

At a meeting of the Town Council holden in and for the Town of Gloucester on December 5, 2024

I. Call to Order

The meeting was Called to Order at 7:30 P.M. by Councilor Worthy, Town Council President.

II. Roll Call

Members present: Walter M.O. Steere, III; Jonathan E. Burlingame; Stephen W. Arnold, Vice President; William A. Worthy, Jr. , President

Also Present: Jean Fecteau, Town Clerk; David Igliazzi, Town Solicitor ; Christine Mathieu, Deputy Town Clerk;

Members Absent: Cheryl A. Greathouse;

III. Pledge of Allegiance

Councilor W. Worthy asked all to please stand and join us in the Pledge of Allegiance

IV. Open Forum - For Agenda Items

Councilor W. Worthy asked if anyone wished to speak on agenda items to please come forward and state your name.

1. Suzette Makani,72 Diamond Hill Road, spoke regarding issues and conversations she has with the management of RLM.

V. Public Hearings - Discussion and/or Action

A. **HEARING OPENED ON AUGUST 15, 2024, CONTINUED TO NOVEMBER 7TH, 2024 (MEETING CANCELLED, CONTINUED TO DECEMBER 5, 2024)**

ABUTTER'S NOTIFIED

Expansion of lot sites at an existing Mobile Home Park

Applicant: RLM II, LLC

DBA: The Village on Chopmist Hill

Location: 102 Victory Highway, a.k.a. Assessor's Plat 14, Lot 92

Requesting the following: Expansion of the number of lot sites from 87 sites to 100 sites

Councilor Worthy stated this public hearing was advertised in the Valley Breeze, July 25, 2024 and the Public Hearing was **OPENED** on August 15, 2024.

Discussion:

Atty. Timothy Kane, Kevin Kitson and Rick Metford, RLM representatives, addressed the opinions of the Planning Board, the Fire Chief and the issues of the

Village at Chopmist Hill residents that presented correspondence to the Town Council.

Councilor Worthy stated there was an opinion from the Planning Board on this application and read it into the record:

At their September 3, 2024 meeting, the following motion was made by Planning Board member Mike Fournier:

After careful consideration and discussion at the September 3, 2024 Planning Board meeting, the Gloucester Planning Board hereby recommends that the Town Council approve the request of the Village on Chopmist Hill for applicant RLM II, LLC located off Chopmist Hill Road, AP 14, Lot 92 to add 13 additional mobile homes to the existing park.

In making this decision the Board has considered the following:

1. The Mobile Home Park License Expansion application and supporting materials.
2. The Technical Review Committee Report dated July 23, 2024.
3. Testimony from the applicant at the Planning Board meeting.

In making this decision the Board makes the following finding:

1. The applicant has satisfactorily addressed the requirements as outlined in the Code of Ordinances, Section 208.

Therefore, the Board makes the following conclusions:

1. Based on the evidence outlined above, which is part of the record, this application to expand the Village on Chopmist Hill satisfies the requirements of Gloucester Code of Ordinances Section 208 Mobile Homes and House Trailers with all conditions of approval.

The following conditions are applied to this approval:

1. The applicant supplies a Drainage Plan.
2. New units must meet the lot size and setback requirements outlined in the Code of Ordinances.
3. The applicant supplies a Lighting Plan.
4. The applicant maintains an up to date license.
5. At least three (3) of the new units are deed restricted Low and Moderate Income housing units.

Based on the above findings, I hereby make a motion to recommend approval of the expansion of the Village on Chopmist Hill for applicant RLM II, LLC for AP 14, Lot 92 to the Gloucester Town Council.

The motion was seconded by Planning Board member John Bart. Ayes – (Bart, Calderara, Clifford, DeGrange, Fournier, Furney, Pitocco).
(end of memo)

The Clerk has received correspondence from the Chepachet Fire Chief (prior to hearing first opening in August):

To Jean Fecteau

This letter is to inform you that I've had a conversation with park manger Kevin Kitson about the proposed expansion of thirteen more new homes to the property located at 102 Victory Highway known as the Village on Chopmist Hill.

With adding this many buildings, it is this offices recommendation that there be installed a minimum of two 10,000-gallon cistern tanks the location to be determined by this office and the owners of said park for the purpose of firefighting water.

One tank should be installed by the time the 3rd lot and home has been installed. The second tank should be installed within two years of the first tank and when the other lots have been established.

It is also a recommendation of this office that some form of lighting be installed on the roadways throughout the park for the safety of the residents in the park.

Any further questions on this matter I can be contacted in my office Tuesday to Friday from 8 am to 2 pm.

Chief Dennis Huestis
Chepachet Fire District
(end of memo)

Councilor Worthy stated the Clerk checked back with the Fire Chief, there is no update to that correspondence.

Councilor Worthy stated that correspondence regarding current issues was received from several occupants of the park. Councilor Worthy stated the issues mentioned were already addressed.

Councilor Worthy stated we have the original map submitted with application, and a second one that were submitted this week. Atty. Kane explained the differences between the two versions. Mr. Kane explained that basically the new map just shows more detail.

Discussion:

Councilor Worthy asked if anyone else wished to be heard, hearing none, Councilor Worthy DECLARED the Public Hearing closed.

MOTION was made by Councilor Arnold to GRANT the application for: Proposed expansion of lot sites at an existing Mobile Home Park, Applicant: RLM II, LLC, d.b.a.: The Village on Chopmist Hill, Location: 102 Victory Highway, a.k.a. Assessor's Plat 14, Lot 92, Requesting the Expansion of the number of lot sites from 87 sites to 100 sites; contingent upon:

1. The applicant supplies a Drainage Plan.
2. New units must meet the lot size and setback requirements outlined in the Code of Ordinances.
3. The applicant supplies a Lighting Plan.
4. The applicant maintains an up to date license.
5. At least four (4) of the new units are deed restricted Low and Moderate Income housing units.
6. The installation of two new generators within the next 12 months
7. A new tank installed between Unit #37 & Unit #39 within the next 12 months
8. The installation of two (2) 10,000-gallon cistern tanks, the location to be determined by the Fire Chief and the owners of said park for the purpose of firefighting water
9. The municipal subsidy shall be in the form of a density bonus.

Seconded by Councilor Burlingame

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

VI. Consent Items- Discussion and/or Action

- A. Approval of Town Council Minutes: Regular meeting of November 21, 2024

MOTION was made by Councilor Burlingame to TABLE the approval of Town Council meeting minutes of November 21, 2024; seconded by Councilor Steere.

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

VII. Unfinished Business

A. Boards and Commissions - Discussion and/or Action

1. Appointments - Discussion and/or Action

a. Zoning Board -

1. Alternate #2, 1-year term to expire 12/31/2024

Councilor Worthy stated the Chair does not have a recommendation at this time and, therefore, Council can chose to table to the next meeting.

MOTION was made by Councilor to TABLE the appointment to the Zoning Board, Alternate #2, to the December 19th meeting; seconded by

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED

b. Parade Committee (continued from 9/5/2024)

1. Alternate #2, Alternate #3, Position #4, Position # 5

Councilor Worthy stated we have two candidates for appointment from the Talent Bank listing, and the Chair has recommended the appointment of Brenda Sadlier and Kaan Ispir, if Council approves.

MOTION was made by Councilor to APPOINT Brenda Sadlier to Position #4, Parade Committee; seconded by

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED

MOTION was made by Councilor to APPOINT Kaan Ispir to Position #5, Parade Committee; seconded by

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED

MOTION was made by Councilor to TABLE the Alternate #2, Alternate #3, to the Parade Committee to the December 19, 2024 Town Council meeting; seconded by

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED

B. ARPA Funds

1. De-Obligations & Obligations - Discussion and/or Action

Councilor Worthy explained that at the last Council meeting there was a list of de-obligations & obligations.

One proposed obligation was TABLED:

The remaining unobligated balance is \$15,893

11. Obligate \$15,893 to a new project - Police Station Improvements and one was changed:

4. This obligation “new project- Police Station Improvements” was adopted by a vote of Council but changed from recommended amount of \$181,468 to \$171,468 in final motion

MOTION was made by Councilor Arnold to **OBLIGATE** \$15,893 from Police Station Improvements and \$ 10,000 from Police Station Improvements to Sansoucy Appraisal Project #31; seconded by Councilor Burlingame;

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED

- C. Authorization of funds for the professional services of Sansoucy Associates re: FM Global Tax Appeal(s): Discussion by Council, Vote, or Other Action

No Action

VIII. New Business

- A. Ratification by Council - Discussion and/or Action

- 1. R.I. Master Lease Agreement & payment terms
Between

Chief DelPrete explained that the Town has been leasing this equipment for some time as most Police Departments do and it is at a cost of \$42,500 for leasing and service.

MOTION was made by Councilor Steere to RATIFY the R.I. Master Lease Agreement between Thales DIS USA, Inc. ("Lessor") and the Gloucester Police Department ("Lessee") - for the lease of a Live -Scan finger print Machine & equipment; said lease is a six year lease and funding shall be a monthly payment appropriated from the Police Department Contract Services line-item at \$600/month; seconded by Councilor Burlingame.

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

- B. Finance Department

- 1. FY 24 appropriations- General Fund Transfer(s) to Reserve Funds-
Discussion and/or Action

Council has received a memo from the Finance Director:

Memo: Honorable Town Council
From: Elizabeth A. Beltram, Finance Director
Re: Fiscal 2024 Fund Balance Reassignment
Date: December 5, 2024

We are nearing the completion of the FY2024 audit. I am pleased to report that the Town ended the year with a surplus. With that in mind, I am recommending the following assignments:

Existing Technology Fund (MC) \$40,000
New fund for Potential Legal Expenses \$40,000

The amounts listed are to be assigned from the fund balance. The remaining unassigned fund balance will remain within the required 12% level. I would ask for approval to include these assignments as part of the Comprehensive Financial Statements for the year ending June 30, 2024.

Respectfully,
Elizabeth A. Beltram
(end of memo)

MOTION was made by Councilor Burlingame to AUTHORIZE the Assignment of funds from the fiscal year ending June 30, 2024, to:

Existing Technoloy Fund (MC) \$40,000
New fund for Potential Legal Expenses \$40,000

seconded by Councilor Arnold

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

IX. Legislative Updates - Discussion and/or Action

Councilor Worthy asked if anyone had any legislative news or questions.

None

X. Town Council Correspondence/ Discussion

Councilor Worthy asked if any Councilor had correspondence or a discussion item.

1. The Planner and the Clerk explained at this time that the motion for Item IX. B. was incorrect as the \$10,000 change to obligation for Police Station Improvements was not funds previously obligated to that account, it is part of the unobligated funds, and the \$15,893 was not previously obligated, now at a total of \$25,893 of unobligated ARPA Funds.

MOTION was made by Councilor Arnold to RECONSIDER Item B. ARPA Funds vote; seconded by Councilor Steere

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

MOTION was made by Councilor Arnold to move \$25,893 of Unobligated ARPA funds to Project #31, Sansoucy Appraisal; seconded by Councilor Burlingame

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy
NAYS-0

MOTION PASSED

2. Discussion followed regarding the Trolley being donated to the School Department. Supt. Palazzo stated there was an issue with the Trust not insuring the Trolley due to possible lead. Councilor Worthy stated there may be a person who would be willing to do lead abatement.
3. Councilor Arnold thanked the Recreation Department for his work on the tree lighting and candlelight shopping.
4. The Clerk asked about the request from Freedom Energy to present to the Town Council. The Council stated that these requests typically come from the Finance Director if they feel it would be financially beneficial. The correspondence will be referred to the Finance Director.

XI. Department Head Reports/Discussion

Councilor Worthy asked if any dept. heads have anything to report or does Council have any questions for dept. heads.

None

XII. Bds. and Commissions Reports/ Discussion

Councilor Worthy asked if any boards or commissions had anything to report or does Council have any questions for bd. or commission members.

None

XIII. Open Forum

Councilor Worthy asked if anyone had anything to discuss on any other subject and if so, please state your name when you come to the microphone.

Councilor Worthy stated the Football team would be congratulated at the December 19, 2024 meeting.

XIV. Adjourn

MOTION was made by Councilor Arnold to ADJOURN at 8:35p.m.; seconded by Councilor Burlingame

Discussion: None

VOTE: AYES- Arnold, Burlingame, Steere and Worthy

NAYS-0

MOTION PASSED