

At a meeting of the Town Council holden in and for the Town of Gloucester on May 3, 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; Walter M. O. Steere, III; William E. Reichert and Patricia Henry.

Member Absent: Edward C. Burlingame, Vice-President

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; and Bob Shields, Recreation Director.

III. Pledge of Allegiance

The Pledge of Allegiance was recited.

IV. Open Forum - For Agenda Items

Ericka Dauphinais stated that she wishes to speak regarding an item under New Business, Process for creating part-time HR Director position. E. Dauphinais asked if she will be allowed to ask some questions when this item is addressed. Councilor G. Steere replied in the affirmative.

V. Citations- Discussion and/or action

A. Eagle Scouts

Councilor Henry stated that she was contacted by Myles Beltram of Troop #7 regarding citations for seven (7) young men who will become Eagle Scouts on May 21st. Councilor Henry stated that she responded that this would be on tonight's agenda, however nobody is present to receive the citations. There was Council consensus to table this to the next Town Council meeting.

MOTION was made by Councilor Henry to TABLE the Citations for Eagle Scouts until the next Town Council meeting of May 19, 2018; seconded by Councilor Reichert.

Discussion:

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

MOTION PASSED

VI. Public Hearings

- A. Gloucester Code of Ordinances
1. Proposed Amendments

- a. Addition: Part 1: Admin. Leg., Chapter 1., Article III, Comprehensive Plan, Sections 1-20 & 1-21 - Discussion and/or action

Councilor G. Steere explained that the Council is amending the Code of Ordinance to meet state guidelines for the adoption of the amended Comprehensive Plan.

Councilor G. Steere stated that the first reading for this amendment was held on April 5th, 2018 and this hearing was advertised in the Observer on April 19, 2018.

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

Discussion: None.

Councilor G. Steere DECLARED the Public Hearing Closed.

MOTION was made by Councilor Reichert to ADOPT the amendment to the Gloucester Code of Ordinance with the addition of Part 1: Admin. Leg., Chapter 1., Article III, Comprehensive Plan, Sections 1-20 & 1-21, said amendment effective upon passage; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

- b. Deletion: Part 2: Boards, Commissions and Committees, Chapter 70, Comprehensive Community Plan Coordination Committee 70-1 through 70-3 - Discussion and/or action

Councilor G. Steere explained that the Council is amending the Code of Ordinance by proposing the deletion of an ordinance that created a committee that was disbanded in 2010.

Councilor G. Steere stated that the first reading for this proposed amendment was held on April 5th, 2018 and this hearing was advertised in the Observer on April 19, 2018.

Councilor G. Steere DECLARED the Public Hearing Open and asked if anyone wished to be heard.

Discussion: None.

Councilor G. Steere DECLARED the Public Hearing Closed.

MOTION was made by Councilor Henry to ADOPT the amendment to the Gloucester Code of Ordinance with the deletion of Part 2: Boards, Commissions and Committees, Chapter 70, Comprehensive Community Plan Coordination Committee 70-1 through 70-3, said amendment effective upon passage; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0
MOTION PASSED

VII. Consent Items - Discussion and/or action

- A. Approval of Minutes of Town Council Public Hearing of April 18th & Town Council Meeting of April 19th, 2018- Discussion and/or action

MOTION was made by Councilor W. Steere to APPROVE the Town Council Public Hearing minutes of April 18, 2018 and to TABLE the APPROVAL of the April 19th, 2018 Town Council meeting minutes to May 17th, 2018; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

VIII. Unfinished Business

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

Tim Kane, Town Solicitor, stated that he did some research and advised the Council that the Town has the right to maintain the beach the way it has historically been maintained, by mechanical means or otherwise. T. Kane stated that he would not advise the use of chemicals to treat the growth at this time, as there are other people who border the lake. Councilor Henry concurred, stating that the water travels to other areas, and mothers would not want their children to swim in water that has been treated with chemicals. Councilor Henry stated her opinion that we remove the growth with rakes and not even use herbicides. Councilor Henry stated that Bob Shields, Recreation Director, is looking for direction from the Council so he can move forward.

MOTION was made by Councilor Henry to AUTHORIZE the Recreation Director to clean the historic beach area by mechanical methods, with no chemicals at this time; seconded by Councilor Reichert.

Discussion: Councilor W. Steere asked if we will just be doing the beach area, where we normally conduct activity. T. Kane replied in the affirmative. Councilor W. Steere inquired what is meant by “mechanical”. Councilor Henry replied that rakes would be used. Councilor W. Steere asked who would be doing the raking. Councilor Henry replied that she cannot answer that. Councilor G. Steere noted that B. Shields had looked for prices to have this done. Councilor Henry stated that she believes it would be approximately \$4,200. Councilor W. Steere asked if the money would come from the Recreation Department budget and if it would be a one-time expense.

At this time, Bob Shields arrived at the meeting. B. Shields agreed that mechanical treatment has some down sides and only removes the problem for that particular season. B. Shields stated that he received two (2) quotes; one option was about \$10,000 to treat the entire pond, the other, for \$4,200, was to treat a specific 3-acre section of the pond, including the beach front, using a contact

herbicide which would have to be done on a yearly basis.

Regarding the mechanical method, Councilor W. Steere again asked who would be doing the work and where the money would come from. There was discussion regarding the lifeguards doing the raking during their regular working hours and B. Shields stated that there are funds in the Recreation Department budget to cover the cost of the rakes. B. Shields stated that if the Council feels that it would be too dangerous for the lifeguards, there are two (2) other individuals who are at least 18 years old and have been charged with maintaining the parks. B. Shields commented that this would be a good summer to test it out and if it is successful, we could continue on this path, and if not, we could look into an alternate method for 2019.

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

MOTION PASSED

IX. New Business

A. Process for creating part-time HR Director position.

Scope of responsibilities and job role/funding of position - Discussion and/or action

Councilor W. Steere stated that based on recent events, he feels that we are in a position where we need to create a part-time position to handle the HR area currently handled by Diane Brennan, Finance Director. Councilor W. Steere stated that this would “take a lot off her plate” and give us someone who could just focus on HR. Councilor W. Steere recommended 19 or 20 hours per week and stated that we would need to figure out the scope of responsibility, how we would fund the position, etc. Councilor G. Steere stated that the position could be per diem, as needed, because we sometimes go months without needing anybody for that position. Councilor W. Steere stated his opinion that we need to move forward with something and the biggest question is funding. Councilor W. Steere noted that the Budget has been approved to be forwarded to the voters and this was not included. Councilor W. Steere stated that if we did something before July 1st, there is \$12,000 that was not used for salaries, but it takes time to find the right person. Councilor W. Steere asked D. Brennan if she had any thoughts on the matter. D. Brennan replied in the negative. Gary Treml, Director of Public Works, noted that the Council is paying for temporary help in his office out of those funds.

Councilor Henry stated her opinion that all are in agreement that we need to pull this position out and not have it housed where it currently is. Councilor Henry stated her feeling that we should try for a while to see the need, and look at it more like a consultant/part-time person paid on a per diem basis, as needed. Councilor Henry noted that it is not in the Budget for this coming year and she does not know how we would go forward with that.

Councilor W. Steere stated that he sees Councilor Henry’s point, but there is value in having someone available at Town Hall, whether a couple of days a week or a couple of hours a day. Councilor W. Steere stated that this would give employees somebody to go to if they have any questions.

Dave Steere, Budget Board chair, stated that we have a Personnel Director now, and asked if that person no longer wants that responsibility. Councilor W. Steere replied no, this is based on recent events. D. Steere inquired how this was brought up. Tim Kane, Town Solicitor, responded that it

was a recommendation from a third party and was put on the agenda by a Council member. Councilor W. Steere stated that it is about transparency but there are certain things that the Council can't talk about right now either. D. Steere commented that this goes back to, in Donald Trump's words, a "witch hunt" that is going on here. Councilor W. Steere stated that he would not characterize it as that. D. Steere asked if the part-time person will be well-versed in municipalities. Councilor W. Steere stated that this will be addressed in the scope and responsibilities. D. Steere gave the example that if the Tax Collector retires, how will the HR person interview somebody if they have no idea what the Tax Collector does. Councilor W. Steere replied that we have job descriptions. D. Steere stated that when you are interviewing people, if you don't know the terminology of that job, it is difficult to determine who is qualified and who is not. Councilor G. Steere agreed and stated that we would have to find the right person with municipal experience.

Councilor G. Steere stated that the Council has had this discussion before and it was recommended recently by a third party. D. Steere stated that he hopes it was a qualified third party.

Ericka Dauphinais, resident, stated that it was raised by a third party that there is a need for a person to support the Finance Office. E. Dauphinais noted that raises were just given and another person was hired in the Finance Office. Councilor Henry stated that it is not to support the Finance Office. E. Dauphinais stated that the minutes state that Diane Brennan was getting a raise in July because she is doing Finance, HR and School Business Manager. E. Dauphinais stated that the Council had done an assessment to compare municipalities from a salary perspective and had determined that the \$10,000 should go to the Finance Director. E. Dauphinais stated that we don't have any information on that other than the State's data because there were no meetings about it, as she was told by Councilor G. Steere. E. Dauphinais listed the towns that Councilors Burlingame and Reichert had compared Gloucester to at a previous meeting, and reviewed the set up in those towns. Regarding scope of responsibilities, E. Dauphinais asked what needs to be done in that office that can't be done by the people who are already there.

Councilor G. Steere stated that this discussion is getting off the agenda. E. Dauphinais disagreed, stating that we are talking about hiring someone else for that office when we recently gave a raise to somebody, and there has been no analysis provided. E. Dauphinais noted that Councilor Henry had specifically stated that the Finance Director had taken on other responsibilities and attends meetings several times a week, and she has additional responsibilities.

Councilor Henry stated that out of respect to Diane Brennan, she would like her to be addressed as "Mrs. Brennan" or "Diane" instead of "she". Councilor Henry stated that she would like to know why we are not scrutinizing every other department head and noted what the salary of former Finance Director, Tom Mainville, would be if he was still here today. E. Dauphinais stated that she didn't know that answer but that she had spoken with Councilor G. Steere today, who had told her that the town offered Mr. Mainville \$30,000. Councilor Henry stated that when T. Mainville left in 2014, he was at \$79,858 and if he was still with us today, he would be at \$90,431. Councilor Henry stated that with an increase for 2019, he would be at \$93,144. Councilor Henry stated that when Mrs. Brennan was hired in 2014, her salary was \$75,000 per year and she came to this community with 26 years of experience in other much larger municipalities. Councilor Henry stated that in 2016, she was raised to \$77,000 and today Mrs. Brennan is making \$80,000, which is \$10,000 less than Mr. Mainville would be making if he were sitting in that office today. Councilor Henry

noted that since the time that Mr. Mainville left, the Town has saved \$42,000 in salary. Councilor Henry spoke regarding Diane Brennan's background and degrees. Councilor Henry stated that the difference between what T. Mainville would be making now and what Diane Brennan makes is \$242. Councilor Henry stated she does not know what all this "bru ha ha" is all about. Councilor Henry stated that she will say one other thing which may raise some issues, but she wonders if Diane was "Tom Brennan" instead of "Diane Brennan", would we even be having this discussion. E. Dauphinais replied that she would be having this discussion because she is not affiliated with this town, she is a taxpayer and concerned citizen. Councilor Henry stated "so am I". E. Dauphinais stated that she was speaking and did not interrupt Councilor Henry when she was speaking. Councilor Henry stated that she will not be yelled at and pointed at by E. Dauphinais.

Councilor G. Steere stated that the New Business on the agenda is to separate the HR from the Finance Office and we are done talking about the Finance Director. E. Dauphinais stated that she was not talking about the Finance Director. E. Dauphinais answered Councilor Henry's question about why other departments are not being scrutinized by stating that she has been asking since January for information on the competitive analysis. E. Dauphinais stated that if she does not get that, she can't scrutinize anything. E. Dauphinais stated that she said, on record, that she did not say that anybody was not deserving of an increase, she said she wanted to understand it, and no one on the Town Council has taken the time to do that. E. Dauphinais stated that her initial comment was that she would like to understand the roles and responsibilities from Ms. Brennan as to what she is looking for, because it is not just about the increase that we are spending as taxpayers, we have also hired additional people, and those are all expenses that roll up. E. Dauphinais stated that she is not accusing anybody of doing anything wrong, or saying that Ms. Brennan is not qualified to receive the extra money, she is just saying that nobody has provided any information. E. Dauphinais noted that according to the State's salary data, the Tax Assessor and Building Code Official salaries are less, so why did they not receive an increase at the same time. E. Dauphinais stated that she would like to hear from Ms. Brennan.

Councilor W. Steere stated that Ms. Brennan does not need to respond because he added this to the agenda, and stated that the Council needs to have discussion regarding the steps needed to add this position. Councilor G. Steere stated that we probably all agree that the role should be taken out of the Finance Office because that office is busy enough. Councilor W. Steere pointed out that it is no reflection on Diane Brennan. Councilor Henry commented that as a new Councilor, she had said that regardless of how competent someone can be, to have three (3) job responsibilities was too much, in her opinion. Councilor Henry reiterated what Councilor W. Steere said, that this has no reflection on Diane Brennan's ability to do the job.

Councilor Henry stated that she wants to apologize personally to Diane Brennan for having to sit through this, what she would call a "sh** show".

E. Dauphinais stated one more time, as she has done in the past, that this is the role that D. Brennan accepted and the job description that was posted included those three (3) components. E. Dauphinais stated that we all make decisions in our lives to take different roles, and if she herself wanted to make less money, she would work in a municipality to have a work life balance. E. Dauphinais stated her opinion that we cannot talk about Ms. Brennan's role and how she took on too much in relation to this role, because she took on that role knowing what the responsibilities were. E. Dauphinais stated that she wants to know what the responsibilities will be of this new

person for the potential part time role. E. Dauphinais stated that if the Finance Director's role changes in any way, how is it acceptable at the salary rate that was just decided. E. Dauphinais stated that we are removing responsibilities but still keeping the increase.

Councilor W. Steere stated this is just the first step.

Councilor Henry stated that she is sorry that it doesn't make sense to E. Dauphinais, but the Council has had this discussion with her at several Council meetings over the last two (2) months. Councilor Henry stated that the Council has tried to be transparent in telling her that many of them spent a lot of time doing some analysis, but that didn't seem to be enough information for her. Councilor Henry stated that she does not know why E. Dauphinais has the need to keep ruminating on this topic and why she is not able to absorb the information given to her. Councilor Henry stated that at this point, she is sorry for that, but does not know what more the Council can do to make E. Dauphinais understand the process.

E. Dauphinais responded that she has asked a number of times for information and has been told that during Open Forum, she is not allowed to get that information. E. Dauphinais further stated it is not a matter of not understanding, it is a matter of not being provided the information regarding the decisions that were made and the work that the Council has done. E. Dauphinais stated that Councilor Henry has indicated that there was a lot of work put into the salary analysis that the Council has done, but when it is referenced that Councilors took part and weighed in on it, that requires an agenda and meeting disclosure minutes, and she has not seen that. E. Dauphinais stated that if the Council wants to "keep sliding things under the rug" and "butter your bread the way you want to"...(multiple speakers). Councilor Henry stated that she finds E. Dauphinais' comments absolutely insulting. Councilor G. Steere stated that we are going to move on. Councilor Henry stated that "nobody has buttered her bread" and she takes exception to that and most of E. Dauphinais' comments tonight.

Councilor W. Steere stated that the next step would be to define the job role and determine the duties and scope of this position. Councilor W. Steere stated that the Council must decide if this will be part-time or per diem. Councilor G. Steere commented that this will take time as there is much to consider.

Councilor Reichert expressed his opinion that what the Town needs is a Town Manager because we have a \$30 million budget and are not a part-time little business. Councilor Reichert stated that the employees need someone to talk to when they have problems. Councilor Reichert stated that the Council tries to be available, but they are part-time and cannot always be here.

Tim Kane, Town Solicitor, stated that he will see what he can find regarding job descriptions and recommended that the Council continue this until their first meeting in June.

MOTION was made by Councilor W. Steere to CONTINUE the process for creating part-time HR Director position until the Council meeting of June 7, 2018; seconded by Councilor Reichert.

Discussion: None.

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

NAYS-0

MOTION PASSED

Councilor Henry asked who will do the work on the scope of responsibilities and job role/funding, etc. Councilor G. Steere stated that the Town Solicitor will look into it.

B. Funding and implementation of salary analysis study - Discussion and/or action
Councilor W. Steere stated that this has been put into the budget for next year, but it was stated that we would only include department heads. Councilor W. Steere gave his opinion that it should be all non-union employees which would double the price of the analysis. Councilor W. Steere further stated that he feels it should be started sooner rather than later. Councilor W. Steere stated that we could start funding it this year with the money set aside for salaries or if we wanted to, we could take it out of the Council Contingency account.

Councilor G. Steere suggested that we wait to see what happens with the rest of the non-union employees. Councilor Henry stated that she thought the Council made a decision about this at the last meeting. Councilor W. Steere stated that was just for the budget for next year and he is bringing it up again because he feels it is important to have something in writing.

Councilor G. Steere noted that the analysis for the department heads is proposed in the new budget. Councilor W. Steere stated that the cost is approximately \$5,000 and if all non-union employees are included, it would be double that amount. Councilor W. Steere stated that he thinks there are funds available and noted that the Council always seems to find a way to fund other things. Councilor W. Steere stated he would like to see this done sooner rather than later as it is important. Councilor G. Steere asked if Councilor W. Steere is thinking about doing that half first and leaving the other half in next year's budget. Councilor W. Steere replied in the affirmative and stated that it should not take months to do that. Councilor Reichert noted that if the Highway Department goes union, we will have to negotiate everything. Councilor G. Steere stated that we would need to get a price for the non-union employees, then we would have to try to find the money. Diane Brennan, Finance Director, stated she gave Council two versions, one for the Department heads and (inaudible). D. Brennan questioned if Council was considering using the contingency account. D. Brennan stated she will see what is available. D. Brennan will discuss specifics with W. Steere. D. Brennan will check the availability of the vendor. Councilor G. Steere stated this would be for other non-union employees in this current year. Councilor W. Steere stated with the rest to be done July 1st.

MOTION was made by Councilor W. Steere to CONTINUE the funding and implementation of salary analysis study, until the meeting of May 17, 2018;

Councilor Henry asked for clarification, stating that she thought the Council voted on this at the last meeting. Councilor Henry stated that motions were made, votes were taken and decisions were made. Councilor G. Steere replied that the Council voted to include in the new budget \$5,000 for the salary study for department head. Councilor Henry agreed and stated that it was to start on July 1st. Councilor G. Steere stated that we did not address other non-union positions, which is what Councilor W. Steere is proposing we try to do. Councilor Henry asked "earlier, before we do the department heads?". Councilor W. Steere replied in the affirmative. Councilor G. Steere noted that the non-union positions are a little bit in limbo at the moment and he suggested that we discuss it

at the next meeting when we have a full Council.

Jean Fecteau, Town Clerk, asked that somebody second Councilor W. Steere's motion if there is to be further discussion.

Motion was seconded by Councilor Reichert.

Discussion: Councilor Henry again stated that the Council already discussed this and voted on it at the last meeting and asked why we are doing it again. Councilor W. Steere stated that we voted on what will be in the budget for next year and it was stated that we did not have funding in the current budget. Councilor Henry stated that she thought that is where we were going to leave it. Councilor W. Steere stated that he brought it up again because he feels it is important. Councilor W. Steere stated that he has been bringing it up for a year and a half but nobody wanted to listen. Councilor G. Steere noted that Councilor W. Steere voted against it at the last meeting. Councilor W. Steere stated that he voted against it because he wanted to do it this year, \$10,000 for everybody to be included. Councilor G. Steere stated we don't have the money, Councilor W. Steere stated we do have the funds.

Councilor Henry commented that if we are going to do a study, it should be directive and done all at one time, department heads, non-union, etc. Councilor Henry stated that spinning off and doing some now and some three (3) months from now, she is not in favor of that. Councilor W. Steere pointed out that Councilor Henry had decided that she did not want to do the non-union. Councilor Henry stated that is right and that is why she doesn't know why it is being discussed again. Councilor W. Steere stated because it is important and we would not have had the discussion she had 10 minutes ago (multiple speakers, inaudible)

Dave Steere, Budget Board chair, asked if non-union, other than department heads, means Public Works, Tax Collector, and Tax Assessor. Councilor G. Steere replied that Tax Collector and Tax Assessor are included in department heads/managers. Councilor G. Steere stated that other non-union would be DPW. D. Steere cautioned the Council on how they word it.

Councilor G. Steere stated that there is a motion and a second to continue this discussion to the next meeting.

Chris Leonard, Public Works employee, spoke about the union, stating that if Council would recognize their request, so far 12 out of 13 employees are in favor of it, they wouldn't need additional funds. Councilor G. Steere noted that this is not on the agenda.

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

MOTION PASSED

- C. Personnel
 - 1. Public Safety
 - a. Appointment - Assistant Animal Control Officer - Discussion and/or action

Councilor G. Steere read the following request from Joseph DelPrete, Chief of Police:

TO: Honorable Town Council
From: Chief Joseph DelPrete
Date: April 26, 2018
Subject: Assistant Animal Control Position/Shelter Worker Position.

Dear Council Members,

I would respectfully request to appoint Rachel Tufano to the position of part-time Assistant Animal Control Officer. Ms. Tufano has some experience with animal rescue and will start training with the Gloucester Animal Control Officer starting on Monday April 23 up to 10 hours per week where she will be paid \$10.10 per hour.

I further would request that once Rachel Tufano successfully completes training and animal control certification she be appointed to the position of assistant animal control officer on Monday May 13, 2018. I request that this minimum hourly wage of \$10.10 per hour will be changed to \$14.00 per hour on her Assistant Animal Control May 13, 2018 appointment. This appointment is necessary to fill the vacancy of Melissa White who resigned on March 31, 2018.

The Assistant Animal Control Officer position will be required to work weekends and fill in for the full time officer when on sick or vacation leave. There will be no fringe benefits attached to this part-time position.

I would also request to appoint Nancy Saucier of Burrillville to a part-time Animal Control Shelter worker position. Ms. Saucier has been a regular volunteer at the shelter and has agreed to a paid part-time shelter worker position to assist with filling in on Saturday and Sunday vacancies. With Town Council authorization this appointment will become effective on Friday April 27, 2018 at \$10.10 per hour and change to \$14.00 per her once successfully completing training and assigned to the weekend schedule. She will not work more than 8 hours during any one week and no benefits will be attached to this position.

Respectfully Submitted,

Joseph DelPrete
(end of memo)

Discussion: Joseph DelPrete, Chief of Police, noted that the law states that we have to have certification for the Assistant Animal Control Officer, but we have a year to get that done.

MOTION was made by Councilor Reichert to APPOINT Rachel Tufano to the position of part time Assistant Animal Control Officer, effective April 23, 2018 at an hourly wage of \$10.10 per hour until May 13, 2018, following that date the hourly wage will be changed to \$14.00 per hour **AND** to APPOINT Nancy Saucier to the position of part-time Animal Control Shelter worker effective on Friday April 27, 2018 at \$10.10 per hour and change to \$14.00 upon successful completion of training and being assigned to the weekend schedule. N. Saucier will not work more than 8 hours during any one week and no benefits will be attached to this position; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

D. Providence Water Supply Board - Tax Agreement renewal
Appoint Negotiating Team- Discussion and/or action

Councilor G. Steere stated that the agreement expires at the end of the year and he thinks we are required to negotiate six (6) months before it expires. Tim Kane, Town Solicitor, stated that the negotiating team would consist of two (2) councilors and himself. T. Kane stated that this should be on the next Council agenda. Councilor Henry stated that Lori DeSantis, Tax Assessor, should be a part of it also.

E. Boards & Commissions

1. Parade Committee

a. Resignation - Discussion and/or action

1. One Alternate position - #3

Councilor G. Steere stated that the Clerk has received the resignation of Lewis Pryeor from the Parade Committee.

MOTION was made by Councilor Reichert to ACCEPT the resignation of Lewis Pryeor from the Parade Committee, Alternate #3 position; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

b. Appointment- Discussion and/or action

1. One Alternate position - #3

Councilor G. Steere stated that the Chair of the Parade Committee has requested the appointment of a new candidate, Tanya Botelho, whose talent bank app was given to the Council.

MOTION was made by Councilor W. Steere to APPOINT Tanya Botelho to the Parade Committee, Alternate #3 position; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

2. Historic District Commission

a. Resignation - Discussion and/or action

1. One Three Year term to expire 11/2018

Councilor G. Steere stated that the Clerk has received a request from the Chair of the Historic District Commission on behalf of member Molly Harrington. Councilor G. Steere stated, in his request, the Chair states that member Harrington wishes to resign, regrettably, from the Historic District Commission after almost 16 years of service.

MOTION was made by Councilor Henry to ACCEPT the resignation of Molly Harrington, per the Chair, from the Historic District Commission, position #1, for the term to expire 11/2018; seconded by Councilor W. Steere.

Discussion: Council members expressed their appreciation for M. Harrington's years of service.

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

MOTION PASSED

b. Appointment- Discussion and/or action

1. One Three Year term to expire 11/2018

Councilor G. Steere stated that the Chair has requested the alternate member, Marjorie Swift, be appointed to fill the #1 position. Councilor G. Steere stated, if so, the vacant alternate seat being created could be placed on the next agenda. Charlie Wilson, chair of the Historic District Commission, stated that he is reviewing the talent bank applications and will make phone calls to see if he can come up with a candidate.

MOTION was made by Councilor Henry to APPOINT Marjorie Swift to the Historic District Commission, position #1, for the unexpired three year term to expire 11/2018; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

F. Parade Committee

1. 2018 Parade Plan for Town Council Approval - Discussion and/or action

Councilor G. Steere stated that the Council has received a 2018 Parade Plan for Council approval. Councilor G. Steere noted that the chair of the Parade Committee is not present because he is at another meeting.

Discussion: Councilor Henry stated that she has looked at the plan and there are some things that she does not know what they are. Councilor G. Steere stated that it will be a day of music and these are the names of bands. Councilor G. Steere stated that the chair also mentioned having a band at the Pavilion, but did not provide further information. Councilor W. Steere questioned why it will start at 9:00 in the morning on the Saturday, stating that the neighbors may object to having bands all day. Councilor Henry stated that 12:30 may be a better start time. Councilor G. Steere stated these bands are probably already lined up and noted that there was a good turnout for all of the

bands the last few years. Councilor W. Steere noted that they started in the early afternoon in the past. Councilor Henry asked if the Council can make that recommendation. Councilor G. Steere stated that he would hate to discourage the committee as they have put a lot of work into this. Jean Fecteau, Town Clerk, stated she has contacted the chair to ask if he could start at 12:00 and he had replied in the affirmative.

MOTION was made by Councilor Reichert to APPROVE the plan submitted by the Parade Committee for the 2018- 4th of July Events, with the stipulation that the Chief of Police approves the plan as submitted; the fireworks are approved by the Fire Chief and that a current insurance Certificate of Coverage is on file with the Town; and that the start time will be 12:00 p.m. on June 30th; seconded by Councilor W. Steere.

Discussion: Councilor W. Steere stated that Public Works and Public Safety will have to be contacted regarding preparations for June 30th at Gloucester Memorial Park.

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

MOTION PASSED

2. 2018 Fireworks/Bands (schedule) - Discussion and/or action
Councilor G. Steere stated that this was previously addressed by the Council.

3. Use of Pavilion (other days) - Discussion and/or action
Councilor G. Steere stated that the chair of the Parade Committee has proposed having concerts on Wednesdays when the church does not have their concerts during the summer at the Pavilion. Councilor G. Steere stated that the proceeds would benefit the parade and fireworks.

MOTION was made by Councilor W. Steere to TABLE the Use of Pavilion (other days) - Discussion and/or action until the meeting of May 17, 2018; seconded by Councilor Henry.

Discussion: None.

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

MOTION PASSED

G. Board of Contracts & Purchases

1. Council Action on Recommendation of Bid Award - Discussion and/or action

a. RFP #2018-02 Professional Auditing Services

Councilor G. Steere read the following request from the Finance Director:

To: Honorable Town Council Members

From: Diane L. Brennan, Finance/HR Director

Memo: **Award of Comprehensive Annual Financial Report for Audit Years 2018, 2019, 2020**

Date: May 3, 2018

The Town of Gloucester advertised for **RFP 2018-02 AUDIT** in the Providence Journal on the April 14, 2018. The bid specifications were also available on the town website. Two bids were opened on Thursday April 26, 2018. The board of Contracts and Purchases made a recommendation on May 3, 2018 to award the proposal to **Baxter, Dansereau & Associates** of Warwick, RI for the years 2018, 2019, and 2020. The total amount of the award is for **\$98,830**.

The cost for the second bidder **PPA,LLP** located in Warwick, RI was **\$111,030**.

The cost per year for the recommended vendor is as listed below:

Year ending June 30, 2018 **\$32,440**

Year ending June 30, 2019 **\$33,195**

Year ending June 30, 2020 **\$33,195**

The award includes a price for consulting services rates if needed as listed :

Partners **\$200**

Manager **\$150**

Senior Accountant **\$110**

Other staff **\$75-\$110**

The award meets all bid specifications. This process has been done in accordance with the State Auditor General. The RFP was approved and evaluations were sent to the state for final approval. (End of memo)

Discussion: None.

MOTION was made by Councilor Reichert to AWARD RFP #2018-02 to **Baxter, Dansereau & Associates** of Warwick, RI for the years 2018, 2019, and 2020. The total amount of the award is for **\$98,830; said award includes the following hourly rates for consulting services if needed: Partners \$200; Manager \$150; Senior Accountant \$110; Other staff \$75-\$110**. The award meets all bid specifications, the process has been done in accordance with the State Auditor General, the RFP and evaluations were approved by the state; this award is contingent upon state approvals; seconded by Councilor W. Steere.

Discussion: None.

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

MOTION PASSED

- X. Town Council Correspondence /Discussion
 - A. Councilor G. Steere stated that a letter was received from Blackstone Valley Tourism regarding the 25th anniversary of the Amber Valley/Blackstone Valley compact.

 - B. Councilor G. Steere stated that a Resolution was received from the East Greenwich School Committee supporting 2018 House Bill 7696 and Senate Bill 2181, which would make public education a fundamental right and the paramount duty of the General Assembly to provide that education.

- C. Councilor G. Steere stated that a letter was received from the Arctic Dam Hydro-Electric Project in West Warwick regarding a public meeting scheduled for May 31st.
- D. Councilor G. Steere stated that a Resolution was received from the Town of Jamestown opposing the inclusion of the North Atlantic region in the 2019-2024 National Outer Continental Shelf Oil and Gas Leasing Program. Councilor G. Steere noted that we received the same thing from Foster last month.
- E. Councilor G. Steere stated that the Council received an offer from a property owner to donate a half-acre parcel of land on Lake Washington Shores to the Town.
- F. Councilor G. Steere stated that a quote from Dion Signs, regarding a sign for in front of Town Hall, was forwarded by Charlie Wilson.
- G. Councilor G. Steere stated that a letter was received from the State Traffic Commission regarding a four-way stop sign at the intersection of Saw Mill and Snake Hill Roads requested by Representative Tom Winfield. Councilor G. Steere noted that the request was denied, but the State agreed to send crews out to trim back brush and trees and to work with a property owner regarding relocating a fence.
- H. Regarding the sign for the Town Hall, Councilor Henry asked how much Dion charged for the sign at the Pavilion. Charlie Wilson, Historic District Commission chair, replied that he does not have the exact numbers, but stated that this sign is double the size of the Pavilion sign. There was Council consensus to put this on the next agenda for discussion.

XI. Department Head Reports/Discussion

- A. Karen Scott, Town Planner, stated that she wished to acknowledge Edna Kent for her work regarding the Comp Plan.

Councilor G. Steere asked K. Scott about her testimony (regarding Affordable Housing) the day before. K. Scott replied that other communities had similar testimony and the Affordable Housing Commission will come up with a recommended report in the next few weeks. Councilor G. Steere noted that there was an article in the paper today regarding this matter.

- B. Joseph DelPrete, Chief of Police, spoke regarding the success they had last week with the Drug give back. Chief DelPrete mentioned another event but was inaudible.
- C. Bob Shields, Recreation Director, thanked the Police Department, the Chepachet and Harmony Fire Departments and the DPW for their assistance at the Touch-a-Truck event at the Pavilion. Councilor G. Steere commented that it looked like it was a huge success.

XII. Bds. and Commissions Reports/Discussion

- A. Charlie Wilson, chair of the Historic District Commission, stated that in addition to the signs, he is also getting quotes for banners to be placed on the historic lighting. C. Wilson noted that the Gloucester Business Association is willing to pay for the banners.

C. Wilson spoke regarding signs in the Historic Village that are still not in compliance. C. Wilson expressed his opinion that something needs to be done. C. Wilson further stated that some businesses are putting up signs without going before the Historic District Commission for permission. C. Wilson stated that they need to be told that there is a process to go through.

XIII. Open Forum

- A. Ericka Dauphinais stated that at the last meeting, Mr. Simpson spoke on behalf of himself and Mr. Swift regarding solar panels and was told that this should be brought up at the Planning Board. E. Dauphinais stated that many people come to meetings to vet out scenarios that we see in our town, but not everyone has the ability to go to all of the meetings, therefore she hopes that when the meeting minutes are entered and documented, those issues are brought to the boards by the liaisons so feedback can be expressed and acted upon.

Councilor G. Steere explained that what he meant was that when someone comes in with a solar project, they start at Planning, then it goes to Zoning. Councilor G. Steere noted that we do have an Ordinance regarding solar.

Councilor Reichert addressed E. Dauphinais regarding raises, stating that he wished to clarify that he and Councilor Burlingame called and faxed each other with information about salaries in other towns, but there was no violation committed. E. Dauphinais stated that we need to look back at the meeting minutes where Councilor Henry indicated that three (3) councilors looked at it together and made conscious decisions. E. Dauphinais stated that she was told that the Council does not email due to concerns about ethics violations, but somehow this information is being passed to one another. Councilor G. Steere stated that the Council members all looked at it, but they did not sit down in a back room together; they all researched it individually. E. Dauphinais stated that she has concerns about that process and does not feel that this is being transparent to the taxpayers. Councilor Reichert stated his opinion that we need a Town Manager. E. Dauphinais agreed and stated that this has been talked about for three (3) years. E. Dauphinais stated that it is a good idea, there are qualified people in town who could do that, and it would get a lot of people out of trouble.

- B. Don Simpson, of 150 Lake View Drive, spoke regarding Spring Grove recreation area, stating that they had the same problem at Keach Pond. D. Simpson stated that someone came up with the idea of lowering the water in the winter, which freezes the roots and kills the milfoil. D. Simpson also stated that there are defoliant available that do not harm the environment. Councilor G. Steere stated that we do not have the authority to control that.

D. Simpson spoke about solar panels and asked about property on Pound Road where they just clear cut about four (4) acres. Somebody spoke from the audience stating that the work to be done at that location was the planting of grapes for the vineyard.

XIV. MOTION was made by Councilor W. Steere to Seek to Convene to Executive Session Pursuant to R.I.G.L. 42-46-5(a)(5) Land Acquisition; seconded by Councilor Reichert.

Discussion: None.

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

MOTION PASSED

XV. Reconvene Open Session

Disclosure of votes take in Executive Session

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

Discussion: None.

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

MOTION PASSED

XVI. MOTION was made by Councilor Henry to ADJOURN at 9:32 p.m.; seconded by Councilor Reichert.

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

MOTION PASSED