

At a meeting of the Town Council in and for the Town of Gloucester on October 2, 2025

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 Igliozi, Town Solicitor; Christine Mathieu, Deputy Town Clerk; Gary Treml, DPW Director; Karen Scott, Town Planner; Gerry Mosca, EMA Director; Chief Joseph Delprete

III. Pledge of Allegiance

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

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. Presentation – Place Branding - Place Branding Project Capstone Presentation and Final Logo Selection - Discussion and/or Action

Discussion: B. MacArthur, EDC Chair, stated that place branding is a strategic process of creating, managing and communicating a unique identity and image of a city or region. B. MacArthur stated that place branding involves crafting a distinctive narrative or reputation that highlights the strength, culture, values and appeal of a place all in an effort to attract relevant tourism, businesses, investment and talents.

B. MacArthur stated that the place branding project by EDC was to solicit a firm that would conduct a comprehensive analysis of Gloucester's current brand image, develop a place branding strategy and create a brand that includes the identity of a logo, tag line and visual assets as well as guidelines to use. B. MacArthur stated that the guidelines would include identifying strategic partnerships by which to enhance and promote the brand.

B. MacArthur introduced Ashly Peck, of Ashley Peck Creative, LLC and Tuni Schartner, of Tuni Schartner Consulting, LLC. B. MacArthur stated that Ashley and Tuni laid out a three phase plan that included developmental work, refinement of that work and presentation of the final work.

B. MacArthur stated that the presentation tonight will summarize the work that has been completed as to the research and brand development aspect and will also lay out the two final brand designs for the logo. B. MacArthur stated that the next step will be to receive the final

marketing plan with guidelines for implementing. B. MacArthur stated the EDC will review and determine ways to place into action.

A. Peck stated that the goal was to highlight and preserve the rural identity of Gloucester as well as to promote this rural identity and natural resources in order to attract visitors. A. Peck stated that individuals, businesses and historians were interviewed. A. Peck stated that a survey was conducted. A. Peck stated that the following brand pillars were created from the research: preserve rural charm, celebrate stories, support local makers, foster belonging and grow with intention.

A. Peck stated that the logo was created to promote that nature and history co-exist and that the colors of reds and yellow were drawn from the buildings in town. A. Peck described both options. A. Peck stated that the tagline they developed is to wander the trails and explore. A. Peck stated that this tagline combines nature with the town. A. Peck thanked Council.

Councilor W. Worthy stated that Council could select a logo from the two presented. Councilors S. Calise and C. Greathouse stated that the presentation was excellent. Councilor W. Worthy stated that the message was clear. Councilor J. Burlingame stated he liked the tagline. Councilor S. Calise stated her opinion that the tagline has so little words but such a big impact.

Councilor W. Steere asked about the other taglines. A. Peck stated that the other suggested taglines were all related to nature, history and rural character.

Councilor J. Burlingame asked about the next step if Council were to approve a logo. T. Schartner stated that the project would be finalized and everything tied together as to a suggested marketing strategy. Councilor W. Worthy asked where the tagline would fit. A. Peck stated it depends on how you want to use it and guidelines could be given.

Councilor J. Burlingame stated he liked option # 1 and other councilors agreed.

MOTION was made by Councilor C. Greathouse to select logo option # 1; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

VI. Consent Items- Discussion and/or Action

A. Approval of Town Council Minutes: Regular meeting of September 18, 2025
MOTION was made by Councilor S. Calise to APPROVE the Town Council minutes of September 18, 2025; seconded by Councilor C. Greathouse

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 -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 #2

Councilor W. Worthy stated that there is a recommendation from Dept. Head Chair, Renee Kettelle.

MOTION was made by Councilor C. Greathouse to APPOINT Renee Kettelle to the ad-hoc non-voting member #2 on the Economic Development Commission for a term to expire 12/31/2026; seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED

VIII. New Business

A. Authorization for Signature – Discussion and/or Action

1. 2022 SNEP Watershed Implementation Grant Subrecipient Agreement Extension

Councilor W. Worthy stated that Council has received a request from the Town Planner which he read as follows:

To: Town Council Members
From: Karen Scott, Town Planner
Date: September 24, 2025
Re: Request for Signature

In 2022, the Town received a Watershed Implementation grant for \$250,000 from the Southeast New England Program (SNEP). This grant expires December 31, 2025.

In 2022, the Town also received a Decentralized Wastewater grant for \$465,000 from SNEP. This grant expires on June 30, 2026.

The Town requested a no-cost extension for both grants until October 31, 2026 to match the implementation timeline for the Chepachet Village Septic Improvement Program.

I am requesting authorization for the Town Council President to sign both grant extensions.

(end of memo)

Discussion: None

MOTION was made by Councilor J. Burlingame to AUTHORIZE the Town Council President to sign the Agreement Extension, to October 31, 2026, for the Watershed Implementation grant, in the amount of \$250,000, from the Southeast New England Program; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

2. 2022 SNEP Decentralized Wastewater Grant Cooperative Agreement

MOTION was made by Councilor J. Burlingame to AUTHORIZE the Town Council President to sign the Cooperative Agreement for an extension, to October 31, 2026, for the 2022 SNEP Decentralized Wastewater Grant, in the amount of \$465,000 from the Southeast New England Program; seconded by Councilor S. Calise

Discussion: None

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

MOTION PASSED

3. Cooperative Agreements for Chepachet Village Septic Improvement
Grant Recipients

Councilor W. Worthy stated that Council has received a request from the Town Planner which he read as follows:

To: Town Council Members
From: Karen Scott, Town Planner
Date: September 24, 2025

Re: Chepachet Village Septic Improvement Program

The Town established the Chepachet Village Septic Improvement Program, which will provide direct grant funds for septic system improvements in the Village (through SNEP and EPA grant funds).

The Chepachet Village Septic Improvement Program Grant applications were distributed to eligible property owners and 19 applications received. The engineering consultant hired under this grant, Pare Corporation, reviewed all application and scored them according to established and publicized scoring criteria which are consistent with the overall goals of the SNEP and EPA grant funds. These criteria include proximity to the Chepachet River, type of existing wastewater system, presence of natural resources, lot size, land use, age of current wastewater system, etc. After review and scoring, we are prepared to send out award letters to all 19 applicants ranging in amount from \$19,000 to \$39,000 to replace their existing wastewater system.

The first step for these grantees is to execute a Cooperative Agreement with the Town of Gloucester. I have attached the Cooperative Agreement for your information. This Cooperative Agreement has been reviewed by the Town's Solicitor, the legal team working with Pare Corporation on this project, and the grant managers for both grants funding this program.

I am requesting authorization for the Town Council President to sign Cooperative Agreements with all grant recipients participating in the Chepachet Village Septic Improvement Program.
(end of memo)

Discussion: None

MOTION was made by Councilor C. Greathouse to AUTHORIZE the Town Council to sign Cooperative Agreements with all 19 grant recipients, as submitted, participating in the Chepachet Village Septic Improvement Program; seconded by Councilor S. Calise

Discussion: Councilor J. Burlingame asked if D. Igliozi, Town solicitor had reviewed the agreement. D. Igliozi stated that he was satisfied with the agreement.

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

MOTION PASSED

B. Personnel- Discussion and/or Action

1. Police Dept.

- a. Authorization to present a Memorandum of Understanding between Local 1322 Dispatcher Union & Town to allow Police Officers and non-union staff to work vacant Dispatcher Shifts

Councilor W. Worthy stated that Council has received a request from Chief Delprete which he

read as follows:

To: Honorable Town Council
From: Chief Joseph DelPrete
Date: September 25, 2025
RE: MOU-Dispatcher Union

It is respectfully requested that the Chief of Police be authorized to enter into a Memorandum of Understanding with the Local 1322 Dispatcher Union to allow Police Officers and the Executive Assistant to work vacant Dispatcher Shifts.

This will only take effect in emergency situations when shifts cannot be filled with full and part-time dispatchers according to the Dispatcher Local 1322 Collective Bargaining Agreement. There has been a hardship and strain on the full-time dispatcher staff with mandated order backs. I foresee this necessary contingency in the short term until the new

part-time dispatcher gets fully trained. This contingency is further needed and will be in place to counter anticipated full-time vacancies in the near future.

The qualified police officers will be paid their normal overtime rate if used for emergency dispatch shifts. Authorization will be needed for the Executive Assistant to be paid the Lieutenant's police overtime rate of \$66.81 if he is needed to work emergency vacant dispatch shifts.

Thank you for your consideration in this important matter.

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

Discussion: Chief Delprete stated that this executive assistant was a salaried employee so that in order for him to be able to get paid for filling in as a dispatcher, Council would need to authorize that the executive assistant be paid at the lieutenant's salary. Chief Delprete stated that the union police officers will be paid the normal overtime rate. Chief Delprete stated that he wanted options to be able to staff the dispatch desk as needed.

Councilor J. Burlingame asked if there was money in the budget. Chief Delprete stated that the budget is tight. Chief Delprete stated that the dispatcher in training hopefully will be ready within the month.

Councilor S. Calise asked if there was an end date for this as needed practice of filling in the dispatch desk. Chief Delprete stated that he wanted to keep the agreement open. Chief Delprete stated that training takes time as it is both the police and fire that the dispatcher handles. Chief Delprete stated that there have been about 15 dispatchers who have left over the last 5 years after training in Gloucester for a variety of reasons. Chief stated that there are two part time dispatchers and one in training. Chief Delprete stated that this request is for an as needed basis and he hopes it will not be needed often but he wanted to have options in place.

Chief Delprete stated that he wanted to let Council know that he will be needing to make another request to pay a salaried employee for additional work and asked for it to be on the next agenda. Councilor W. Steere stated that this matter could be on the next meeting agenda as it was not on the agenda tonight.

MOTION was made by Councilor S. Calise to AUTHORIZE the Chief of Police to enter into a Memorandum of Understanding with the Local 1322 Dispatcher Union to allow Police Officers and the Executive Assistant/non-union to work vacant Dispatcher Shifts in emergency situations; seconded by Councilor C. Greathouse

Discussion: Councilor J. Burlingame asked Chief Delprete to keep track of the hours these employees work the dispatch desk.

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 received the following Correspondence:

1. D.O.T. Gloucester Owned Bridge Inspection Reports, (all good)
2. Correspondence between Rep. Chippendale and D.O.T. regarding a traffic study on Route 44 in the vicinity of Inland Marine.
3. Request for support with a resolution from Portsmouth Town Council requesting the state of Rhode Island to reinstate Revenue Sharing to all 39 cities and towns.
Councilor W. Steere stated that Council should support this resolution.
4. Councilor J. Burlingame stated that he had a conversation with R. Palazzo, Supt. of Gloucester Schools, who informed him that the current school deficit had been corrected as additional monies had come in from a state source.

XI. Department Head Reports/Discussion

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

1. J. Fecteau, Town Clerk, stated that she and D. Igliozi, Town solicitor, have been working on reviewing the mobile food establishment (mfe) town ordinance. J. Fecteau stated that the goal is to make the ordinance simpler and asked if Council would approve a first reading at the first meeting in November. Council agreed.

D. Igliozi stated his agreement with J. Fecteau. D. Igliozi stated that the current ordinance includes hawker/peddler and mfe licenses so they need to be separated and clarified. D. Igliozi stated that they two items are not the same so should be separate.

D. Igliozi stated that a first draft will be sent to council for review and to suggest any changes. Councilor W. Steere stated his opinion that any ordinance needs to include enforcement by the police. D. Igliozi stated that the proposal is to include enforcement powers by police. Councilor S. Calise asked if it could be effective upon passage.

2. J. Fecteau stated that her office has received some talent bank applications for the Charter Review commission. J. Fecteau stated that deadlines for applications is November 14. J. Fecteau asked if she could send a request for input from department heads as to the Charter. Councilors agreed it was a good idea.

3. Councilor W. Steere stated the Chestnut Hill bridge has been downgraded from satisfactory to fair. G. Trembl, DPW Director stated the bridge is about 10 years old and was built by the state.

4. Chief Delprete stated that the assessment team, for accreditation, will be coming in by the end of the month to assess the police department.

Chief Delprete stated that there is a fundraiser going on for Tate, police dog, to help

with costs. Chief Delprete stated that the fundraiser would also be going on at the Scarecrow Festival and Trick or Treat. Chief Delprete stated the campaign was being done by a great marketing individual.

5. K. Scott, Town Planner, stated that the state is requiring all planning applications to be done on the state's new portal. K. Scott stated this new portal would be going live soon.

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 we now need a motion to adjourn to Closed Executive Session.

XIV. Seek to Convene to Closed Executive Session Pursuant to:

A. Seek to Convene to Closed Executive Session Pursuant to:

DISCUSSION BY COUNCIL, VOTE OR OTHER ACTION RE:

1. RIGL 42-46-5(A)(2) Sessions pertaining to collective bargaining or litigation or work sessions pertaining to collective bargaining or litigation or potential litigation:
 - a. West Glocester LLC v. Jessica Parker, in her capacity as Tax Assessor for the Town of Glocester - PC-2025-01882
(re: assessed as of 12/31/2023, for tax year 2024)
 - b. West Glocester LLC v. Jessica Parker, in her capacity as Tax Assessor for the Town of Glocester- administrative tax appeal
(re: taxes assessed as of 12/31/2024, for tax year 2025)

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

A. Seek to Convene to Closed Executive Session Pursuant to:

DISCUSSION BY COUNCIL, VOTE OR OTHER ACTION RE:

1. RIGL 42-46-5(A)(2) Sessions pertaining to collective bargaining or litigation or work sessions pertaining to collective bargaining or litigation or potential litigation:
 - a. West Glocester LLC v. Jessica Parker, in her capacity as Tax Assessor for the Town of Glocester - PC-2025-01882
(re: assessed as of 12/31/2023, for tax year 2024)
 - b. West Glocester LLC v. Jessica Parker, in her capacity as Tax Assessor for the Town of Glocester- administrative tax appeal
(re: taxes assessed as of 12/31/2024, for tax year 2025)

Seconded by Councilor J. Burlingame

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

All were asked to leave the room and would be let back in after Executive Session.

EXECUTIVE SESSION

Any waiting were invited back into the room.

XV. Reconvene Open Session; Disclosure of votes were taken in Closed Executive Session and Consideration of the Sealing of Minutes- Discussion and or Action:

MOTION was made by Councilor W. Steere to Reconvene Open Session; Disclose zero (0) votes were taken in Closed Executive Session and to SEAL the Minutes of Closed Executive Session; seconded by Councilor J. Burlingame

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

XVI. Adjourn

MOTION was made by Councilor W. Steere to ADJOURN at 10:17 PM; seconded by Councilor J. Burlingame

Discussion: None

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

MOTION PASSED

