

At a meeting of the Town Council in and for the Town of Gloucester on July 17, 2025  
@ 7:30 p.m.

I. Call to Order

Councilor W. Worthy called the meeting to order at 7:30 p.m.

II. Roll Call

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

Also present: Jean Fecteau, Town Clerk; David Igliazzi, Town Solicitor; Elizabeth Beltram, Finance Director; Christine Mathieu, Deputy Town Clerk; Jessica Parker, Tax Assessor; G. Mosca, EMA Director; J. Luszcz, Human Services Director; Karen Scott, Town Planner; Robert Shields, Recreation Director

III. Pledge of Allegiance

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

Councilor W. Steere asked for a moment of silence to honor a resident, Matthew Stone, who passed away last week.

IV. Open Forum - For Agenda Items

Councilor W. Worthy stated that if anyone wishes to speak on any issues to please step to the microphone and state your name when called on.

None

V. Public Hearings

A. New Victualling – Discussion and/or Action

1. Applicant: Troy Hewes

Acting on behalf of the Gloucester Country Club as President of  
the Board of Directors d/b/a : Gloucester Country Club  
121 Wentworth Avenue

Councilor W. Worthy stated that this Public Hearing is for a new Victualling license and was advertised in the Valley Breeze Observer on June 26<sup>th</sup>, July 3<sup>rd</sup>, and July 10<sup>th</sup>, 2025.

Councilor W. Worthy DECLARED the Public Hearing OPEN

Discussion:

Councilor W. Worthy asked if the applicant would like to explain their intention for this location.

T. Hewes, President of the Board of Directors, Gloucester Country Club, stated that the club is looking to expand their restaurant to the public. T. Hewes stated that expanding the restaurant to the public would secure the chef and give him an opportunity to earn a better living.

Councilor W. Steere asked if Gloucester Country Club was looking to invite the public into the restaurant. T. Hewes stated that it is already a restaurant but only for members so they are looking to make it public.

Councilor W. Steere asked about the current policy for alcohol. T. Hewes stated that members can bring alcohol in to the premises but that the club does not have a liquor license to serve alcohol. Councilor W. Steere asked if the club might be looking to get a liquor license in the future. T. Hewes stated that he was not sure at this time.

Councilor W. Steere asked about the hours. T. Hewes stated that the current restaurant hours are Tuesday through Sunday from 4 :00 p.m. to 8:00 p.m.. T. Hewes stated the hours would depend upon the success of the restaurant.

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

None

Councilor W. Worthy DECLARED the Public Hearing CLOSED

MOTION was made by Councilor J. Burlingame to GRANT a Victualling License to APPLICANT: Gloucester Country Club through their Board of Directors d/b/a: Gloucester Country Club, Location: 121 Wentworth Avenue, Gloucester, RI contingent upon: 1) payment of all Town taxes; 2) Building/Zoning approval as needed; 3) Fire and/or Police approval as needed; 4) current Health Department approval; 5) current Food Manager Certificate; and 6) current Rhode Island

Permit to Make Sales; this license shall be for the interior of the premise only and is valid to November 30, 2025; seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED

VI.     Consent Items- Discussion and/or Action

- A.     Approval of Town Council Minutes: Special meetings of June 23, and July 9<sup>th</sup>, 2026 & Regular meeting of June 26<sup>th</sup>, 2025
- B.     Tax Assessor's Additions & Abatements – June 2025
- C.     Finance Director's Report – June 2025
- D.     Pole Grant – Cherry Valley Road- Installation of new pole #P5-1

MOTION was made by Councilor C. Greathouse to APPROVE the Town Council minutes of Special meetings June 23<sup>rd</sup> & July 9<sup>th</sup>, Regular meeting minutes of June 26, 2025; **NO ADDITIONS or ABATEMENTS** to the 2024 Tax Roll for the month of June 2025; **to ACCEPT** the Finance Director's Report for June 2025; and to **APPROVE** the Pole Grant, Cherry Valley Road, installation of new pole #P5-1; seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED

VII.     Unfinished Business

- A.     Boards and Commissions - Discussion and/or Action
  - 1.     Appointments - Discussion and/or Action
    - a.     Parade Committee
      - 1.     Alternate #2, Alternate #3

Councilor W. Worthy stated that there are no recommendations from the Chair.

MOTION was made by Councilor S. Calise to TABLE the appointments, Alt. 2 & Alt. 3 to the Parade Committee to the Town Council meeting of August 7, 2025; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED

b. Gloucester 250<sup>th</sup> Commission

Councilor W. Worthy stated that there are no new names on Talent Bank listing.

Councilor W. Worthy stated that if anyone is interested or expresses an interest to please stop by the Clerk's office or go to website, Volunteer, to fill out an application for the Talent Bank.

J. Fecteau, Town Clerk, stated that there are enough members to call a meeting so Roy Najecki, Chair, should be calling a meeting soon. Councilor J. Burlingame asked if R. Najecki had all the contact information. J. Fecteau stated that R. Najecki had all the contact information.

1. Position #5, #6 & #7

MOTION was made by Councilor J. Burlingame to TABLE the appointments of positions #5, #6, & #7 to the Gloucester 250<sup>th</sup> Commission; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

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

Councilor W. Worthy stated that there are no recommendations at this time.

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 Town Council meeting of August 7, 2025;  
seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

B. Consideration of expanding the Community Septic System Loan  
Program – Discussion and/or Action  
Councilor W. Worthy stated that Council has received a memo from the Town  
Planner which he read as follows:

To: Town Council Members  
From: Karen Scott, Town Planner  
Date: June 17, 2025

Re: Community Septic System Loan Program Expansion

The Community Septic System Loan Program, of which Glocester is a participant, provides low interest loans for septic improvements for residential properties for up to 4 units. The loan funds are provided by the Rhode Island Infrastructure Bank and loans are serviced by Rhode Island Housing. Loans can be up to \$50,000 and require a no more than 45% debt to income ratio. The loan term is 10 years and the property must be owner-occupied.

In conjunction with the upcoming Chepachet Village Septic Improvement Program, which will provide direct grant funds for the septic system improvements in the Village (through SNEP and EPA grant funds), we have worked with the Rhode Island Infrastructure Bank to potentially expand the existing Community Septic System Loan Program to expand eligibility for the loan funds to include mixed use structures and commercial buildings. This would ensure that the property owners of commercial and mixed-use structures have access to funds to complete the septic system upgrade, which will likely be quite expensive. We anticipate that the grant funds will only cover a portion of the entire construction project and we want to see as many septic upgrades as possible through this program.

The Chepachet Village Septic Improvement Program Grant applications are set to be distributed next week so this expanded program with the Infrastructure Bank is very timely as property owners decide if septic upgrades are financially feasible.  
(end of memo)

Discussion: K. Scott stated that one of the biggest deterrents to the Chepachet Revitalization Plan that was done in 2020 is the problem in the historic district of sewers and water. K. Scott stated that the lots in the village are small and there are distance requirements between septic systems and wells that are very hard to meet. K. Scott stated that these difficulties make it hard for property owners to upgrade their systems and wells.

K. Scott stated that she asked the RI Infrastructure Bank if there were any available programs for these types of businesses and was told there were not. K. Scott explained that the grant programs of SNEP and EPA loans were put together to help these property owners. K. Scott stated that using these two loans still leaves a gap to be able to afford a new system. K. Scott stated that the RI Infrastructure Bank is interested in allowing Glocester to create a pilot program that would expand the town's residential only Community Septic Loan Program to include commercial properties, non profit properties and mixed use properties under the same terms.

K. Scott stated that the Infrastructure Bank is asking for a Resolution in order to then bring to their Board for consideration. Councilor J. Burlingame asked about the amount of interest shown by the village businesses. K. Scott stated there is quite a bit of interest and that these loans would be for the property owners.

Councilor W. Steere asked if the program were expanded if it would negatively impact the residents. K. Scott stated that the Infrastructure Bank is open to keeping these lines of credit available so as one line is used they have offered new ones. Councilor W. Steere asked if these loans would be limited to existing properties or to new builds. K. Scott stated that could be a stipulation. J. Fecteau stated that the current Community Septic Loan Program applies for the repair or replacement of failed or failing existing systems. K. Scott stated her opinion that she feels this would be a great program for the village businesses and the public. Councilor W. Steere stated that he wanted to make sure that if this program were to take off that it would not impact the availability for the rest of the town. J. Fecteau stated that this program has been used by many homeowners.

No Action Taken by Council

## C. Special Town Referendum

### 1. Status of proposed Town Referendum – Discussion and/or Action

Discussion: Councilor J. Burlingame stated that he spoke to B. Keeling, School

Committee chair and they are waiting on R. Palazzo, Superintendent, to finalize the budget. Councilor J. Burlingame stated that E. Beltram sent the budget to R. Palazzo earlier this week. Councilor J. Burlingame stated that R. Palazzo has been out of the office.

No Action Taken by Council

VIII. New Business

A. Personnel - Discussion and/or Action

1. Dept. Public Works

a. Resignation – Driver/Laborer

Councilor W. Worthy stated that the Clerk has received a letter of resignation from DPW employee, Tyler Martin Driver/Laborer, last date of employment July 4, 2025.

MOTION was made by Councilor S. Calise to ACCEPT the resignation of Tyler Martin from the DPW Driver/Laborer position effective July 5, 2025; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

b. Authorization to seek replacement employment

Councilor W. Worthy stated that the DPW Director would now request authorization to seek a replacement.

MOTION was made by Councilor C. Greathouse to AUTHORIZE Gary Treml to seek candidates to fill a Driver/Laborer position with Gloucester DPW; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

2. Recreation Dept.

a. Ratification of Supplemental Appointments

Summer 2025 Recreation Positions - Discussion and/or  
Action

Councilor W. Worthy stated that prior to this Council meeting, the Town Council, by consensus, agreed to allow the Recreation Director, to appoint additional employees and adjust others to different positions to keep the summer recreation programs staffed and going.

Councilor W. Worthy stated that Council now needs to ratify those changes in the Recreation Department.

MOTION was made by Councilor C. Greathouse to RATIFY The following changes to the roster of 2025 Recreation Department employees originally appointed on June 5, 2025:

Removal:

1. Water Safety Aid: Norah Sorrentino (declined position)
2. Parks and Grounds: Mario Girard (cannot finish season)

Adjustments:

1. Move Leah Seddon from Litter Patrol into the Swim Aide position.
2. Move Jaycob DeRoche from Parking Attendant into the Maintenance role.

New Hires:

1. Parking Attendant. Beatrice Bither
2. Maintenance: Joseph Lowell
3. Lifeguard: Brendan Desrosiers

Seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED



B. Special Event Applications

1. Applicant: Gloucester Business Association

Event: Trick or Treat on Main Street

Date: Saturday, October 25, 2025

- a. Determine if exempt from Public Hearing  
and/or Set Public Hearing Date - Discussion and/or Action

Councilor W. Worthy stated that the application received for this Special Event notes that the event is the “same” as last years event. Councilor W. Worthy stated that no complaints were received after the last event. Councilor W. Worthy stated that Council needs to determine if the event is exempt from public hearing due to Gloucester Code of Ordinance, Chapter 175.4-B.

Discussion:

A. Goulet stated that he is a Gloucester Business Association member and co chair of the Trick or Treat event. A. Goulet stated that there are no changes proposed this year and that the event has been well received in the past. A. Goulet stated his opinion that this event cements businesses, members and residents. A. Goulet stated that Chief Delprete recommends the number and location for officers for the event. Councilors W. Worthy and J. Burlingame stated their opinion that it is a great event. Councilor S. Calise stated her appreciation for this event.

J. Fecteau, Town Clerk, stated that this matter before Council is to consider waiving the public hearing requirement and that the application can be considered in the next item.

MOTION was made by Councilor J. Burlingame to WAIVE a Public Hearing, pursuant to Gloucester Code of Ordinance, Chapter 175.4-B, for Applicant: Gloucester Business Association, Event: Trick or Treat on Main Street, Date October 25, 2025; seconded by Councilor S. Calise

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED

b. Consider application (if exempt from Hearing) - Discussion and/or Action

Councilor W. Worthy stated that Council has agreed to Waive the Public Hearing, therefore, Council can now consider application.

Councilor W. Worthy stated that the Clerk has a flyer from the GBA and that a representative, Andy Goulet, is present to answer any questions. Councilor W. Worthy stated that the following letter was included with application which he read as follows:

May 5, 2025

Dear Jean,

Enclosed please find the Gloucester Business Association's Field Permit Application and Special Event Application for our "Trick or Treat on Main Street" event to be held on Saturday, October 25, 2025 from 12:00 Noon to 3:00 PM.

We respectfully request the following waivers for our event:

*Chapter 221-18 I:* We request permission to display our 8'x2' "Trick or Treat on Main Street" banner on the pavilion grounds.

*Chapter 221-18 N:* We request permission to distribute local business coupons and other promotional items to the parents during the event.

We request permission to set up an EZ-Up canopy at the exit point of the Pavilion parking lot (northern location).

We request that the exit point of the Pavilion parking lot be blocked off for pedestrian safety.

We request permission to set up two tables and four chairs under the canopy.

We request that the Town waive a public hearing to consider these requests as there are NO changes from previous the "Trick or Treat" events.

Please let us know whether we will be required to appear before the Town Council in regard to our event.

Yours truly,

Hillary Collings, President

Gloucester Business Association

(end of memo)

Discussion:

R. Shields, Recreation Director, stated that he has been in touch with S. Barron (sp?) who is the organizer for the marketplace that takes place at the Pavilion. R. Shields stated that nothing will change this year. R. Shields stated that the event is held under the Recreation Department and that S. Barron has filled out the use form. R. Shields stated that S. Barron takes care of collecting tax id information and providing it to him as well as placing the vendors in various locations. R. Shields stated that he trusts S. Barron to continue to run the marketplace this year as she has in the past.

Councilor W. Steere asked if the marketplace was part of the Trick or Treat event as that is what is being discussed. R. Shields stated that this deals with the Scarecrow Festival which will be next on the agenda. R. Shields stated he spoke earlier that the matter on the agenda as he was not sure when to speak.

MOTION was made by Councilor J. Burlingame to APPROVE the application submitted by the Gloucester Business Association for Trick or Treat on Main Street to be held on Saturday, October 25<sup>th</sup>, 2025 from noon to 3:00 p.m. starting locations: the Pavilion at Kent Field, “Whisky Pearl” location, and a third location to be determined and approved by the Chief of Police; said use of town property subject to:

1. Authorization by signature of the Gloucester Recreation Director on Field Permit;
2. Adhering to the stipulations of the previously adopted “Pavilion at Kent Field Use Policy” with the following waivers:
  - a. Chapter 221-18 I. To allow banner on grounds
  - b. Chapter 221-18 N. To allow local business coupons and other “promotional” items to be distributed to adults” during the event.
3. Permission is granted for a canopy to be set up with tables and chairs at the exit point of parking lot; in addition, Committee shall notify DPW prior to the event to request the blocking of the parking lot exit point;
3. Police and Fire Approval shall be received by applicant and filed with the Town Clerk prior to issuance of license. Both Police and Fire may require safety measures, including manpower details, as they deem necessary.
4. Additional stipulations may be made and added by a vote of the Town Council prior to the event; seconded by Councilor S. Calise

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED

2. Applicant: Friendship Lodge

Event: Scarecrow Festival

Date: Saturday, October 18, 2025

a. Determine if exempt from Public Hearing and/or Set  
Public Hearing Date - Discussion and/or Action

Councilor W. Worthy stated that the application received for this Special Event notes that the event is the “same” as last year’s event. Councilor W. Worthy stated that no complaints were received after the last event. Councilor W. Worthy stated that Council needs to determine if the event is exempt from public hearing due to Gloucester Code of Ordinance, Chapter 175.4-B.

Discussion: Councilor W. Steere asked if the event was the same as last year with no changes. K. Doucette, Friendship Lodge, stated that they were keeping everything the same as is because it has run so smoothly in the past.

MOTION was made by Councilor S. Calise to WAIVE a Public Hearing, pursuant to Gloucester Code of Ordinance, Chapter 175.4-B, for Applicant: Friendship Lodge Event: Scarecrow Festival, Date October 18, 2025; seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED

b. Consider application (if exempt from Hearing) -  
Discussion and/or Action

Councilor W. Worthy stated that if Council has agreed to Waive the Public Hearing, Council can now consider application.

Councilor W. Worthy stated that a request from the Friendship Lodge has been received which he read as follows:

## Scarecrow Festival 2025 proposal

Date- October 18, 2025

Friendship Lodge #7 along with the scarecrow festival committee respectfully requests a license to hold the annual Scarecrow Fest in Downtown Chepachet.

We will comply with any restrictions requested by the town of Glocester and the State of Rhode Island.

Below is a breakdown of the events for the day.

- 1.) Festival will run from 10 AM through 5 PM
  - 2.) Registration will take place on Friday the 17th at Friendship Lodge from 6PM to 7PM and will also take place on Saturday the 18th from 9AM to 11AM.
  - 3.) There will be food at the Market Place which will be provided by local food trucks that are licensed with the town.
  - 4.) We anticipate the need to two police officers for crowd and traffic control which will be in accordance with the guidance of the police chief
  - 5.) Any music taking place will be provided by the Chepachet union church or independent businesses within the community
  - 6.) The market will be its own entity held at the pavilion at Kent field.
  - 7.) We are requesting the town hall lawn for children's activities which may include but aren't limited to the future farmers of America and the pumpkin patch. The Kent pavilion has proven to be too wet for these activities to take place.
  - 8.) Scarecrows will be placed in assigned locations that line main street from October 17th to October 31st. All scarecrows will be taken down by the vendors and participants by the evening of the 31st or they will be discarded by the clean-up crew.
  - 9.) Scarecrows will be placed away from all intersections and run from Romani Orthodontics to the rotary.
  - 10.) Scarecrows will be placed away from all intersections.
  - 11.) Food local non-profits - Glocester Lions will be located at 1184 Putnam Pike, Chepachet Grange will be located at the pavilion. Chepachet Fire Department, Friendship Lodge, and Chepachet Union Church will be located on their property as well as current licensed food trucks
  - 12.) There will be no outside vendors, peddlers, or hawkers associated with the festival.
  - 13.) There will be no one day special food licenses issued for the festival.
  - 14.) If you have any questions please call Keith Doucette
- (end)

Discussion: Councilor J. Burlingame asked about the number of porta johns that may be required. J. Fecteau stated that the motion last year stated 10 porta johns. K. Doucette stated that 8 were at the Festival last year. Councilor W. Steere asked if there were any problems with having 8 porta johns. K. Doucette stated there were not any problems.

Councilor W. Steere stated his opinion that 8 porta johns should be sufficient as the Pavilion also had bathrooms.

MOTION was made by Councilor W. Steere to APPROVE the application submitted by the Friendship Lodge #7 for the Scarecrow Festival to be held on Saturday, October 18<sup>th</sup>, 2025 from 10:00 a.m. to 5:00 p.m.; said use of town property is allowed with the following stipulations:

1. Any food, not prepackaged, cooked and/or served on any Town property shall be served by a certified food handler and all applicable food safety state guidelines will be observed
2. Food Trucks, if participating, must be licensed by the Town of Gloucester, whether with an annual license or a one-day license.
3. Cleanup and trash removal will be the responsibility of the Applicant
4. All stipulations for use of the Town Pavilion, if used, in the Code of Ordinance, Chapter. 221-18, shall be followed unless waived prior to event.
5. The applicant will work with the Chief of Police regarding a Police presence. The hours and number of officers needed will be at the Chief's discretion.
6. The applicant will work with the Chepachet Fire Chief to ensure all safety measures are observed and all areas are accessible by emergency vehicles.
7. A current Certificate of Insurance Liability, in an amount to be determined by the Town Solicitor shall be filed prior to license being issued.
8. A Gloucester Field Permit shall be obtained from the Recreation Director for use of the Pavilion, if used, prior to license being issued.
9. To include 8 porta johns along the entire area used for the event
10. Signs for parking shall be clearly posted
11. The event shall be limited to the proposal submitted on application
12. Any uses on Town Hall lawn, other than a pumpkin patch and information table by Future Farmers of America must be authorized in the Town Clerk's Office prior to event, subject to Interlocal Trust approval as needed.

seconded by Councilor C. Greathouse

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0  
MOTION PASSED

C. Request for Resolution – Expansion of Community Septic System Loan Program – Discussion and/or Action

Councilor W. Worthy stated that in the Town Planner request, Unfinished Business, for the expansion of the CSSLP program terms to include eligibility for business and nonprofits entities the planner has asked for a resolution showing the Council's approval of the change of terms.

Discussion: K. Scott stated that no terms would be changing and asked for the term non profit to be included in the resolution wherever the mixed use and commercial terms were used. K. Scott stated that by adding the term nonprofit would expand the offer to entities like churches and Friendship Lodge.

Councilor J. Burlingame read the resolution as follows:

**Resolution # 2025-09**

**GLOCESTER TOWN COUNCIL RESOLUTION  
IN SUPPORT OF EXPANDING THE GLOCESTER COMMUNITY  
SEPTIC LOAN PROGRAM**

**WHEREAS:** The Town of Gloucester is a participant in the Gloucester Community Septic Loan Program (GCSLP), offered by Rhode Island Housing in partnership with the Clean Water Finance Agency, the State Department of Environmental Management and the Rhode Island Infrastructure Bank; and

**WHEREAS:** the goal of GCSLP is to safeguard public health and improve ground and surface water resources, by ensuring the proper functioning and maintenance of all septic systems in Gloucester; and

**WHEREAS:** The Town has developed the Chepachet Village Septic Improvement Program (CVSIP) to upgrade residential, mixed use, commercial and non-profit septic systems within the Village using direct grants funded through the Southern New England Program, the United States Environmental Protection Agency, and Coronavirus Local Fiscal Recovery Funds; and

**WHEREAS:** the program goal of the CVSIP is to provide financial incentives that lead to the construction of as many wastewater upgrades as financially feasible in Chepachet Village, establish an innovative, third party management entity to ensure the long term viability of these wastewater investments, as the results of these upgrades are implemented, reduce the number of properties using point of entry



systems on drinking water wells, and as a result of these upgrades, restore the quality of the Chepachet River and remove the Total Maximum Daily Load (TMDL); and

**WHEREAS:** the CVSIP funds will not cover the complete construction of the individual septic systems and property owners may need access to supplemental funding to ensure project implementation; and

**WHEREAS:** the current GCSLP is currently available to properties that have between one and four residential units that are owner-occupied; and

**WHEREAS:** the expansion of the GCSPL program to allow owners of mixed use commercial and nonprofit properties (owner-occupied or nonowner-occupied), using the same loan terms, fixed interest rate, and loan amounts as the existing program will assist in the implementation of the CVSIP; and

**NOW, THEREFORE BE IT RESOLVED:** that we respectfully request the Rhode Island Infrastructure Bank, Rhode Island Housing and the Department of Environmental Management expand the eligibility of the GCSLP program to include commercial, mixed-use and non-profit properties in the Village of Chepachet in support of achieving the town's public health, safety, and water quality goals.

This Resolution shall take effect upon passage.

Glocester Town Council,  
Councilor William A. Worthy, Jr., President  
Councilor Walter M. O. Steere, III, Vice President  
Councilor Jonathan E. Burlingame  
Councilor Stephanie L. Calise  
Councilor Cheryl A. Greathouse

ADOPTED THIS 17TH DAY OF JULY 2025

Seconded by Councilor S. Calise

Discussion: None

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



MOTION PASSED

D. Authorization for Signature

1. Tax Assessor - RFP #2025-04 Statistical Revaluation - Catalis
  - a. Contract (per previously awarded bid)- Discussion and/or Action

Councilor W. Worthy stated that RFP #2025-04 Statistical Revaluation was awarded in June 2025, and this document represents the contract for those services previously agreed upon.

Councilor W. Worthy stated that the contract has been reviewed by the Solicitor.

MOTION was made by Councilor J. Burlingame to AUTHORIZE the Town Council President to sign the “Assessment Services Order Form”, with an agreement term of 7/1/2025 to 3/31/2026 for fees in the amount of \$155,000; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

b. CAMA Software Order Form - Discussion and/or Action

Councilor W. Worthy stated that RFP #2025-04 Statistical Revaluation was awarded in June 2025, this document represents the Software Subscription fees and one time professional services fees for the Data Conversion and Training previously agreed upon.

Councilor W. Worthy stated that the order form has been reviewed by the Solicitor.

Discussion: Councilor J. Burlingame asked if the cost was a second cost in the amount of \$155,000. Councilor W. Worthy stated that there is only one amount for both.

MOTION was made by Councilor S. Calise to AUTHORIZE the Town Council President to sign the “Assessment Services Order Form”, with an agreement term of 7/1/2025 to 3/31/2026 for fees in the amount of \$155,000; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

2. OpenGov Inc. Order (E-Permitting) – Discussion and/or Action  
Councilor W. Worthy stated that this item is the order form for the OpenGov, Statewide Epermitting Software System, utilized by Planning, Zoning and the Tax Assessors Office.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the Town Council President to sign the OpenGov Order Form, subscription start date 7/1/25 to end date 6/30/2026, for the Statewide Epermitting Software System; seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED

E. Boards and Commissions

1. Appointments - Discussion and/or Action
  - a. Gloucester Housing Authority  
Position #5, Term to expire 6/30/2030

Councilor W. Worthy stated that the Chair of the Gloucester Housing Authority has recommended the reappointment of Jacqueline Muollo to the Gloucester Housing Authority.

MOTION was made by Councilor C. Greathouse to REAPPOINT Jacqueline Muollo to Position #5 Gloucester Housing Authority for a five-year term to expire 6/30/2030; seconded by Councilor J. Burlingame

Discussion: None

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

## MOTION PASSED

### F. Authorization for Set up of Restricted Account – Trust reimbursement Discussion and/or Action

Councilor W. Worthy stated that 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: Police Cruiser Insurance reimbursement  
Date: July 17, 2025

Attached please find a request from Chief DelPrete to authorize a set aside account from the reimbursement of \$6,000 made by the Trust for the totaled cruiser #815. This fund, upon approval, would then be used toward the payment of a 2025 Dodge Durango front line replacement vehicle at a cost of \$43,427.50.

The funds for the purchase (vehicle purchased) would be as follows:

\$ 6,000.00 - Proposed restricted fund

\$ 29,600.00 - Byrne-Jag DOJ grant funds (2019-2022)

\$ 7,827.50 - Donation account

Once Council approves the set aside, we can process the payment.

Respectfully,

Elizabeth A. Beltram

(end of memo)

MOTION was made by Councilor J. Burlingame to AUTHORIZE the creation of a set aside account in the amount of \$6,000; said \$6,000 represents a reimbursement from the Interlocal Trust as a reimbursement for a totaled police cruiser (#815). The funds in the set aside account would be utilized towards a replacement police vehicle; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

IX. Legislative Updates - Discussion and/or Action

Councilor W. Worthy asked if any Councilors had updates on legislation.

None

X. Town Council Correspondence/ Discussion

Councilor W. Worthy stated that Council has received the following correspondence

1. Council has received a complaint regarding Hills Tavern. Councilor W. Worthy asked if the Chief was present and he was not. Councilor J. Burlingame stated that for informational purposes only, that an email had been sent to the town clerk and that the Chief was aware.

2. Rhode Island Energy send a notification to municipalities regarding their vegetation plan for 2025, which can be viewed on line

3. Request for a written policy on renters in private homes. Zoning Board referred them to Council.

Councilor W. Steere asked if the town follows state law regarding item # 3 in correspondence. D. Iglioizzi, Town Solicitor, stated that if the town were to establish a short-term rental policy then there would be state requirements that apply.

J. Fecteau stated that the person requesting the policy has been in her office several times and she is concerned about the turnover of people at the property next door. J. Fecteau stated that the police have also been at the next-door property on multiple occasions. J. Fecteau stated that the person is requesting a policy and J. Fecteau stated that a policy may not do what this person wants. D. Iglioizzi stated that he could look into the short-term rental legislation if Council wants.

J. Fecteau stated that the property is on Snake Hill Road and there are people coming and going all the time. J. Fecteau stated she told the person requesting the policy that the high turnover may not be renters.

K. Scott, Town Planner, stated that a few years ago she and D. Iglioizzi drafted a proposal policy for short term rentals. K. Scott stated that Council withdrew the proposal as there really wasn't a problem in town. K. Scott stated she still had the proposed policy and could forward it to D. Iglioizzi and Council. D. Iglioizzi stated that would be a good starting point.

4. The Tax Assessor has recorded in Land Evidence the Assessors Statement of Assessed Valuations and Tax Levy for 2025 Tax Roll.

5. Councilor W. Steere stated thanks to all who were involved in all of the 4<sup>th</sup> of July festivities of the fireworks, road races and parade. Councilor W. Steere stated all events were great.

## XI. Department Head Reports/Discussion

Councilor W. Worthy asked if any Department Heads had anything to report or if any Councilors had any questions for Department Heads.

### Discussion:

1. J. Fecteau, Town Clerk, stated that J. Pitocco, Land Trust member, came to her office to discuss an event the Land Trust would be holding at Sprague Farm on Sept. 27, 2025. J. Fecteau stated that the event would involve ten acoustical musicians located along the path at Sprague Farm. J. Fecteau stated the event is free. J. Fecteau stated that the Land Trust was also inviting other departments to participate and that there would be no vendors.

J. Fecteau stated that she did not feel that the Land Trust needed to obtain a special event license as they did not meet the reasons for a special event license that typically requires monitoring. J. Fecteau stated that the Land Trust is working with police and fire and has the insurance through their provider. J. Fecteau stated that if Council had any questions to contact the Land Trust. J. Fecteau stated that the Land Trust also offered to come before Council if needed.

Councilor W. Steere stated a request for the Land Trust to submit a short memo to Council describing their event.

2. J. Fecteau stated that she wanted Council to be aware that there will be a public hearing for the transfer of two Class A liquor licenses at their next Council meeting.

3. K. Scott, Town Planner, wanted to let Council know that the poles and light bulb replacements had been installed at Gloucester Memorial Park. K. Scott stated that this was completed with grant funds.

4. K. Scott, Town Planner, wanted to let Council know that renovations were almost complete at Manton Library. K. Scott stated that the renovations were paid for by the community grants received last year. K. Scott stated that Harmony Library renovations would be starting soon as the project just went out to bid. J. Fecteau stated that one of the stipulations for the grants was to offer programs to the public. K. Scott stated that the libraries were required to offer programs on health, education and workforce as part of the stipulations. K. Scott stated that the renovations at the Manton Library offer meeting

rooms for these purposes and that both libraries were already offering programs regarding these topics.

XII. Bds. and Commissions Reports/ Discussion

Councilor W. Worthy asked if any Boards or Commissions had anything to report or if any Councilors had questions for any Board or Commission.

None

XIII. Open Forum

Councilor W. Worthy stated that if anyone wishes to speak on any issues to please step to the microphone and state your name when called on.

None

Councilor W. Worthy stated that now we need a Motion to add two items to Executive Session for discussion only.

MOTION was made by Councilor J. Burlingame to ADD to Item XIV. Closed Executive Session, for discussion only, #2. Collective Bargaining and #3. Pending IBPO Grievance; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

Councilor W. Worthy stated that we now need a MOTION for Executive Session

XIV. 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: Factory Mutual taxation
  - 2. Collective Bargaining – Discussion only
  - 3. Pending IBPO Grievance – Discussion only

MOTION was made by Councilor W. Steere 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: Factory Mutual taxation
2. Collective Bargaining – Discussion only
3. Pending IBPO Grievance – Discussion only

Seconded by Councilor J. Burlingame

Discussion: None

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

Councilor Burlingame- Aye

Councilor Calise- Aye

Councilor Greathouse- Aye

Councilor Steere- Aye

Councilor Worthy- Aye

Discussion: None

MOTION PASSED

XV. Reconvene Open Session – Disclosure of votes taken in Executive Session & To Consider sealing the Minutes of Closed Executive Session

MOTION was made by Councilor W. Steere to Reconvene Open Session -Disclose Zero (0) votes taken in Executive Session & to seal the Minutes of Closed Executive Session; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED

XVI. Adjourn

MOTION was made by Councilor W. Steere to ADJOURN at 9:56 p.m.; seconded by Councilor J. Burlingame

Discussion: none

VOTE: AYES- Burlingame, Calise, Greathouse, Steere, Worthy

NAYS-0

MOTION PASSED