

At a meeting of the Town Council in and for the Town of Gloucester on December 4, 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. Westgate; Cheryl A. Greathouse; Walter M. O. Steere, III, Vice- President; William A. Worthy, Jr., President

Also Present: David Igliazzi, Town Solicitor; Christine Mathieu, Deputy Town Clerk; Gerry Mosca, EMA Director; Chief Joseph Delprete; Don Zimmerman, Human Resources Consultant

III. Pledge of Allegiance

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

Councilor W. Steere asked all to remain standing for a moment of silence to honor two town individuals who had passed away recently. Councilor W. Steere stated that Sandra Branch had served on the Council and Kathy Houghton had served on several town committees.

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. Gloucester Code of Ordinance

1. Proposed Amendment –Discussion and/or Action

a. Replace existing Chapter #191 Itinerant or Temporary Vendors

With: 1. **Chapter # 198 Itinerant or Temporary Vendors**
(text includes Hawkers and Peddlers only)

AND

2. **Chapter #206 Mobile Food Establishments**
(text includes MFE's only)

Councilor W. Worthy stated that this public hearing was advertised in the Valley Breeze Observer on November 20, 2025.

Councilor W. Worthy DECLARED the Public Hearing OPEN.

Councilor W. Worthy stated that the first reading for these proposed amendments to the Code was held on November 6th, 2025.

Councilor W. Worthy stated that anyone wishing to speak to please come to the microphone and state your name.

Discussion:

1. R. Baumann, Phillips Lane, stated he has questions about the proposed ordinance and feels it is incomplete with uncertain definitions and is vague.

R. Baumann stated his issues concerning the definition of catering, if any; his opinion that the town would be liable if the town permits food trucks on private property; that he does not need a permit as the proposal has a hold harmless section; that jail time is not appropriate to include for a civil offense; that Route 44 is a safety issue; asked if a cease and desist order would be the penalty for violations.

Councilor W. Steere asked if R. Baumann has an MFE truck. R. Baumann stated his MFE truck is Big Bobby Que and that he has been operating across the street on private property. Councilor W. Steere stated that he is outside the current ordinance.

2. C. Baumann, Phillips Lane, stated her opinion that the Council should have set criteria to determine the number of annual permits and preference given to residents; questioned why the vehicle length is set at 36' by 9'; questioned why the statement that the mfe license in town expires on the same day as the state mfe license and if that would open vacancies for annual permits each time an expiration occurs; asked if we keep copies of the state mfe licenses; questioned the town regulating tents, tables, chairs etc with regard to mfe on private property; questioned why trash cans need to be covered. C. Baumann stated her opinion that the penalties are excessive as are the fees stated in Chapter 368 especially as to those who do not hold an annual license with the town. C. Baumann stated that is why it is important to determine how someone gets on the annual list.

D. Wright, Pound Road, owner of Mulberry Vineyard stated that he has questions as to the process and as to the definitions of mfe event and mfe operator.

D. Wright described how he handles food trucks when he has them come to his business. D. Wright stated that he tries to make sure the food truck has a state license as required. D. Wright stated that he does not feel confident that the town will verify

the information in the process of giving a permit. D. Wright stated his opinion that if the process were all online then the mfe could apply and receive the town permit easily and readily.

D. Wright stated his opinion that Glocester does not have the population to support the proposed mfe license ordinance. D. Wright stated a suggestion for the town to create an mfe annual permit for town businesses.

D. Wright asked if this permit would be an allowable one or if there would be a process to comply with in order to get the permit. D. Wright stated his opinion that there could be a process to insure a diverse mix of mfe annual permits in town but recognizes that would be difficult to do.

D. Igliazzi, Town Solicitor, stated that the mfe law was originally part of the hawker/peddler law. D. Igliazzi stated that this proposal separates the mfe ordinance from the hawker/peddler ordinance because they are two different entities doing different things.

D. Igliazzi stated that a state license is required for an mfe trucks to operate in Rhode Island. D. Igliazzi stated that the state licenses allows the mfe truck to operate anywhere in Rhode Island provided the mfe truck also has a town permit. D. Igliazzi stated these requirements apply regardless of whether the mfe is on private or public property unless the mfe truck is not charging for food.

D. Igliazzi stated that the current ordinance has a set number of annual licenses that the town gives out. D. Igliazzi state that the proposed ordinance would make the process of changing that number easier by proposing the change could be done by Council Resolution instead of having to follow the lengthy ordinance amendment process.

D. Igliazzi stated a description of the three types of proposed events which all require a state mfe license and a town permit. D. Igliazzi stated that the matter is about operating a business within town which is why a town permit is needed. D. Igliazzi stated that the conditions regarding no tables, chairs, tents etc is about not having a restaurant operating where it is not supposed to. D. Igliazzi stated that the proposed ordinance is consistent with state law. D. Igliazzi stated that the proposal clarifies the types and requires everyone to get a town permit. D. Igliazzi stated that Council can decide the number of annual permits. D. Igliazzi stated that this ordinance applies to mfe trucks and has nothing to do with catering.

D. Igliazzi stated that the fees are set by state law and Glocester's are on the lower end. D. Igliazzi stated that the ordinance is enforceable by the police. D. Igliazzi

stated that this proposed ordinance is the way cities and towns can regulate business in their towns.

C. Baumann asked for clarification about the wording of “with or without charge” in section 206-2(A) applicability.

R. Baumann described trying to get a permit and was told that there were annual permits but not daily permits. C. Baumann stated that the fee schedule had a daily permit fee. D. Igliazzi stated that there is a daily fee in the town fee schedule but that option was not included in the current regulation. D. Igliazzi stated that the daily option is in the proposed ordinance.

R. Baumann asked for clarification as to an mfe event. D. Igliazzi stated that is an event put on by an event organizer. D. Igliazzi stated that the event organizer and any mfe trucks that are part of the event would need permits and to pay fees.

D. Wright wanted confirmation that the application for the permit could be submitted on line as stated in the proposal. D. Wright also asked if the approved permit could be emailed. C. Mathieu, Deputy Town Clerk, stated that the permit is to be picked up and displayed on the premises.

Councilor J. Burlingame asked about the jail time included in the proposed ordinance. D. Igliazzi explained the process by which police handle violations and one penalty available to police is jail time. D. Igliazzi stated a recommendation to continue the public hearing to make sure all questions get answers and any changes that may be proposed.

C. Baumann stated her request that the definition of the annual permit requirements and number be included.

D. Wright stated a suggestion to include a clause about being able to surrender a license and have a new one issued for a later date. D. Wright suggested a tiered approach to a license dependent upon how often the license is used

MOTION was made by Councilor W. Steere to CONTINUE the public hearing to the first meeting in January; seconded by Councilor S. Westgate

Discussion: None

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

MOTION PASSED

VI. Consent Items- Discussion and/or Action

A. Approval of Town Council Minutes: Regular meeting of November 20, 2025

MOTION was made by Councilor J. Burlingame to APPROVE the Town Council minutes of November 20th, 2025; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

VII. Unfinished Business

A. Consent of Appeal (including expenditure) – Rhode Island Superior Court C.A.

No. PC 2019-10870 Evergreen Lawsuit - Discussion and/or Action

Councilor W. Worthy stated that the Solicitor was waiting for the cost of remaining in the suit for the appeal process. Councilor W. Worthy stated that Council has the cost and can track the increases as other communities opt out. Councilor W. Worthy stated that Council can decide to opt out or stay the cost of an appeal process.

Discussion: D. Iglioizzi stated that the final cost is not yet known so Council may consider tabling until a more final answer is received.

MOTION was made by Councilor S. Westgate to TABLE the Consent of Appeal – RI Superior Court C.A., No. PC 2019-10870 Evergreen Lawsuit; seconded by Councilor C. Greathouse

Discussion: None

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

MOTION PASSED

B. Charter Review 2026 Commission

1. Two Appointments – Members #8 & #9 - Discussion and/or Action

Councilor W. Worthy stated that there are two positions left to appoint and Council has received four more talent bank applications.

MOTION was made by Councilor C. Greathouse to appoint Patricia Henry to

Position # 8 of the Charter Review 2026 Commission and Trisha Wagner to Position # 9 of the Charter Review 2026 Commission; seconded by Councilor S. Westgate

Discussion: None

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

MOTION PASSED

VIII. New Business

A. Authorization of Expenditures from Restricted Opioid Fund -
Discussion and/or Action

1. Vehicle for Narcotics K-9 handler and cruiser kennel for K-9s
2. TruNarc Handheld Narcotics Analyzer

Discussion: Councilor W. Worthy stated that the Finance Director and the Solicitor have been reviewing the requests made by the Chief to ensure full compliance with all aspects of these projects and asked for the matter to be tabled to next Council meeting.

MOTION was made by Councilor W. Steere to TABLE the Authorization for Expenditures from the Restricted Opioid Fund to the Town Council meeting of December 18, 2025; seconded by Councilor C. Greathouse

Discussion: Chief Delprete stated that he was waiting for final information.

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

MOTION PASSED

B. Bid Extension: IFB 2025-02 Full Depth Pavement Reclamation-
Discussion and/or Action

Councilor W. Worthy stated that Council has received a request from DPW Director which he read as follows:

December 1, 2025

To: Honorable Town Council
From: Gary Trembl
Public Works Director
Re: Bid Extension

Bid extension was requested from the vendor on the following bid:

IFB 2025-02 Full Depth Pavement Reclamation

The vendor has agreed to extend the bid at original pricing and conditions.
(See attached bid extension agreement).

I am requesting that this bid extension be approved.

Thank you.

Gary Trembl

(end of memo)

Discussion: None

MOTION was made by Councilor J. Burlingame to APPROVE the Bid Extension for IFB 2025-02 Full Depth Pavement Reclamation at the original agreed upon price: of \$2.62sq. yd. and \$.75 sq. yd for calcium, said extension to expire on December 31st, 2026; seconded by Councilor C. Greathouse

Discussion: None

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

NAYS-0

MOTION PASSED

C. Personnel

1. Public Safety – Animal Control Officer

a. Payout of Comprehensive Time earned - Discussion and/or Action

Councilor W. Worthy stated that Council has received a memo from the Chief which he read as follows:

To: Honorable Town Council

From: Chief Joseph DelPrete

Date: November 25, 2025

It is respectfully requested that Animal Control Officer, Jennifer Grundy, be allowed to buyout 50 hours of her accumulated compensation time in the next payroll period.

The buy-out amount will be 50 hours times \$26.45/hourly rate for a total of \$1,322.50 The Animal Control Officer regularly accumulates compensation time

on after hours and weekend call outs. The current 2025/2026 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 continues to respond to after hours and weekend call outs when needed. 45 hours will remain in her compensation bank.

Thank you for your consideration with this request.

Respectfully Submitted,

Joseph DelPrete

Chief of Police

(end of memo)

Discussion: None

MOTION was made by Councilor C. Greathouse to AUTHORIZE the payment of buyout for 50 hours of Accumulated Compensation time at the hourly rate of \$26.45 from the current (2025/26 fiscal year) budget salary line item for Animal Control Officer, Jennifer Grundy; seconded by Councilor S. Westgate

Discussion: None

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

NAYS-0

MOTION PASSED

2. Bldg./Zoning Official

- a. Clarification of benefits and payroll status for existing staff - Discussion and/or Action

Councilor W. Worthy stated that this item is simply to clarify the status for input into our payroll system that Council intended when changing the current Building Official's status.

Discussion: D. Zimmerman, Human Resources Consultant, stated that the original Motion was not sufficiently specific as to the salary. D. Zimmerman recommended that a motion to clarify could be made that would be made to include the annual salary of \$48,000 with benefits especially as to health insurance.

Councilor W. Steere asked whether the hours were full time or part time. D. Zimmerman stated that if an employee works 30 hours per week then health insurance is required to be offered so long as the employer supplies health insurance

coverage to other similar employees.

D. Zimmerman stated that he is not aware of anything that prevents Council from offering health insurance to an employee who works less than the 30 hours per week.

D. Zimmerman stated that it is difficult to determine the number of hours worked because the job involves time not spent in the office.

Councilor J. Burlingame asked if a proposed motion would be sufficient if it stated the employee was a recognized full -time employee. D. Zimmerman stated that would be a simple way to clarify.

C. Mathieu, Deputy Town Clerk, asked if that wording would include the issue of vacation and sick time. D. Zimmerman stated that a full- time employee accrues vacation and sick leave so if Council wants the employee to accrue these benefits then Council should probably say that too.

MOTION was made by Councilor J. Burlingame to clarify for the Finance Dept. that the annualized salary is \$48,000 and that the employee is a full time employee with full time benefits; seconded by Councilor S. Westgate

Discussion: None

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

MOTION PASSED

D. Authorization of Expenditure from Town Council Contingency Fund

1. Candlelight Shopping Police Patrol - Discussion and/or Action
Council discussed this item at their last meeting. In the past the Council has paid for one of the police details that are utilized during Candlelight Shopping.

Discussion: Councilor W. Steere asked Chief Delprete the going rate for a police Detail. Chief Delprete stated the amount was \$260.00.

MOTION was made by Councilor J. Burlingame to AUTHORIZE the expenditure, from Town Council Contingency Fund, of one Police Patrol detail during 2025 Candlelight Shopping, at an amount not to exceed \$ 260.00; seconded by Councilor W. Steere

Discussion: None

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

NAYS-0
MOTION PASSED

E. Bds. and Commissions - Discussion and/or Action

1. Budget Board

- a. Five terms to expire 12/31/2025
Positions #2, #3, #4, #6, & #7

Councilor W. Worthy stated that the Budget Board Chair has worked with the Deputy and recommends all but position #4 be reappointed. Councilor W. Worthy Stated that the Council has the talent bank application for LeeAnn Lyons and the Chair has recommended Ms. Lyons be appointed.

MOTION was made by Councilor J. Burlingame to REAPPOINT Mike Morgan to Position #2; Jake Desilets to Position #3; Stephen Masello to Position # 6; Kristy Bonoyer to Position #7; and to APPOINT LeeAnn Lyons to Position #4; seconded by Councilor S. Westgate

Discussion: None

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

NAYS-0

MOTION PASSED

F. Authorization for Signature - Discussion and/or Action

1. CodeRed System Upgrade

- a. Memorandum of Understand Renewal

Councilor W. Worthy stated that the Clerk received earlier this week a new Memorandum of Understanding to be signed for the CodeRed System Update. Councilor W. Worthy stated that the memo reflects the new system's specifications, usage protocols, training, and compliance standards

MOTION was made by Councilor S. Westgate to AUTHORIZE the Town Council President to sign the MOU between State of Rhode Island Emergency Management Agency, and the Town of Glocester, 2025/26, for the Code Red program, seconded by Councilor C. Greathouse

Discussion: None

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

NAYS-0

MOTION PASSED

b. Single Point of Contact Verification

Councilor W. Worthy stated that the Clerk also received a request to confirm the recorded **SPOC** for every city and town to ensure the designated SPOC for the new CodeRed platform is current, trained, and correct.

Councilor W. Worthy stated that the IT Director, Matt Floor, has volunteered to assume that role.

MOTION was made by Councilor C. Greathouse to AUTHORIZE the Town Council President to sign the confirmation of Matt Floor to serve as the recorded SPOC for the Town of Glocester in regards to the Code Red system; seconded by Councilor J. Burlingame

Discussion: None

VOTE: AYES- Burlingame, Westgate, 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.

Councilor W. Steere stated that the Governor will be at the Harmony Library on Saturday, December 10, 2025 at 2:00 PM for their groundbreaking ceremony.

X. Town Council Correspondence/ Discussion

Councilor W. Worthy stated that Council has received an abutter notice from RI DEM regarding a site investigation at 89 West Greenville Road.

Councilor W. Steere stated he wanted to offer condolences to the families of S. Branch and K. Houghton who passed away recently. Councilor C. Greathouse stated that Wreaths Across America is being held Tuesday, December 8, 2025.

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.

None

XII. Bds. and Commissions Reports/ Discussion

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

None

XIII. Open Forum

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

None

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)(1) Any discussions of the job performance, character, etc.;
 - a. One Personnel Session (Employees notified)
2. RIGL 42-46-5(A)(2) Sessions pertaining to collective bargaining, litigation or work sessions pertaining to potential litigation:
 - a. Negotiations for successor union contracts (Police & Dispatcher Unions)
 - b. Rhode Island Superior Court C.A. No. PC 2019-10870-
Evergreen Litigation
 - c. Potential Litigation

MOTION was made by Councilor W. Steere 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)(1) Any discussions of the job performance, character, etc.;
 - a. One Personnel Session (Employees notified)
2. RIGL 42-46-5(A)(2) Sessions pertaining to collective bargaining, litigation or work sessions pertaining to potential litigation:
 - a. Negotiations for successor union contracts (Police & Dispatcher Unions)
 - b. Rhode Island Superior Court C.A. No. PC 2019-10870-
Evergreen Litigation
 - c. Potential Litigation

seconded by Councilor J. Burlingame

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

Councilor Burlingame- Aye
Councilor Westgate- Aye
Councilor Greathouse- Aye
Councilor Steere- Aye
Councilor Worthy- Aye

Discussion: None

MOTION PASSED

All were asked to leave the room until executive session is over.

Executive Session

All were invited back into the room after Executive Session

XV. Reconvene Open Session - Disclosure of votes taken in Executive Session &
Consideration of the Sealing of Minutes of Closed Executive Session

MOTION was made by Councilor W. Steere Reconvene Open Session – Disclose zero (0) votes were taken in Executive Session & to Seal the Minutes of Closed Executive Session ; seconded by Councilor C. Greathouse

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

Councilor Burlingame- Aye
Councilor Westgate- Aye
Councilor Greathouse- Aye
Councilor Steere- Aye
Councilor Worthy- Aye

Discussion: None

MOTION PASSED

XVI. Authorization of Expenditure

A. Lifetime Contracts – Legal Retainer Fee due

Councilor W. Worthy stated that Council has received a bill from legal representation, previously approved, to represent the Town of Glocester during the Evergreen Litigation.

MOTION was made by Councilor W. Steere to AUTHORTHORIZE the payment of legal retainer fees for Evergreen Litigation representation in the amount of \$228.33; seconded by Councilor C. Greathouse

Discussion: None

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

NAYS-0

MOTION PASSED

B. Rhode Island Superior Court C.A. No. PC 2019-10870-Evergreen Litigation
Appeal Contribution

No Action taken except as to continue – See VII A.

XVI. Adjourn

MOTION was made by Councilor W. Steere to ADJOURN at 10:25 p.m.; seconded by Councilor J. Burlingame

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

NAYS-0

MOTION PASSED

