

At a meeting of the Town Council holden in and for the Town of Gloucester on April 19, 2018:

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; Edward C. Burlingame, Vice-President; Walter M. O. Steere, III; William E. Reichert and Patricia Henry.

Also present: Jean Fecteau, Town Clerk; Tim Kane, Town Solicitor; Gary Treml, Director of Public Works; Diane Brennan, Finance Director; Joseph DelPrete, Chief of Police; Ken Johnson, Building/Zoning Official; Karen Scott, Town Planner; Lori DeSantis, Tax Assessor; Jane Steere, Tax Collector; Melissa Bouvier, Senior Center Director; Bob Shields, Recreation Director; and Gerald Mosca, EMA Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

VI. Open Forum - For Agenda Items

Stacey Swift, resident, stated that he wished to speak about solar panels. Councilor G. Steere advised Mr. Swift that solar is not on the agenda, however, he can speak at the end of the meeting during Open Forum.

V. Proclamations - Discussion and/or action

A. #2018-01 Earth Day - April 22, 2018

Councilor Henry read the following proclamation in celebration of Earth Day:

**Proclamation of the Town of Gloucester  
#2018-01 Earth Day**

**WHEREAS,** The Town of Gloucester recognizes that the First Earth Day in 1970 was the beginning of the modern environmental movement which helped shape the values and priorities of an entire generation. As a result of citizen demand, Congress passed the Clean Air Act, the Clean Water Act, the Endangered Species Act, as well as superfund legislation thereby putting a lasting framework for our future in place; and

**WHEREAS,** Rhode Islanders, and Gloucester residents in particular, have demonstrated leadership in environmental action and awareness, and expect sound environmental action from their leaders; and

**WHEREAS,** in observation of Earth Day, April 22<sup>nd</sup>, the Conservation Commission in coordination with Town Government, the Sand Dam Association, & the Gloucester Business Association has planned the 1<sup>st</sup> Annual Earth Day Celebration Clean-Up for Saturday, April 21<sup>st</sup>, to clean up along several road ways in our town. The Conservation also has activities planned that include: a trail walk and litter clean-up at Heritage Park; the clean-up and maintenance of the historic Gloucester Town

Pound (located near the Gloucester Police Station) and the Cutler Brook Riparian Restoration Area along Route 44; the maintenance and expansion of the Shady Oak Brook Tree Orchard on Reynolds Road; the continued restoration of the Wilder Family Historic Cemetery with the inclusion of additional historic cemeteries during the year; and the distribution of approx. 1000 tree seedlings to Gloucester residents at no charge; and

**WHEREAS,** The Town Council supports activities celebrating Earth Day in Gloucester, statewide, nationally, and on a global level, and we encourage our youth and adults alike to take a pledge to help to keep our earth “Clean and Green”; and

**NOW THEREFORE BE IT RESOLVED;** that the Town Council and Town Clerk encourage Gloucester residents to participate in neighborhood clean-ups and support the efforts of the Gloucester Conservation Commission and Land Trust as they contribute to the celebration of Earth Day.

George O. Steere, Jr.  
Town Council President

Jean M Fecteau, CMC, Town Clerk

Dated this 19<sup>th</sup> day of April 2018

seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

B. #2018-02 Arbor Day - April 27, 2018  
Councilor Reichert read the following proclamation in celebration of Arbor Day:

**Proclamation of the Town of Gloucester  
#2018-02 Arbor Day**

**WHEREAS,** In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees. This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska and is now observed throughout the nation and the world; and

**WHEREAS,** Trees can reduce the erosion of our precious topsoil by wind and water, clean the air, produce oxygen, and provide habitat for wildlife. Trees are also a renewable resource of wood for our homes and fuel for our fires. Trees in our Town enhance our property, beautify our community, and are a source of joy and spiritual renewal; and

**WHEREAS,** In observation of Arbor Day, April 27<sup>th</sup>, the Conservation Commission will hold its *44<sup>th</sup> Annual Tree Giveaway, on Saturday, May 5<sup>th</sup>*, where approx. 1000 tree seedlings, including Old Fashioned Lilac, Spicebush, and White Flowering Dogwood will be distributed free of charge to Gloucester residents; and

**WHEREAS,** There are many events planned statewide for the celebration of Earth Day and Arbor Day that will help promote and teach our families the value of preserving our environment while providing a fun family experience; and

**NOW THEREFORE BE IT RESOLVED;** That the Town Council and Town Clerk of the Town of Gloucester do hereby proclaim our commitment to Arbor Day on April 27, 2018 in the Town of Gloucester, and urge all citizens to celebrate by supporting efforts to protect our trees and woodlands, and we urge all citizens to plant trees and promote this celebration of nature for future generations.

George O. Steere, Jr.  
Town Council President

Jean M. Fecteau, CMC, Town Clerk

Dated this 19<sup>th</sup> day of April 2018

seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

VI. Citations - Discussion and/or action

A. Chepachet Fire Department “Years of Service” Recognition Awards  
Councilor G. Steere stated that Chepachet Fire would like Council’s recognition for the milestone years of service for some of their members. Councilor G. Steere stated these citations will be given to these men at the annual fire dinner held at the beginning of May.

MOTION was made by Councilor Reichert to recognize, with Town Council Citations, the following Chepachet Fire Department members: Lieutenant Chris Leonard for 15 years of services and a Life Member achievement; Captain Paul Silva for 10 years of service; and Fireman Samuel David for 5 years of service; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

IX. Public Hearings

A. Gloucester Comprehensive Community Plan - Proposed Update Adoption - Discussion and/or action

Councilor G. Steere stated that this Public Hearing was advertised in the Valley Breeze Observer on March 29, 2018; April 5, 2018; and April 12, 2018.

Councilor G. Steere DECLARED the Public Hearing Open and stated that the Planning Board held a Public Hearing on February 12, 2018 to present the amendments to the Comprehensive Plan. Councilor G. Steere read the following Planning Board motion:

MOTION was made by Member Michael DeGrange to **recommend** that the Town Council adopt Gloucester 2040, the Town of Gloucester's Comprehensive Community Plan. This Plan will replace in its entirety the previous Comprehensive Plan, adopted June 19, 2008. The Planning Board has developed the Comprehensive Plan together with staff. As part of this responsibility, the Planning Board has disseminated information to the public about the plan revision on the Town's website and at public meetings, solicited, both written and oral comments during the preparation of the plan at public meetings, and held a public hearing on the draft Comprehensive Plan. Notice of the public hearing was given specifying the place, date and time of the hearing, indicated that the adoption of the comprehensive plan is under consideration, advised those interested where and when the matter under consideration may be examined or obtained, and stated that the plan may be altered prior to the close of the public hearing without further advertising. The notice was given in the Valley Breeze published on January 25, 2018, February 1, 2018 and February 8, 2018, providing at least 3 weeks of notice.

MOTION: seconded by Member Lynn Furney.

VOTE: Ayes – Unanimous

(end of motion)

Councilor G. Steere explained that per State standards for the formal adoption process, the Council is to now hold a public hearing. Councilor G. Steere asked anyone wishing to speak to step forward and state their name for the record.

Discussion: Karen Scott, Town Planner, stated that the plan updated the data including demographics and the Town's affordable housing strategies. K. Scott stated that they covered all the topics required under State Law, including Land Use, Open Space and Recreation, Transportation, Climate Change and Housing.

K. Scott stated that she would like to recognize the members of the Planning Board for their hard work in putting this together. K. Scott stated that they invested many hours in getting this plan to where it is.

Councilor G. Steere asked if anyone had any questions. Councilor Burlingame commented that several years ago when we submitted a preliminary plan, the State came back and said it was not acceptable. Councilor Burlingame stated that the Council was nervous about it and tried to decide how to deal with it, then K. Scott came on board and with her experience, was able to "get it right". Councilor Burlingame thanked K. Scott for her help.

Councilor G. Steere agreed and commented that the Planning Board and the “so-called professional” that worked with them prepared the one that was unacceptable and he blames the “professional”, not the Planning Board. Councilor G. Steere thanked K. Scott and the Planning Board for all the work they put into it.

Councilor G. Steere asked if anyone else wished to be heard. Hearing none, Councilor G. Steere DECLARED the Public Hearing CLOSED.

MOTION was made by Councilor Burlingame to ADOPT the Gloucester 2040 Comprehensive Community Plan as submitted to the Gloucester Town Council by unanimous vote of the Planning Board on February 12, 2018. Said plan is to replace, in its entirety, the previous version of the Comprehensive Plan, adopted June 19, 2008. The Effective date of the amended plan shall be the effective date of the amendment to the Code of Ordinance #PART I, Chapter 1, Article III. Comprehensive Community Plan; which is meant to reference said Comprehensive Plan; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

- B. Gloucester Licensing Board
  - 1. Victualing License (New) - Discussion and/or action
    - a. Applicant: Nikolas Zarokostas  
Corp. Name: Mr. Z’s By The Lake LLC  
Location: 2400 Putnam Pike

Councilor G. Steere stated that this Public Hearing was advertised in the Valley Breeze Observer on March 29<sup>th</sup>, April 5<sup>th</sup>, and April 12, 2018.

Councilor G. Steere DECLARED the Public Hearing Open and asked if anyone wished to be heard for or against this application.

Discussion: Nikolas Zarokostas, applicant, appeared before the Council. Councilor Henry asked if this is where the Tilted Tavern used to be. N. Zarokostas replied in the affirmative. Councilor Henry asked when the applicant plans on opening. N. Zarokostas replied that they are looking at mid-May. Councilor Henry asked if this is their first restaurant. The applicant replied in the negative, stating that his family has been in the restaurant business for 40 years, he personally has been in the business for 12 years and he outlined his experience. N. Zarokostas commented that his goal is to have a nice family restaurant in Gloucester.

Councilor G. Steere asked if anyone else wished to speak. Hearing none, Councilor G. Steere DECLARED the Public Hearing Closed.

Discussion: None.

MOTION was made by Councilor Reichert to GRANT a Victualing License for Applicant: Nikolas Zarokostas; Corporation Name: Mr. Z's By The Lake LLC; Location: 2400 Putnam Pike contingent upon: 1) payment of all Town taxes; 2) Building/Zoning approval as needed; 3) Fire and/or Police approval as needed; 4) current Health Department approval; 5) current Food Manager Certificate; and 6) current Rhode Island Permit to Make Sales; this license shall be for the interior of the premise only and is valid to November 30, 2018; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

2. B-V Liquor License (New) - Discussion and/or action
  - a. Applicant: Nikolas Zarokostas  
Corp. Name: Mr. Z's By The Lake LLC  
Location: 2400 Putnam Pike

Councilor G. Steere stated that this Public Hearing was advertised in the Providence Journal on April 4<sup>th</sup>, and April 11<sup>th</sup>, 2018.

Councilor G. Steere DECLARED the Public Hearing Open and asked if anyone wished to speak for or against this application.

Discussion: Councilor W. Steere asked if we are creating a new B-V liquor license. Jean Fecteau, Town Clerk, replied in the negative, stating that there are three (3) available.

Councilor G. Steere asked if anyone wished to be heard. Hearing none, Councilor G. Steere DECLARED the Public Hearing Closed.

MOTION was made by Councilor Reichert to GRANT a Class BV Liquor License to Applicant: Nikolas Zarokostas; Corporation Name: Mr. Z's By The Lake LLC; Location: 2400 Putnam Pike contingent upon: 1) Issuance of a valid Victualing License; 2) payment of all Town taxes; 3) Building/Zoning approval as needed; 4) Fire and/or Police approval as needed; 5) current Rhode Island Certificate of Good Standing, 6) current Rhode Island Permit to Make Sales, 7) current Alcohol Service Certification for all employees, 8) current copy of menu, 9) current Rhode Island B.C.I. check; 10) a Certificate of commercial, general-liability and property damage insurance for a minimum amount of \$300,000; this license shall be for the **interior of the premise only** and is valid to November 30, 2018; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

3. Entertainment License - Discussion and/or action
  - a. Applicant: Nikolas Zarokostas  
Corp. Name: Mr. Z's By The Lake LLC  
Location: 2400 Putnam Pike

Councilor G. Steere stated that this Public Hearing was advertised in the Valley Breeze Observer on April 5<sup>th</sup>, 2018.

Councilor G. Steere DECLARED the Public Hearing Open and asked if anyone wished to speak regarding this application.

Discussion: Janice Lowell, 2402 Putnam Pike, stated that she owns the property directly behind the restaurant and she wants to be sure that the entertainment will be kept inside the restaurant and not outside. Councilor W. Steere replied that it appears that this entertainment license is for indoors only. J. Lowell stated, in that case, she would be in favor of the granting of the license. Councilor Reichert noted that it is all spelled out in the motion.

Councilor G. Steere asked if anyone else wished to be heard. Hearing none, Councilor G. Steere DECLARED the Public Hearing Closed.

Discussion: None.

MOTION was made by Councilor Reichert to GRANT an Entertainment License for Applicant: Nikolas Zarokostas; Corporation Name: Mr. Z's By The Lake LLC; Location: 2400 Putnam Pike contingent upon: 1) Payment of all Town taxes; 2) Building/Zoning approval as needed; 3) Fire and/or Police approval as needed; this license is valid to November 30, 2018 and is subject to the following stipulations:

1. That all entertainment be confined to the inside of the building,
2. That all windows on the premises are kept closed, but not permanently, and that doors are only opened for normal ingress and egress from the premises.
3. That all live entertainment cease at 1:00 a.m.
4. When there is live entertainment, the Town Council, at its discretion, may assign a supplemental police officer or officers at such time and in such a place as the Town Council deems appropriate and the license holder shall reimburse the Town of Gloucester for the expense of such police officer(s):
5. Any other reasonable conditions and restrictions as the Town Council may require.

seconded by Councilor Henry.

Discussion: Councilor W. Steere asked Joseph DelPrete, Chief of Police, if he had any concerns regarding this entertainment license. Chief DelPrete replied in the negative.

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

MOTION PASSED

- X. Consent Items - Discussion and/or action
  - A. Approval of Town Council Meeting Minutes of April 5, 2018
  - B. Tax Assessor's Additions & Abatements - March 2018
  - C. Finance Director's Report - March 2018

MOTION was made by Councilor Reichert to APPROVE the Town Council meeting minutes of April 5, 2018; to APPROVE the ADDITION to the 2017 Tax Roll in the amount of \$697.37 and the ABATEMENT to the 2017 Tax Roll in the amount of \$573.34; and to ACCEPT the Finance Director's Report for March 2018; seconded by Councilor Burlingame.

Discussion: Councilor Burlingame stated that he must abstain because he was not present at the meeting of April 5<sup>th</sup>. Councilor Henry stated that Councilor Burlingame should not have seconded the motion.

Councilor Burlingame WITHDREW his second.

Motion was seconded by Councilor Henry.

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

MOTION PASSED

XI. Unfinished Business

- A. Recreation Department: Spring Grove Pond - Discussion and/or action

Councilor G. Steere stated that more information was being sought regarding rights of the Town and methods of weed abatement. Councilor G. Steere suggested the Council remove this from the table until a later date. Councilor G. Steere noted that correspondence was received regarding Spring Grove Pond within the last week.

Councilor Henry stated that the Council had asked the Town Solicitor to research the ownership of the pond and it would be helpful to get an answer quickly to give our Recreation Director the information he needs to determine how he will move forward.

Tim Kane, Town Solicitor, stated that the Town owns Lot 19 and by the Assessor's map it looks like it goes right up to the water. T. Kane noted that there were some old rights and easements that were extinguished a year after the property was deeded to the Town. T. Kane stated that he needs to look at the deed for the person who owns the pond, but has not had a chance to do so. T. Kane stated that the Town Clerk supplied him with several items that he has reviewed, and he will continue to do more research to determine what rights we have to treat the water.

Councilor G. Steere stated that we have a letter, which he was going to mention under Correspondence, offering to give the Town a 40 acre lot which includes Spring Grove Pond. Councilor G. Steere stated that this is something we should not rush into due to the liability and because we already own a dam at Hawkins Pond that needs a lot of repair. Councilor G. Steere stated that he does not know the status of the dam at Spring Grove and has requested the latest dam condition report from DEM.



T. Kane stated that he will continue to research the matter.

MOTION was made by Councilor Henry to TABLE until the next Town Council meeting A. Recreation Department: Spring Grove Pond; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

## XII. New Business

### A. Gloucester Town Budget 2018-2019

1. Review of Budget - Town Council - Discussion and/or action
2. Adoption of Budget 2018-19 (for Referendum) and/or Set Special Meeting Date to Adopt - Discussion and/or action
3. Approval of Ballot Questions: Financial Town Referendum, May 15, 2018- Discussion and/or action

Councilor Burlingame stated that he met with Diane Brennan, Finance Director, today to resolve several questions that arose at the Public Hearing last night. Councilor Burlingame stated that one of them pertained to the \$200,000 appropriation for the reserve for future operations for Gloucester schools, and whether that should be transferred from surplus. Councilor Burlingame stated that if we did not transfer that from surplus, it would add \$200,000 to the appropriation, which was \$469,543 or a 2.2% increase. Councilor Burlingame stated that if we let it flow through without an offset, it would move that \$459,000 up to \$659,000 an increase of \$200,000.

Councilor Burlingame spoke regarding the Motor Vehicle Tax revenue, which is approximately \$2 million, but if the plan from the State is to phase it out over five (5) years, it would reduce it by \$400,000 a year. Councilor Burlingame stated that we did not see that number in the Budget and, more importantly, when the State provided numbers to us, they were not at that level. However, Councilor Burlingame noted that some of the numbers they recently provided were higher, so what he and D. Brennan discussed this afternoon was to increase the motor vehicle phase-out tax revenue by \$100,000. Councilor Burlingame stated that this would minimize the effect on the appropriation from \$200,000 to \$100,000.

Councilor Burlingame stated that another thing that came up at the Public Hearing was the phase out of the Land Trust Bond. Councilor Burlingame stated that the payment is around \$67,000 and will go away at the end of this year, so if we left \$100,000 in the appropriation, our exposure for next year would only be \$40,000 in terms of impact in a structural impact. Councilor Burlingame stated it made sense to add the \$100,000 to the revenue to reduce the appropriation which will also reduce the transfer from surplus and keep the number at \$469,000 as stated at the public hearing.

Councilor Burlingame stated that another item that came up was the Conservation Commission in the amount of \$210 and there was agreement to put that in the Budget. Councilor Burlingame stated that there was also discussion regarding the amount of money for the salary survey and evaluation. Councilor Burlingame stated that we had a quote of \$5,000 and the recommendation

was to put that in the Budget for the next year's expenditures, making the amount of the increase in terms of the appropriation \$5,210, excluding the \$100,000.

Councilor Burlingame stated that the Council got a report from the Finance Director and the chair of the Budget Board that the surplus at the end of 2017 was about \$570,000, and the Council talked about returning part of that back to offset the amount to be raised by taxes. Councilor Burlingame stated that, in his opinion, it would make sense to do so because we would still be well above the 12% requirement. Councilor G. Steere asked if this would create a problem moving forward next year. Councilor Burlingame replied that he does not believe so. Councilor Burlingame asked D. Brennan if we were to take \$200,000 from the Fund Balance, what would the percentage be. D. Brennan's replied that the current unassigned Fund Balance that we have is \$4,899,808 or 16.67% of the next budget. Councilor Burlingame noted that the changes proposed at last night's Public Hearing would move the Fund Balance down to 15.81%. Councilor W. Steere stated that he thought the \$200,000 was not coming from Fund Balance. Councilor Burlingame stated that it was last night, although it was not the Budget Board's intent. Councilor G. Steere stated that it is shown on page 2 as "transfer from surplus". Councilor Burlingame stated that it was the Budget Board's intent that the \$200,000 would come from appropriation, because if it was to support the schools, it would not be a one-time expenditure. Councilor Burlingame stated that he and D. Brennan tried to get it sorted out and stated that if it was left the way it was, it would be a one-time expenditure that would give us a \$200,000 structural problem in the future. Councilor Burlingame stated that since the motor vehicle phase-out money was understated by at least \$100,000, if we put it in the revenue, it minimizes the transfer from surplus from \$200,000 to \$100,000. Councilor Burlingame stated that if we leave it as it was, in terms of a problem next year, over \$60,000 will drop off due to the Land Trust debt service, leaving only a \$40,000 problem. Councilor Burlingame stated that the next question is, do we want to take more of the surplus and transfer it to offset the operating expenses, because we had a fairly good surplus at the end of 2017.

D. Brennan stated that the initial amount was \$100,000 coming in for revenue and \$100,000 being reduced from the actual surplus would bring the percentage of the Fund Balance to 16.14%.

Councilor W. Steere referred to the \$200,000 and asked if that becomes part of our budget every year, or is this a one-time payment into that fund. Councilor Burlingame replied that it is a hedge against a reduction in State Aid going forward and is put in there in lieu of sending it to the School Committee for the Maintenance of Effort. Councilor Burlingame stated that it should be treated as an ongoing cost, unlike a transfer from surplus, which is a one-time thing. Councilor W. Steere pointed out that either way, the taxpayers are still paying it and we are creating a \$200,000 bill every year. D. Brennan explained that the attempt was to mitigate that and not take the full \$200,000 from surplus, but to raise \$100,000 from taxes and take \$100,000 from surplus.

Councilor W. Steere stated that the next Council that will make the next budget could decide they don't want to fund that \$200,000 and asked what happens then. D. Brennan replied that it is what you do with any of the Special Appropriations, that \$200,000 is already approved by the voters and has already been assigned and targeted for a specific use.

Councilor Henry stated that the Gloucester School Committee will probably come in with a budget that will have the increase in it. Councilor Henry stated that we have been funding them even year after year but are anticipating that we won't be able to do that again next year.

After further discussion regarding the \$200,000, Councilor Henry stated that it is to protect the surplus, but is an arbitrary number that doesn't necessarily have to be \$200,000. Councilor W. Steere stated that he does not disagree with the concept, just where the money is coming from.

There was discussion concerning the Conservation Commission. D. Brennan explained that \$110, for two (2) people to go to a seminar, was omitted from their budget, and the chair asked for an additional \$100 at the Public Hearing, for a total of \$210.

Councilor W. Steere stated that there were two (2) questions regarding the salary analysis; who we are doing it for, and where the funds would come from. Councilor W. Steere stated his opinion that we should take it from the \$12,000 remaining in the budget that was set aside for salaries. Councilor W. Steere stated that there was consensus before that we could do it that way, but now that has changed. Councilor G. Steere commented that he does not think there was a consensus of that; it was discussed and decided that the money was for salaries and/or negotiations, and in the interest of being transparent, this is different. Councilor G. Steere noted that it probably cannot be done before June 30<sup>th</sup> and it should be put in the new budget. Councilor W. Steere stated that one way or another we will be paying \$5,000 and the money is there now, so why tax people another \$5,000. Councilor G. Steere stated that we could take it out of surplus because it is a one-time expenditure. Councilor W. Steere stated that we are being semantic that it is only for this or that, and commented that Councilor Burlingame had said at a previous meeting that it would be no problem, we should be able to do that. Councilor Henry stated that it for a study, not for salaries. Councilor W. Steere replied that it is for a salary study and if we had done it before we wouldn't be in the mess we're in now. Councilor G. Steere agreed to do the study, but stated that it should be in the new budget year. Councilor W. Steere stated that we could have started six (6) months ago if we took the funds out of the salary account.

Councilor Burlingame stated that the question remains whether we want to move more money out of surplus to offset the appropriation. Councilor W. Steere asked if that would create a structural deficit. Councilor Burlingame stated that we would have to look back over the past several years to see if we have ever been below a \$400,000 surplus and commented that he does not feel there is a risk down the road because of the surplus that we have and will generate this year. Councilor G. Steere stated that we have a big surplus every year and suggested cutting the budget by 1%. Councilor Henry commented that we have the Healthcare Reserve and Compensated Absence accounts that are huge, although it would not be prudent to touch them. Councilor Burlingame agreed and stated that these fund balances minimize our risk of a significant disaster.

After further discussion, Councilor G. Steere stated that the Council must decide on the extra \$100,000, the \$5,000 for the study and the \$210 for the Conservation Commission. Councilor G. Steere noted that everything else is the same. Councilor W. Steere stated that he would like to see the final numbers before taking action.

MOTION was made by Councilor Henry to add \$210 to the Conservation Commission Budget for the year 2018-2019; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

MOTION was made by Councilor Burlingame to put \$5,000 in for appropriation for a Salary Compensation Survey in the 2018-2019 Budget; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

Councilor Burlingame stated that the next item is to recognize the \$100,000 increase in revenue from the motor vehicle tax, which will reduce the amount to be raised by taxes by that amount, but we have to add back in the \$210 for the Conservation Commission and the \$5,000 for the salary survey. Councilor G. Steere stated that this leaves the transfer from surplus at \$200,000. Councilor Henry asked that somebody do the math and give them a final number.

Walter Steere, Jr. stated that Councilor Burlingame had mentioned that \$100,000 of the car tax money would count toward the \$200,000. W. Steere, Jr. asked if that would be “baked” into the budget and next year, in order to give the schools \$200,000, we would only have to put in \$100,000. Councilor Burlingame replied in the negative, stating that the expense side would stay put and the next Council would have to decide whether to continue with that \$200,000.

Councilor G. Steere stated that the increase in the amount to be raised by taxes will be reduced from \$469,543 to \$374,753, which is less than a 2% increase.

Councilor Burlingame stated that it will be a separate question on the referendum ballot to transfer from surplus \$100,000 to offset operating expenses. Councilor G. Steere asked why we don’t leave it at \$200,000 and let the motor vehicle tax offset the amount to be raised by taxes. Councilor Burlingame replied that they are separate issues. Councilor Burlingame noted that we cannot move surplus without voter approval.

Councilor W. Steere stated that we are going to put \$100,000 toward student proration and asked if we could take that out of surplus and remove it from the budget. Councilor Burlingame replied that Question #3 has \$100,000 reserved for the Region and Question #4 is the appropriation of \$200,000 for the future operations of the Gloucester schools. Councilor Burlingame stated that if we transfer \$100,000 from surplus for operations, that could be included within Question #1 as part of the total number. After further discussion, there was Council consensus to take \$100,000 from surplus for a future shift in student proration, and to word the question so the voters will know that this will not increase the amount to be raised from taxes.

Walter Steere, Jr. expressed concern that people will see the \$100,000 for student population on the ballot and they will misinterpret that to mean we are giving \$100,000 to the Region and they will say no. Councilor Burlingame stated that they passed it last time. There was Council consensus to use the wording “shift in student population ” in the question.

Councilor W. Steere suggested that we take everything that was discussed tonight and have the Finance Director give us actual numbers, and have a special meeting to finalize the budget.

MOTION was made by Councilor Burlingame to increase the revenue from the Motor Vehicle Tax by \$100,000; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

MOTION was made by Councilor Burlingame to word Question #3 as follows:

“Shall the Town Budget include an appropriation of \$100,000, from the surplus reserve, for a future shift in student population for the Foster/Glocester region, this appropriation will come from existing surplus and will not increase the amount to be raised by taxes”; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

Councilor Burlingame asked D. Brennan if she could put the numbers together before the close of the meeting. D. Brennan replied in the affirmative.

MOTION was made by Councilor Burlingame to word Question #4 as follows:

“Shall the Town Budget include an appropriation of \$200,000, from the surplus reserve, as a reserve for future operations of Glocester Elementary Schools, this appropriation will come from existing surplus and will not increase the amount to be raised by taxes”; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

MOTION was made by Councilor Burlingame to word Question #2 as follows:

“Shall the Town Budget include an appropriation of \$300,000, from surplus, towards a \$1.5 million dollar commitment (this is the third installment of five annual installments) for the necessary repairs to the Glocester Elementary Schools, this appropriation will come from existing surplus and will not increase the amount to be raised by taxes”; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

D. Brennan asked the Council if they want her to address the personnel matters on the agenda before she leaves to prepare the final numbers.

MOTION was made by Councilor W. Steere to skip to item C. Personnel; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

C. Personnel

1. Public Works

- a. Advance of Sick Time request for Council consideration -  
Discussion and/or action

Councilor G. Steere stated that the Council has received a request for the advance of sick time.

Diane Brennan, HR Director, stated that this is for an employee of the Department of Public Works who has exhausted all of his available sick time. D. Brennan stated that the employee meets the requirements and requested that the Council advance 30 days of sick leave, stating that it will run concurrently with the FMLA that has already been granted.

MOTION was made by Councilor Reichert to approve the request, dated April 4, 2018, for an advance of sick leave, not to exceed thirty days, for medical time off by a Public Works employee. Said employee was previously granted leave through the FMLA Act on April 5, 2018; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

2. Public Safety

- a. Appointment recommendation for part-time dispatcher - Discussion  
and/or action

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

TO: Honorable Town Council  
From: Chief Joseph DelPrete  
Date: April 12, 2018  
Subject: Police Department Dispatcher Position

Dear Council Members,

I would respectfully request to appoint Brianna Ruggiero to a part-time dispatch position on the Gloucester Police Department. Ms. Ruggiero has some experience and eighty hours of police and emergency services dispatch training with Scituate Police Department. After reviewing nine applications and three interviews Ms. Ruggiero will fit the needs of the part-time dispatcher scheduling vacancy at the police department once completely trained. This part-time dispatcher

replacement is needed to replace the vacancy left by the resignation of Christopher Decesare on April 10, 2018.

I further would request that this appointment be effective starting Monday April 9, 2018 where Ms. Ruggiero will be placed on a 40 hour training schedule at \$10.10 per hour up to 10 hours a week. Once she satisfactorily completes all training requirements she will be placed on the part-time dispatcher schedule at an hourly wage of \$17.00 per hour with no benefits. She will also be placed in the part-time dispatcher pool and fill any vacancies as needed.

Respectfully Submitted,  
Joseph DelPrete  
(end of memo)

Councilor G. Steere noted that the Council has also received a similar request from the Personnel Director.

Discussion: None.

MOTION was made by Councilor Reichert to APPOINT Brianna Ruggiero to the Gloucester Police Department to the position of Part time Dispatcher on a 40 hour training schedule at \$10.10 per hour up to 10 hours a week. Once training is complete, employee will be placed on the part-time dispatcher schedule at an hourly wage of \$17.00 per hour with no benefits. Employee will be placed in the part-time dispatcher pool and fill any vacancies as needed. Appointment is effective April 9, 2018; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

3. Bds. & Commissions

a. Planning Board - Part time recording clerk - Discussion and/or action

Councilor G. Steere read the following into the record:

To: **Honorary Town Council Members** ~  
From: Diane L. Brennan, Director of Finance/ HR  
Date: April 12,2018  
Re: Planning Board Clerk

Two individuals applied for the position of Planning Board Clerk. One interview was conducted by Karen Scott, Planning Director, George Charette, Chair of Planning Board, and myself.

The collective recommendation by the panel is to appoint Denise Campbell to the position of Planning Board Clerk. This decision was unanimous. Denise has experience as the Department Administrative Coordinator at Rhode Island School of Design. The board looks forward to working with Denise as the planning board clerk.

The recommended appointment date is April 19, 2018 in time for the next planning board meeting. This position is not eligible for benefits. The salary for the position is \$150 per meeting upon approval of the minutes.

This recommendation is for consideration at the meeting on Thursday April 19, 2018  
(end of memo)

MOTION was made by Councilor Henry to APPOINT Denise Campbell to the position of Planning Board Clerk at a salary of \$150 per meeting upon approval of the board's minutes, effective April 19, 2018; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

4. Tax Assessor Department
  - a. Senior Clerk Appt. - Discussion and/or action

Councilor G. Steere read the following recommendation from the Personnel Director:

To: **Honorable Town Council Members**  
From: Diane L. Brennan, Director of Finance/ HR  
Date: April 19, 2018  
Re: Clerk II Tax Assessor

A **Senior Clerk** position in the Tax Assessor's office was posted in house in February, advertised in the Valley Breeze, and posted to the Gloucester Town website in March 2018.

There were no responses in house and 9 applicants for the job. After 4 requests for interviews, 3 actual interviews, 2 second interviews, and several reference checks, Jessica Parker is being recommended for the position as a **Clerk II**. This was concluded unanimously with the assistance of Lori Desantis and Jane Steere who were part of the process.

Although the job was advertised as a **Senior Clerk**, the applicants did not come with the level of experience we had hoped. In her current job, Jessica is utilizing some of the skills needed for the position. Her full exposure to the duties in the office will come in part with on the job training. Jessica has been asked to take classes offered in the assessing field to be further trained for her job. It is expected this will take a year's time based on the class scheduling.

Upon successful completion and positive performance evaluations, the job will be evaluated and the position recommended to be upgraded to a **Senior Clerk** with council approval.

The position is 37.5 hours weekly, includes a full benefit package, and is part of the clerk's bargaining unit.

Jessica is a Gloucester resident and has indicated her excitement to become part of the Gloucester team. I wish to welcome her to the town and look forward to her employment as a **Clerk II** in the Tax Assessor's Department.

The Town Council will consider this appointment at the April 19, 2018 council meeting at 7:30 PM in Gloucester Town Hall. Upon favorable action, her start date is Monday May 7, 2018.

(End of memo)

Discussion: None.



MOTION was made by Councilor Burlingame to APPOINT Jessica Parker to the position vacant in the Tax Assessor's Department as a Clerk II, said position is for 37.5 hours weekly, includes a full benefit package, and is part of the Clerk's bargaining unit; seconded by Councilor Reichert.

Discussion: Councilor W. Steere asked if after successful completion of all the courses she needs to take, she will become a Senior Clerk. D. Brennan replied that she will have to successfully pass the courses and demonstrate that she understands the skills required. D. Brennan noted that she will come back to the Council for approval of promoting to Senior Clerk.

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

MOTION PASSED

B. Affordable Housing Recommendations (Town Planner) to Special Legislative Sub-Committee - Discussion and/or action

Councilor G. Steere stated that Karen Scott, Town Planner, has submitted recommendations she would like to submit to the legislative committee currently reviewing the Low and Moderate Income Housing Act for the consideration of revisions. Councilor G. Steere stated, as the committee is meeting next on April 25<sup>th</sup>, Karen would like to present her recommendations if Council is in agreement. Councilor G. Steere read the Recommendations as follows:

**1. Definition of "consistent with local needs" [RIGL 45-53-3 (4)]**

**Issue:** This definition sets a one size fits all for most Towns requiring at a minimum, that 10% of the year round housing units meet the RIGL 45-53 definition of low and moderate income housing. This definition does not take into consideration key differences across municipalities including access to public water, access to public sewer, access to public transportation, land capacity, local growth rates, and other existing state policy.

**Proposal:** Consider establishing a realistic, yearly goal for incrementally increasing affordable housing stock. For rural communities with consistently low growth rates and no access to public infrastructure, a realistic goal could be 15% of all residential building permits issued. If a community were to meet that goal in a given calendar year, they would not be subject to Comprehensive Permit applications in the following calendar year.

**2. Definition of "low and moderate income housing" [RIGL 45-53-3 (9)]**

**Issue:** The current definition allows municipalities to only count housing units as low and moderate income units when they are subsidized by a federal, state, or municipal government subsidy and deed restricted for at least 30 years. This narrow definition drastically undercounts the affordable units that actually exist within a municipality.

**Proposal: Mobile Homes** - Allow year round mobile homes in mobile home parks to be included in the definition of Low and Moderate Income Housing with no deed restriction provided that the assessment of the mobile home does not exceed 100% of the Low and Moderate Income Housing Maximum Sales Price (4 person).

**In-law Apartments** – Allow in-law apartments to be included in the definition of Low and Moderate Income Housing with no deed restriction.

**Assessed Value** – Allow a credit of up to 20% of the required Low and Moderate Income Housing units required if the average assessed value of a single family home is lower than that deemed affordable by those making 120% of the Area Median Income (4 person).

**Tax Exemptions** – Where a municipality offers a tax exemption to income qualified residents, that home should be counted with no deed restriction.

**Conclusion:** The proposals as outlined above would better account for the diversity among the State’s municipalities and assist municipalities in establishing more realistic low and moderate income housing targets based on actual development factors such as availability of services and growth rates. In addition the proposed changes allow municipalities to more accurately illustrate the overall affordability within the community. Next steps could include a subcommittee with expanded membership of the Special Legislative Committee to draft proposed language as well as develop streamlined instructions for accounting for the expanded units initially and on an annual basis moving forward.

(End of proposal)

Discussion: Councilor G. Steere stated that K. Scott put a lot of work into this, including testifying at the State House, and thanked her for her efforts. K. Scott stated that the committee has heard a lot of testimony from rural communities and will be considering the recommendations that were presented. Councilor G. Steere stated he thought the recommendations were great.

MOTION was made by Councilor Burlingame to AUTHORIZE the Town Planner to forward recommendations, on behalf of the Town of Gloucester, as agreed upon by Council, to the Special Legislative Subcommittee studying possible amendments to the Low and Moderate Income Housing Act; seconded by Councilor Henry.

Discussion: There was discussion concerning the proposal to establish the goal of 15% of all building permits issued to be for affordable housing.

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

MOTION PASSED

- C. Personnel
  - 1. Public Works
    - a. Advance of Sick Time request for Council consideration - Discussion and/or action

See above.

- 2. Public Safety
  - a. Appointment recommendation for part-time dispatcher - Discussion and/or action

See above.

3. Bds. & Commissions
  - a. Planning Board - Part time recording clerk - Discussion and/or action

See above.

4. Tax Assessor Department
  - a. Senior Clerk Appt. - Discussion and/or action

See above.

D. School Regionalization Update - Discussion and/or action

Councilor Henry stated that the subcommittee on regionalization came to the Council and did a presentation and she attended their last meeting. Councilor Henry stated that some of the Council members had questions which she presented to the subcommittee. Councilor Henry stated that she has typed up the answers and sent them to the Town Clerk to be forwarded to the Council members.

E. Memorandum of Understanding between Town of Glocester & F/G Regional School District, RE: Use of tonnage space within Town's cap (RI Resource Recovery) - Discussion and/or action

Councilor G. Steere read the following request from the Regional School District:

We would like to request to do another MOU for 80 tons with the town of Glocester for FY19. It is our understanding that the Region did not cause the town to go over their cap with the landfill. I have attached the cap allotments from RI Resource Recovery and a copy of the MOU for this fiscal year. This would keep the cost to the Regional school district at \$47/ton and without an MOU, the cost will increase to \$67/ton. The MOU must be filed with RI Resource Recovery by 7/31/18.

We are requesting that this be put on the town's agenda prior June 1, 2018 to allow ample time for any discussion and execution.

Thank you for your help.

Regards,

Bridget Almon

Business Manager

Foster-Glocester Regional School District

(end of memo)

Discussion: Councilor G. Steere stated that we did this last year and did not go over the cap. Councilor Henry noted that in last year's letter, it said that if we exceeded the cap, the School Department would pick up the difference. Councilor G. Steere stated that the motion contains this wording.

MOTION was made by Councilor Burlingame to AUTHORIZE the Town Council President to sign a Memorandum of Understanding, for July 1, 2018 to June 30, 2019, between the Foster-Glocester Regional School District and Town of Glocester 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 Reichert

Discussion: None.

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

NAYS-0

MOTION PASSED

F. Boards & Commissions

1. Parade Committee

- a. Corres. from Chair requesting removal of member, Alt. #3 -  
Discussion and/or action

Councilor G. Steere stated that the Council has received a recommendation from the Chair of the Parade Committee. Councilor G. Steere stated the Chair, M. DeGrange, is requesting removal of a member (currently in the Alt. #3 position) from the committee as the member does not attend meetings. Councilor G. Steere stated that per the Code of Ordinances the notice should also be sent to the member and may be placed on a future Council meeting agenda.

Discussion: Councilor G. Steere asked if the member must be notified. Tim Kane, Town Solicitor, replied in the affirmative, stating that the notice should come from the Council. Jean Fecteau, Town Clerk, stated that the rules and regulations for boards and commissions states that a copy of the letter the Council received from the chair must be sent to the member.

MOTION was made by Councilor Burlingame to put this on the next Council agenda and to direct the Town Clerk to notify the individual affected; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

XI. Town Council Correspondence /Discussion

- A. Councilor G. Steere stated that correspondence was received from DOT regarding drainage problems at properties located at 916, 917, 924, and 928 Putnam Pike. Councilor G. Steere stated that they are asking if the Council wants them to share the information with Senator Fogarty and Representatives Chippendale and Keable. J. Fecteau stated that she asked them to do so because the original letter was sent to the Senator and Representatives.

- B. Councilor G. Steere stated that a letter was received from a resident regarding Spring Grove Pond. Councilor G. Steere explained that the resident is trying to buy the pond and the land that goes with it, and would like to separate the building lot and donate the pond to the Town.

- C. Councilor G. Steere stated that the Council received a copy of the 2018 Kids Count Fact Book.

XII. Department Head Reports/Discussion

- A. Joseph DelPrete, Chief of Police, stated that interviews have been conducted for the Assistant Animal Control Officer position and he will be submitting a memo for the next meeting.

Chief DelPrete stated that there will be a prescription drug give-back next Saturday at the Police Station. Chief DelPrete noted that we usually collect 40 or 50 pounds each year to give back to the DEA to be destroyed.

- B. Gerry Mosca, EMA Director, stated that there will be a MEDS exercise at the High School on Saturday. G. Mosca noted that there is grant money available for training.
- C. Bob Shields, Recreation Director, stated that at the last meeting of the Recreation Committee, a local artist, Brian Trainor, offered his services and materials to make improvements to the skate park at Gloucester Memorial Park. B. Shields stated that the artist would use geometric shapes and colors to camouflage the graffiti that exists. Councilor W. Steere stated that the Council would have to see a proposal prior to approval.

### XIII. Bds. and Commissions Reports/Discussion

- A. Mike Ahnrud, Conservation Commission chair, reported that the first annual clean-up is scheduled for Saturday at 9:00 and volunteers should meet at the parking lot near the Transfer Station.

### XIV. Open Forum

- A. Don Simpson, 150 Lake View Drive, spoke about solar panels, stating that it is a shame that huge swaths of trees are being pulled up to install them. D. Simpson commented that some installations have stone walls and trees in front of them so you don't even know they are there. D. Simpson stated that there should be a limit to how many of these things we allow. Councilor G. Steere responded that we have an Ordinance and the applicants must come before the Planning Board. Councilor G. Steere stated that there are several large projects being proposed that may require a Special Use Permit. Councilor G. Steere encouraged D. Simpson to attend the Planning Board meetings.

At this time, the Finance Director returned to the meeting and stated that, after incorporating the changes made to the Budget, the appropriation is \$29,400,470, with a little adjustment on the Capital side, and the property tax levy will be not less than \$21,500,000 nor more than \$21,625,000. D. Brennan stated that this brings the amount to be raised by taxes to \$276,118, or 1.3%.

Councilor W. Steere asked if the \$5,000 for the analysis is coming from Capital or the Fund Balance. D. Brennan replied that she has it as a line item in Other Operations and called it Salary Compensation Study. Councilor W. Steere stated that he thinks it should be in Capital because we are double-taxing people. Councilor W. Steere noted that we already have the money and \$12,000 is going back into Fund Balance anyway. Councilors G. Steere and Burlingame stated that it is not Capital. Councilor W. Steere replied that we have contracts in Capital to do different things. Councilor Burlingame stated that it is not the same, and Councilor W. Steere disagreed, stating that it is a one-time expense. After further discussion, Councilor Burlingame stated that we have had this debate and should move on the recommendation.

MOTION was made by Councilor Henry to word Question #1 as follows:

“Shall the Town Budget for fiscal year 2018/19 appropriate a sum of \$29,400,470 which includes Municipal Service & Capital Expenses; Glocester School Dept. Operating & Capital Expenses; Glocester’s share of the Foster/Glocester Regional Operating & Capital Expenses; and includes a Levy of Property Tax not less than \$21,500,000 nor more than \$21,625,000; seconded by Councilor Burlingame.

Discussion: Councilor W. Steere asked if we can take the \$5,000 out of Fund Balance as we did for the student proration. Councilor Burlingame replied that the Motion does not call for that. Councilor G. Steere noted that we are already offsetting some of the taxation with this.

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

MOTION PASSED

Councilor Burlingame stated that the other questions have all been approved. Tim Kane, Town Solicitor, stated that the next motion will be to adopt the Budget, as amended, for presentation to the voters at the Financial Town Referendum.

MOTION was made by Councilor Henry to ADOPT the 2018/2019 Budget, as amended, for presentation to the voters at the Financial Town Referendum; seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

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

- A. R.I.G.L. 42-46-5 (a)(4) Investigative Proceedings regarding Allegations of Civil Misconduct - Discussion and/or action
- B. R.I.G.L. 42-46-5 (a)(2) Collective Bargaining - Discussion and/or action

seconded by Councilor Burlingame.

Discussion: None.

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

MOTION PASSED

XVI. Reconvene Open Session  
Disclosure of votes taken

MOTION was made by Councilor W. Steere to SEAL the minutes of Executive Session and to disclose that one (1) vote was taken; seconded by Councilor Reichert.

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

MOTION PASSED

XVII. Adjourn

MOTION was made by Councilor Burlingame to ADJOURN at 11:52 p.m.; seconded by Councilor Reichert.

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

NAYS-0

MOTION PASSED