

At a meeting of the Town Council in and for the Town of Gloucester on June 5, 2025

I. Call to Order

The meeting was called to order at 7:30 P.M. by Councilor W. Steere, III, Vice President

II. Roll Call

Members present: Jonathan E. Burlingame; Stephanie L. Calise; Cheryl A. Greathouse; Walter M. O. Steere, III, Vice- President

Member absent: William A. Worthy, Jr., President

Also present: Jean Fecteau, Town Clerk; David Igliozi, Town Solicitor; Christine Mathieu, Deputy Town Clerk; Gary Trembl, DPW Director; Gerry Mosca, EMA Director; Chief Delprete; Bob Shields, Recreation Director

III. Pledge of Allegiance

Councilor W. Steere asked all to stand for the Pledge of Allegiance.

Councilor W. Steere stated that due to the number of people in attendance he suggests Council move item XIV. Open forum for non-agenda items to be heard now as the next agenda item.

MOTION was made by Councilor S. Calise to move Item XIV. Open Forum to be heard now on the agenda; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

**XIV. Open Forum (moved to this point on agenda by previous motion)**

Councilor W. Steere stated that all would be given an opportunity to speak. Councilor W. Steere stated that he is asking that each person keep it short, to the point, civil and that they are looking forward to what each has to say.

1. E. MacPhee, Gloucester art teacher and Gloucester PTO President; stated her opinion as to as to the cuts to the budget. Ms. MacPhee presented the Council with a packet of testimonials, stories and lists of work; and, asked the Council and School Committee to find a solution to the budget problem.

2. J. Whitford, Gloucester teacher and resident; stated his opinion that that the current problem has been created between the Gloucester Schools, the Foster/Glocester Regional Schools and the Council due to the Regional budget being set in March leaving the school and the town with what is leftover for funds. J. Whitford stated his opinion as to how this situation developed; the resultant effects on the staff; the underfunding of the school; and is asking the town about a plan.

Councilor W. Steere stated that the town Finance Director reached out to the state to see if the town could exceed the mandated 4% cap and was told the town could not. D. Igliozi, Town Solicitor, stated that the Finance Director contacted the Dept. of Municipal Affairs and was told the town did not qualify to exceed the cap.

3. T. Elderkin, resident and teacher assistant, stated her opinion as to the effect of losing her position, her income and the impact of the budget cuts.
4. P. Fernezza, resident and teacher assistant; stated her opinion that the town and school committee have failed to do their job to fund the school and she read the names of the 13 teacher assistants losing their jobs.
5. T. Miller stated that she came to support the teaching assistants who had been so helpful with her daughter when she was in Gloucester schools. T. Miller stated that the superintendent needs to be held accountable.
6. K. Silva, resident, stated that her daughter wrote a letter which she read aloud describing what teacher assistants do and her relationship with them.
7. M. Babbit, speech and language pathologist at West Gloucester School, described the need and role of teacher assistants in her position.
8. C. Bergantine, Assistant Executive Director of NEARI and the Gloucester teacher's association union representative, asked if the Council was aware that the town can exceed the 4% cap. C. Bergantine stated that records requests would be submitted.

Councilor W. Steere stated that no one wants to see this terrible situation but that the school committee came to the budget board with a 2-million-dollar request and the Town Council came up with a 6% increase and asked the state for approval to exceed the 4%. Councilor W. Steere stated that the Council has worked with the school committee.

Councilor J. Burlingame stated his opinion that there was a one-million-dollar maximum budget increase to apply over all to the town departments this year so it is impossible to give the school two million dollars.

J. Whitford asked for a plan to improve revenue in town.

Councilor W. Steere stated that the schools have been running at a deficit for the last three years.

9. J. Whitford stated his opinion that out of district expenses will increase if these thirteen teacher assistants are let go and that will create a larger deficit.
10. Doris Reilly, asked what Councilor J. Burlingame, as the school department liaison, is doing to help and he stated that there are no funds. D. Reilly stated her opinion that the town has to fund the schools. Councilor W. Steere stated that the taxpayers fund the schools. D. Reilly stated her opinion that keeping the teacher assistants will prevent an increase in out of district expenses.
11. N. Hamlin, resident, stated that the teacher assistants have been wonderful to her special needs son and she has great concern as to what will happen next year. N. Hamlin stated her opinion that the problem will get worse before it gets better and there needs to be a plan for moving forward. N. Hamlin stated her opinion that the town council and school committee need to work together.
12. Councilor S. Calise stated she knows many teachers and appreciates all the teacher aides. Councilor S. Calise stated her opinion that many of these unfunded mandates are hurting all cities and towns and need to be addressed at the state level. Councilor W. Steere stated that the unfunded mandates need to be addressed as it effects all cities and towns.
13. J. Whitford, asked if the town reserve fund could be used to offset the deficit and asked the procedure. Councilor W. Steere described how the reserve fund has been used in the past. Councilor W. Steere stated that the voters are the ones who can approve the use of this fund. J. Whitford asked if this matter could be put out to the voters. Councilor W. Steere explained how using this reserve money would create a structural deficit for both the school and the town. Councilor W. Steere stated that the school prepares the budget and not the town. J. Whitford stated his opinion that the town has not given sufficient maintenance of effort to the schools.
14. A. Maples, teacher at Fogarty, asked several questions related to how different situations in her classroom would be handled with less teaching assistants.
15. S. Lynch, resident, asked that the Council do some creative thinking to bring in revenue in addition to tax revenue. S. Lynch stated his opinion that a three to five year plan needs to be discussed.
16. W. Steere, resident, stated his opinion that there have been a lot of miscommunications and that one of the biggest problems is the expense of out of district placements and transportation. W. Steere stated his opinion that the unions would have a better chance to effect change in this area than the Council as the unions have more power. W. Steere stated that the numbers keep getting worse and that the taxpayers can't continue to cover them. W. Steere stated that the schools have been in a deficit for three years and there is blame on both

sides. W. Steere stated the process to follow when a deficit is first experienced. W. Steere stated that the school had a plan to address the deficit at the start of the school year but the plan was not put in place; that there were mistakes in the budget where line items were left out. W. Steere stated that mistakes have been made and that the problem has gone on too long and that the Council has been doing all they can but he does not have a solution.

17. Blanca (no last name given), resident, stated her opinion that the Council and the school meet in the middle and come up with a plan and a solution.
18. R. Palazzo, resident and Superintendent of Glocester Schools, stated that she was notified of the \$500,000 deficit in April and that the deficit was reduced to \$150,000. R. Palazzo stated that the voters approved \$151,000 to address the current year's deficit. R. Palazzo stated that the school department does make the budget and that now is not the time to talk blame. R. Palazzo stated her opinion as to several reasons that line items were left out of the budget but have since been corrected. R. Palazzo stated that after the budget passed for next year that the school committee had to revise their budget based on that budget. R. Palazzo asked if there is an opportunity to get more money from the town and is open to a conversation.
19. D. last name ?, resident, stated a challenge to find the money and offered his help to go line by line and find money and to think creatively to find a solution.
20. M. Whitehead, West Glocester teacher, described a field trip she took her class to at the state house recently and a conversation she had with Rep. Chippendale. M. Whitehead asked to take the suggestion by R. Palazzo and meet. Councilor S. Calise stated that the Council has never turned down a meeting with the superintendent or the school committee.
21. A. Lewis, resident, stated her opinion that she is frustrated with feeling like she is being ping ponged between the school committee and the council.

Councilor W. Steere asked if anyone else would like to speak.

None

Councilor W. Steere thanked all for coming and that they were heard. Councilor W. Steere stated there would be a five minute recess.

#### IV. Open Forum - For Agenda Items

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

None

**V. Citation #2025-01 - Ratification**

**Chepachet Grange 2025 “Community Service Awards”**

Councilor J. Burlingame stated that each year the Chepachet Grange honors members of our community they feel are deserving and that uphold the principals of community granges across the country. Councilor J. Burlingame stated that the leaders of the Chepachet Grange offered the town the opportunity to participate in their celebration. Councilor J. Burlingame stated that on that note, the Clerk prepared citations for the honorees after a consensus of the Council was received. Councilor J. Burlingame stated that these Citations can now be ratified.

Councilor J. Burlingame stated that this is the main Citation that was presented to the Chepachet Grange and read it as follows:

The State of Rhode Island  
Town of Glocester  
**CITATION #2025-01**  
**Chepachet Grange 2025 Community Service Awards@**

The National Grange founded in 1867 is a nonprofit, nonpartisan, fraternal organization that advocates for rural America and agriculture. With a strong history in grassroots activism, family values and community service, the Chepachet Grange is part of more than 2,100 hometown granges across the United States; and

The Chepachet Grange #38, organized in 1907, has always enriched our community and celebrates the importance of citizens in our community that share their ideals and give unselfishly of their time and effort; and

On June 3, 2025 the Chepachet Grange will acknowledge the good works of people in our community that give of themselves at a Community Service Awards Night; and for the 2025 honorees the Chepachet Grange has chosen the following:

***Melissa A. Bouvier, Citizen of the Year;***  
***Philip R. Laiho, Granger of the Year;***  
***Lt. Jeffrey M. Jenison, Law Enforcement Officer of the Year;***  
***Roy Shippee, Firefighter of the Year;***  
***Jessica R. Warren, Teacher of the Year***  
***St. Vincent DePaul & St. Eugene’s Church Conference, Groups of the Year;***

It is a pleasure and an honor to acknowledge these people in our community for their good work as they are the supports that keep Glocester strong and secure; and

The Glocester Town Council and the Town Clerk wish to congratulate and express our appreciation to these citizens on this occasion and we wish to thank the

membership of the Chepachet Grange for their hard work, sense of community, dedication to our Town; and good sense to honor those chosen for the 2025 Community Service Awards.

Councilor William A. Worthy, Jr. President   Jean M Fecteau, CMC , Town Clerk  
Councilor Walter M.O. Steere, III, Vice Pres  
Councilor Jonathan Burlingame  
Councilor Stephanie L. Calise  
Councilor Cheryl A. Greathouse

**To be ADOPTED by the Gloucester  
Town Council June 5, 2025**

Seconded by Councilor S. Calise

Discussion: None

VOTE:       AYES- Burlingame, Calise, Greathouse, Steere  
              NAYS-0

MOTION PASSED

Councilor W. Steere stated that we have also prepared individual Citations for each of the honorees that were presented to them by Councilor Calise.

MOTION was made by Councilor J. Burlingame to RATIFY Town Council Citations honoring the recipients of a Chepachet Grange 2025 Community Service Award: Melissa A. Bouvier, Philip R. Laiho, Lt. Jeffrey M. Jenison, Roy Shippee, Jessica R. Warren, and St. Vincent DePaul & St. Eugene's Church Conference;

Seconded by Councilor C. Greathouse

Discussion: Councilor W. Steere stated congratulations to all.

VOTE:       AYES- Burlingame, Calise, Greathouse, Steere  
              NAYS-0

MOTION PASSED

#### **VI. Resolution 2025-#07**

#### **To Adopt the FEMA Approved Strategy for Reducing Risks from Natural Hazards Town of Gloucester, 2024**

Councilor W. Steere stated that Gerry Mosca, EMA Director, has submitted a request which he read as follows:

May 8, 2025

To the Honorable Town Council

Subject:     Gloucester Hazard Mitigation Plan Update

Dear Honorable Councilors,

The Gloucester EMA, Hazard Mitigation Committee and the contractor hired using a Hazard Mitigation grant from RIEMA have spent the last year updating our Mitigation Plan. The attached plan is the culmination of that work. This plan has been reviewed by RIEMA and approved by FEMA. Once adopted by the Town of Gloucester the plan will be effective for five years, during which time we can apply for Mitigation grants as well as other FEMA grants. I request that this honorable Town Council adopt this plan by resolution. I would also like to thank the Hazard Mitigation Committee for its work and recommendations, completing this plan which was invaluable. Respectfully submitted, Gerald Mosca, Director (end of memo)

Discussion:

G. Mosca, EMA Director, stated that the plan sets priorities for the mitigation of hazards in town and it is for five years. G. Mosca stated that without the plan the town cannot apply for grants. Councilor S. Calise asked about the list of hazards. G. Mosca stated that the hazards are the typical ones for the town like snow and ice storms, flooding, hurricanes, thunderstorms and lightning, extreme heat and mosquito events.

Councilor W. Steere stated that Council may adopt by resolution and if ready, we have the following Resolution for adoption which Councilor C. Greathouse read as follows:

**State of Rhode Island Town of Gloucester Resolution 2025-#07  
To Adopt the FEMA Approved Strategy for Reducing Risks from Natural  
Hazards Town of Gloucester, 2024**

**WHEREAS,** the Town of Gloucester recognizes the threat natural hazards pose to people and property; and

**WHEREAS,** the Town of Gloucester has prepared a multi-hazard mitigation plan, hereby known as the “Strategy for Reducing Risks from Natural Hazards, Town of Gloucester 2024” in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS,** the 2024 plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Gloucester from impacts of future hazards and disasters; and

**WHEREAS,** adoption by the Town Council of this plan demonstrates their commitment to hazard mitigation and achieving goals outlined in the Strategy for Reducing Risks from Natural Hazards, Town of Gloucester, 2024; and

**NOW, THEREFORE BE IT RESOLVED**, that the Gloucester Town Council accepts and adopts the “Strategy for Reducing Risks from Natural Hazards, Town of Gloucester, 2024”.

William A. Worthy, Jr.  
Gloucester Town Council President

Jean M. Fecteau, CMC  
Town Clerk

Dated this 5th day of June 2025

Seconded by: Councilor S. Calise

Discussion: Councilor W. Steere stated that the plan is available for viewing in the Town Clerk’s Office.

VOTE:       AYES- Burlingame, Calise, Greathouse, Steere  
              NAYS-0

MOTION PASSED

VII. Consent Items- Discussion and/or Action

A. Approval of Town Council Minutes: Regular meeting of May 15, 2025

MOTION was made by Councilor S. Calise to APPROVE the Town Council minutes of May 15, 2025; seconded by Councilor C. Greathouse

Discussion: None

VOTE:       AYES- Burlingame, Calise, Greathouse, Steere  
              NAYS-0

MOTION PASSED

VIII. Unfinished Business

A. Boards and Commissions - Discussion and/or Action

1. Appointments - Discussion and/or Action

a. Parade Committee

1. Alternate #2, Alternate #3

MOTION was made by Councilor S. Calise to TABLE the appointments, Alt. 2 & Alt. 3 to the Parade Committee to the next Town Council meeting seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

2. Appointments -Board & Commission Appointments - Terms concurrent with Town Council, to expire 12/31/2026 - Discussion and/or Action
  - a. Economic Development Commission
    1. One ad-hoc non-voting member #1
    2. One ad-hoc non-voting member #2

MOTION was made by Councilor C. Greathouse to TABLE the appointments of ad-hoc non-voting member #1 and ad hoc non-voting member #2 to the Economic Development Commission to the next Town Council meeting; seconded by Councilor S. Calise

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

#### IX. New Business

Discussion/Action: Amendment to annual Town Council meeting schedule & summer schedule

Councilor W. Steere stated that the Clerk has brought this to Council because of two upcoming holidays. Councilor W. Steere stated that the next regularly scheduled meeting is to be June 19<sup>th</sup>, which is Juneteenth. Councilor W. Steere stated that was added to holiday schedule on 3/21/2024. Councilor W. Steere stated that after that the next meeting date is scheduled for July 3, 2025. Councilor W. Steere stated that Council has to work out a schedule. Councilor W. Steere stated that once the scheduled is determined then the Clerk will advertise. Councilor W. Steere stated that one option would be to reschedule the meeting of June 19<sup>th</sup> to June 26<sup>th</sup> & cancel July 3, 2025.

Discussion: Councilor J. Burlingame stated that he likes June 26<sup>th</sup>. Councilor W. Steere asked if Council wanted to keep the one meeting in July and schedule a special meeting if it is needed. Councilors C. Greathouse and S. Calise stated they are okay with one meeting in July. Councilor J. Burlingame stated he was okay with one meeting.

MOTION was made by Councilor J. Burlingame to AMEND the 2025 Annual Meeting schedule for Town Council meetings as follows: Move the meeting date of June 19<sup>th</sup> to June 26, 2025 and cancel the regularly scheduled meeting of July 3, 2025; seconded by Councilor C. Greathouse

Discussion: Councilor W. Steere stated that if a special meeting is needed in July then it can be called.

VOTE: AYES- Burlingame, Calise, Greathouse, Steere

NAYS-0

MOTION PASSED

B. Personnel

1. Safety Services

a. Resignation – Police Officer - Discussion and/or Action

Councilor W. Steere stated that the Chief has submitted the resignation of Senior Patrolman Patrick Creamer, effective Friday May 23, 2025.

MOTION was made by Councilor C. Greathouse to ACCEPT the resignation of Senior Patrolman Patrick Creamer, effective May 23, 2025; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere

NAYS-0

MOTION PASSED

b. Compensatory Time Payout – Animal Control – Discussion and/or Action

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

To: Honorable Town Council

From: Chief Joseph DelPrete

Date: May 28, 2025

RE: Animal Control Officer Compensation Time

It is respectfully requested that Animal Control Officer Jennifer Grundy be allowed to buyout 112 hours of her accumulated compensation time in the next payroll period.

The buy-out amount will be 112 hours times \$26.45/hourly rate for a total of \$2,962.40 The Animal Control Officer regularly accumulates compensation time

on after hours and weekend call outs. The current 2025 fiscal year budget can support this request. The Animal Control Department is operating efficiently with one weekend shelter worker and currently no Assistant Animal Control Officer.

The Animal Control Officer has been on numerous after hours and weekend call outs accruing compensation time since March of this year.

Thank you for your consideration with this request.

Respectfully Submitted,  
Joseph DelPrete, Chief of Police  
(end of memo)

Discussion: Councilor J. Burlingame asked if this was the same as what the Council has approved in the past. Chief Delprete stated that it was the same. Chief Delprete stated that there is an assistant animal control officer line item in the budget but no one is in that position so there are funds available.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the payout of 112 hours of accumulated compensation time, in the amount of \$2,962.40, from the 24/25 budget, to Animal Control Officer, Jennifer Grundy, in the next payroll period; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

## 2. Recreation Dept.

### a. Appointments – Summer 2025 Recreation Positions - Discussion and/or Action

Councilor W. Steere stated that Council has received a request for appointments of summer recreation positions from the Recreation Director.

Councilor W. Steere stated that for most positions there are recommendations, for Parking Lot Attendants, Council will hold a lottery of all names to determine position.

R.Shields, Recreation Director, stated that two individuals , Laurel Cournoyer and Simone Cournoyer are both from Foster so they will be placed at the end. R.Shields stated that all other individuals are from Glocester. R. Shields stated that two individuals are to be added to the list and their names are as follows: Emilie

Bobia and Sarah Pasch. R.Shields stated that their salary will be \$15.00 per hour and the same start date as the other attendants. R. Shields, asked the Recreation Dept. liaison, Councilor C. Greathouse to pick the names out of the bag.

Councilor C. Greathouse picked the parking lot attendant names in the following order:

1. Jaycob DeRoche
2. Chase Braxton
3. Ryan Berryman
4. Giada Nasso
5. Emilie Bobia
6. Jackson Bernier
7. Nayomi Miller
8. Jenna Lowell
9. Sarah Pasch
10. Anthony Caito
11. Laurel Cournoyer
12. Simone Cournoyer

R. Shields stated that two lifeguards, Adam McEntee and Ryan McEntee are from Foster and that all the other lifeguards are Gloucester residents. R. Shields stated that lifeguards are difficult to find.

Councilor W. Steere stated that if Council agrees with recommendations in packet then a motion can be entertained.

MOTION was made by Councilor S. Calise to APPOINT the following to the 2025 Summer Recreation program

**1. ARTS & CRAFTS INSTRUCTORS:**

Samantha Chatwin  
Isabelle Shields  
Riley Shields

**These appointments will be at the rate of pay of \$15 per hour and are effective June 20, 2025**

**2. LIFEGUARDS (Contingent upon passage of certification testing)**

Sarah Brown	\$20.00
Madison Caramante	\$20.00
Adam McEntee	\$20.00
Ryan McEntee	\$20.00
Owen Machan	\$20.00

Jack Rockwell	\$20.00
Raegan Siedzik	\$20.00
Cyrus Sullivan	\$20.00

**These appointments will be a rate of hourly pay as noted and are effective June 20, 2025**

### **3. PARKS AND GROUNDS**

Chase Braxton	\$15.00 hr.
Mario Girard	\$20.00 hr.
Leah Seddon	\$15.00 hr.
Owen St. Cyr	\$15.00 hr.

**These appointments are effective June 20, 2025**

### **4. PARKING LOT ATTENDANT**

(Lottery results)

1. Jaycob DeRoche \$15.00 hr.
2. Chase Braxton \$15.00 hr.
3. Ryan Berryman \$15.00 hr.
4. Giada Nasso \$15.00 hr.
5. Emilie Bobia \$15.00 hr.
6. Jackson Bernier \$15.00 hr.
7. Nayomi Miller \$15.00 hr.
8. Jenna Lowell \$15.00 hr.
9. Sarah Pasch \$15.00 hr.
10. Anthony Caito \$15.00 hr.
11. Laurel Cournoyer \$15.00 hr.
12. Simone Cournoyer \$15.00 hr.

**These appointments are effective June 20, 2025**

### **5. PROGRAM SUPERVISORS**

Riley McCormick

**This appointment will be at the rate of pay of \$20 per hour and is effective June 20, 2025**

### **6. TENNIS AIDES**

Gizelle Charron  
Liam Elderkin  
Mason Parrillo  
Christian Wagner  
Max Parillo

**These appointments will be at the rate of pay of \$15 per hour and are effective June 20, 2025**

R. Shields stated that Max Parillo needs to be added to the tennis aide list at the same rate and start date.

**7. TENNIS INSTRUCTOR**

Elijah Gouin

**This appointment will be at the rate of pay of \$24 per hour and is effective June 20, 2025**

**8. WATER SAFETY AIDES/L.I.T**

Keira Barbosa

Andrew Bicchieri

Keira Elderkin

Addy Gaudreau

Isla Gaudreau

Steven Law

Eli Machan

Norah Sorrentino

**These appointments will be at the rate of pay of \$15 per hour and are effective June 20, 2025**

seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere

NAYS-0

MOTION PASSED

**3. Request to Carry Over Vacation Time – Bldg./Zoning Office –  
Discussion and/or Action**

Councilor W. Steere stated that the Bldg./Zoning Officer submitted a memo which he read as follows:

June 5, 2025

TO Town Council Members

FROM: Dennis Begin, Building Official

RE Carry over unused Vacation Hours for Denise Cadoret (Bldg. Clerk)

I am writing to ask permission to carry over 97.50 (13 days) additional hours of unused vacation time for my Clerk (Denise Cadoret). Unfortunately, time off was not feasible do to the Building Inspector's retirement in May 2024 and my hiring in July. There was a learning curve and material that we both needed to go over together which made it difficult if she was not there.

Thank you for your consideration  
(end of memo)

Discussion: None

MOTION was made by Councilor J. Burlingame to AUTHORIZE the carry-over of 97.50 hours of unused vacation time to the fiscal year beginning July 1, 2025 for employee Denise Cadoret; seconded by Councilor C. Greathouse

Discussion: Councilor J. Burlingame stated that he understands the reason for the request. Councilor W. Steere stated that this is not something the Council does on a regular basis.

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

C. Request to Extend IFB 2016-02 Simply Clean Contract (Senior Center) to June 18, 2026- Discussion and/or Action

Councilor W. Steere stated that Council received a request from the Senior Center Director which he read as follows:

To: The Honorable Town Council, 5/28/2025

I am requesting that we renew the contract with Simply Clean for the cleaning of the Senior Center. Wendy-Lee, of Simply Clean does a wonderful job, our members often make mention as to how immaculate the center is kept. She also has great lines of communication with myself and the DPW to keep us informed of any maintenance issues that she comes across. Lastly, the rate has not been increased in the last 8 years.

Thank you for your consideration.

Respectfully,  
Melissa Bouvier  
(end of memo)

Councilor W. Steere stated that the bid extension terms were as follows:

“to extend the above referenced bid with pricing, terms and conditions remaining the same until June 18, 2026 with the option to extend an additional 12 months if mutually agreed upon by both parties”

Councilor W. Steere stated that the bid amount was \$1,500 monthly, with additional cost as stated in contract, as needed.

MOTION was made by Councilor C. Greathouse to RENEW the contract between Simply Clean and the Town of Glocester for the cleaning services at the Glocester Senior Center at the pricing, terms and conditions stated in current contract, said renewal to be effective until June 18, 2026; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

D. Board of Contracts and Purchases

1. RFP #2025-04 Statistical Revaluation - Discussion and/or  
Action

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

Memo: Honorable Town Council  
From: Elizabeth A. Beltram, Finance Director  
Re: RFP #2025-04 Statistical Reappraisal and Revaluation of Taxable  
Real Property located within the Corporate Limits of the Town of  
Glocester, Rhode Island, Effective December 31, 2025  
Date: June 5, 2025

The Glocester Board of Contracts met on Tuesday, June 3, 2025. Based upon the research and recommendation of Jessica Parker, Tax Assessor, the board unanimously voted to recommend award of the proposal to Catalis for the Year 1 price of \$155,000, with a Year 2 option for continued services at a cost of \$12,685.75.

Respectfully,  
Elizabeth A. Beltram  
(end of memo)

Discussion: Councilor J. Burlingame asked if Catalis is different from Vision which has been used by the town in the past. J. Fecteau stated that two bids were received; one from Catalis and one from Vision. J. Fecteau stated that she was

impressed by the research that J. Parker, Tax Assessor, did regarding this bid. J. Fecteau stated that J. Parker also spoke to other cities and towns that use Catalis, and participated in a zoom demo with the company as did the tax assessor clerk; and she researched if any towns experienced less complaints after switching to Catalis from Vision. J. Fecteau stated that residents had complaints about Vision. J. Fecteau stated that it is a big step to try a new company .J. Fecteau stated that J. Parker assured her that she is more than ready to try a new company that may be better for the town. Councilor J. Burlingame asked about the price. J. Fecteau stated that year 1 is more money but that year 2 and 3 is much less than Vision and the town would be saving money. J. Fecteau stated that year 1 requires the downloading of all the town's data.

MOTION was made by Councilor J. Burlingame to AWARD RFP #2025-04 Statistical Reappraisal and Revaluation of Taxable Real Property located within the Corporate Limits of the Town of Glocester, Rhode Island, Effective December 31, 2025 to Catalis Tax & CAMA, Inc. at the bid quote of \$155,000 for year one and a two year option for continued service of \$12,685.75; seconded by Councilor C. Greathouse

Discussion: J. Fecteau stated that there is money in a reserve account for revaluations.

VOTE: AYES- Burlingame, Calise, Greathouse, Steere  
NAYS-0

MOTION PASSED

E. Request for Approval of EDC Contribution to Place Branding Campaign – Discussion and/or Action

Councilor W. Steere stated that Council has received a request from the Chair of the EDC which he read as follows:

To: Honorable Town Council  
From: Bernadette MacArthur, EDC Chair, on behalf of the EDC  
Date June 5, 2025  
Subject: Request for Approval of EDC Contribution to Place Branding Campaign

Dear Members of the Glocester Town Council,

On behalf of the Economic Development Commission (EDC), I am writing to respectfully request formal approval for a \$1,700 contribution to be made from the EDC budget to support the Place Branding Campaign currently underway.

The approval to apply these funds to the project is an administrative formality that has been requested by the Finance Office in the interest of transparency and for the purpose of audit trail.

The Place Branding initiative is a collaborative effort designed to strengthen Glocester's identity, foster community pride, attract visitors and residents, and support long-term economic prosperity. Several community members and organizations have already demonstrated their support, through participation and financial contributions.

We believe it is important for the EDC to financially contribute as well in order to demonstrate that we share the same vested interest in the campaign's success as our community partners. Financial involvement underscores the Commission's commitment to advancing strategic economic initiatives that benefit the entire town.

Having received verbal guidance indicating that this was an allowable use of EDC budget funds, EDC members have voted unanimously in support of allocating funds in the amount of \$1,700 to the project.

At this time, the EDC is simply seeking documented approval to proceed with the application of funds, to ensure clarity for accounting and record-keeping purposes.

Thank you for your continued support.

Respectfully,

Bernadette MacArthur, EDC Chair

(end of memo)

Discussion: Councilor J. Burlingame asked if a board had to get permission from the council to spend funds. D. Igliozi, Town Solicitor, stated that once funds have been appropriated to a board for a specific use they do not have to ask the Council. D. Igliozi stated that the finance director is requesting the council approve this transaction.

MOTION was made by Councilor J. Burlingame to AUTHORIZE the Economic Development Commission to utilize existing budget funds (fy 2024/25) in the amount of \$1,700 for the Place Branding Campaign currently underway; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere

NAYS-0  
MOTION PASSED

X. Legislative Updates - Discussion and/or Action

Councilor W. Steere asked if any Councilors had any legislative updates.

Councilor W. Steere referred to emails from K. Scott, Town Planner regarding intrusive zoning.

XI. Town Council Correspondence/ Discussion

Councilor W. Steere asked if any Councilors had any correspondence.

Councilor W. Steere stated his thanks to R. Shields regarding a wellrun Memorial Day parade.

XII. Department Head Reports/Discussion

Councilor W. Steere asked if any department heads had anything to report or if any Councilors had any questions for department head.

1. R. Shields, Recreation Director, asked Council about expanding the evening clinics he has held over the past few years at Glocester Memorial Park. R. Shields would like to hire people as independent contractors to run the clinics. R. Shields stated he had spoken to the Finance Director about hiring these individuals as independent contractors who would receive a 1099 instead of a W-2. R. Shields stated he is asking if he can go ahead with this expansion and if Council needs to approve the hiring of these proposed 1099 employees. R. Shields stated he is not looking for any additional funding. D. Igliazzi, Town Solicitor, stated that Council does have to approve all employees and that the Trust needs to be notified.

R. Shields asked about the manner of payment for the road race timer that he has used for many years. R. Shields stated that the amount is under \$5000 in response to D. Igliazzi's question. D. Igliazzi stated that as long as there is compliance with the purchasing rules that R. Shields is okay. J. Fecteau stated that the town follows the state purchasing rules. D. Igliazzi stated that so long as the amount is under \$5000 then sole source may be used.

R. Shields stated that he will bring any potential employees to Council for approval.

D. Igliazzi stated a suggestion that R. Shields could consider adding these yearly expenses as specific line items in his future budgets if they are sole source.

2. Councilor S. Calise stated that the Grange donated money to the animal control department.

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

Councilor W. Steere asked if any boards and commissions had any questions or comments for the Council or if any councilor had any questions for any boards or commissions.

None

### XIV. Open Forum

Moved to be heard after Item III on the agenda.

### XV. Seek to Convene to Closed Executive Session Pursuant to:

- A. RIGL 42-46-5(a)(2) Sessions pertaining to collective bargaining, litigation or work sessions pertaining to collective bargaining or litigation:
  - 1. Discussion by Council, Vote, or Other Action re: Pending IBPO Grievance

MOTION was made by Councilor J. Burlingame to Seek to Convene to Closed Executive Session Pursuant to:

- A. RIGL 42-46-5(a)(2) Sessions pertaining to collective bargaining, litigation or work sessions pertaining to collective bargaining or litigation:
  - 1. Discussion by Council, Vote, or Other Action re: Pending IBPO Grievance

Seconded by Councilor C. Greathouse

Councilor W. Steere asked the Clerk to call the roll:

Councilor Burlingame- Aye

Councilor Calise- Aye

Councilor Greathouse- Aye

Councilor Steere- Aye

Discussion: None

MOTION PASSED

After Executive session ended:

Councilor W. Steere invited all waiting back into the room.

XVI. Reconvene Open Session, Disclosure of votes were taken in Executive Session & Consideration of the Sealing of minutes- Discussion and/or Action

MOTION was made by Councilor J. Burlingame to RECONVENE Open Session, Disclose one (1) vote was taken in Executive Session & to SEAL the minutes of Closed Executive Session; seconded by Councilor S. Calise

Councilor W. Steere asked the Clerk to call the roll:

Councilor Burlingame- Aye

Councilor Calise- Aye

Councilor Greathouse- Aye

Councilor Steere- Aye

Discussion: None

MOTION PASSED

XVII. Adjourn

MOTION was made by Councilor J. Burlingame to ADJOURN at 11:20 PM; seconded by Councilor S. Calise

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere

NAYS-0

MOTION PASSED