucester; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

D. Consideration for Authorization to approve expenses - 4th of July celebration Expenses (Fireworks event & Parade) - Discussion and/or Action

Discussion: K. Lamontagne, Parade chair, stated that she requested this item in case she did not have a quorum of the Parade Committee at the meeting held earlier today . K. Lamontagne stated that there was a quorum at the Parade Committee and the committee authorized several expenses which she described in detail. K. Lamontagne also described the various vendors that would be at the parade. K. Lamontagne stated that the Grand Marshall is going to be Richard Mendez, a retired Staff Sergeant who served in the Korean War and that the Honorary Marshall will be a battalion of veterans. K. Lamontagne stated that the next meeting is to be June 26, 2023. Councilor C. Greathouse thanked K. Lamontagne . Councilor W. Steere asked if any of these expenses need to be approved by the Council. K. Lamontagne stated that she requested this item in case there wasn't a quorum as then she would need Council to approve the expenses.

No action taken by Council

IX. Town Council Correspondence/ Discussion

Councilor W. Steere stated that Council has received the following correspondence:

1. Correspondence from DEM regarding *Rules and Regulations for Dam Operation Permits (250-RICR-130-10-1)*

No action taken by Council

2. Correspondence from FEMA as an official reminder that the Town of Gloucester, has until July 19, 2023, to adopt and have the Department of Homeland Security's Federal Emergency Management Agency (FEMA) Regional Office approve floodplain management measures that satisfy 44 Code of Federal Regulations (CFR) Section 60.3 (d) of the National Flood Insurance Program (NFIP) regulations.

No action taken by Council

3. A request from a resident requesting a resolution for a program called School Safety Now.

No Action taken by Council

X. Department Head Reports/Discussion

Councilor W. Steere asked if any Department Heads wished to speak or does any Councilor wish to address a department head.

1. G. Trembl, Director of Public Works, gave an update as to Gloucester Memorial Park (GMP) and the work being done by the DPW. Councilor W. Steere asked if the new pavilion was the same as the one at Kent Field. G. Trembl stated that the design is the same as is the length but the it is ten (10) feet narrower.

No action taken by Council

2. Chief Delprete gave a brief description of the proposed expansion at the police station.

No action taken by Council

XI. Bds. and Commissions Reports/ Discussion

Councilor W. Steere asked if any Boards or Commissions wished to speak or does any Councilor wish to address a Board or Commission member.

1. B. MacArthur, EDC chair, stated that the EDC members recognize that the commission it is not appropriate for the EDC to put its name on the Scarecrow Festival but that as individual citizens they can help with the Scarecrow Festival.

No action taken by Council

XII. Open Forum

Councilor W. Steere asked if anyone wished to speak on any item then they may come to the microphone when called on and state their name for the record.

1. J. Lowell, resident asked for an update as to the situation with Smithfield Peat in West Gloucester. Councilor W. Steere stated he does not have any information and that the Building Official is not at the meeting. J. Lowell stated her frustration with the amount of time that has gone by. Councilor W. Steere stated that the Building Official has been out on a health issue and he will be back soon.
2. W. Steere, resident, explained his view that years ago the town never got involved with the handling of police details because it was handled between the police officer and the vendor. W. Steere stated that the town took over because he believes some officers were having trouble getting paid. W. Steere stated this is an expense for the town. W. Steere stated that if the town is now going to hire someone to do this job then maybe an additional amount could be added to the detail rates so the town does not pay.

W. Steere stated that the comment that was made that money was not put into the budget with the understanding that it would be put back in later does not make him feel good and is not good accounting or good for the town. W. Steere stated his opinion that this money not be put back in to the budget.

3. Chief Delprete wanted to clarify that the town does not incur any costs in the administration of police details. Chief Delprete stated that the department has handled this matter in the past. Chief Delprete stated that the administrative aide who was hired last year, has been handling this matter and it is working out well.
Chief Delprete stated that it is good revenue and it is not an issue.

XIII. Adjourn

MOTION was made by Councilor J. Burlingame to ADJOURN at 8:55 p.m., seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED