

The October 27, 2022 Town Council Meeting was called to order by Denise L. DiFranco, President, in Foster, RI at 7:00 p.m.

The following members were present:

Denise L. DiFranco, President
Heidi Rogers, Vice President
Chris Stone
David Paolino
Cheryl Hawes

Also present:

Kelli Russ, Finance Director
Julia Chretien, Solicitor
Michael Antonellis, Planner
Gordon Rogers, DPW Director
Robert DePalo, Board of Canvassers Chair
Mary Jo Chretien, Board of Canvassers
Bruce Kopec, Board of Canvassers

- I. PLEDGE OF ALLEGIANCE** The Pledge of Allegiance was recited.
- II. ANNOUNCEMENTS/PUBLIC COMMENT** Denise L. DiFranco asked for a moment of silence for Kenny Salisbury who was very active in town. There was no public comment.
- III. CONSENT AGENDA**
- Warrants - Approval of General Warrant FY 2023 #6 \$144,981.87
 - Minutes - October 13, 2022
- Chris Stone moved, Heidi Rogers seconded, to accept the consent agenda as presented.
Discussion: None
Motion passed 5 - 0.
Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.
- IV. PUBLIC HEARINGS**
1. The proposed Zoning Ordinance amendments include changes to Section 38-191 – Table of Uses, Public and Semi-Public Uses #7.
- Denise L. DiFranco said that there were two public hearings. She read the description for each. She opened the public hearing.
- Town Planner Michael Antonellis explained the proposed changes. He said that he had noticed that the current ordinance would affect the new police station. That area was rezoned as a municipal district. The ordinance says that the phrases “and highway department” and “police department” would require a Special Use Permit in a municipal zone. Mr. Antonellis said that it didn’t seem to be needed. They are town departments and this is the only municipal zone. Town government buildings are allowed. The planning board agreed, so the change would just eliminate that line.

Heidi Rogers said so this is just housekeeping. Mr. Antonellis agreed.

Harold Shippee asked if that would include Woody Lowden or the new rec center. Mr. Antonellis said no, they are not in a municipal zone.

Lynne Rider asked for clarification on what is a municipal zone; she correctly assumed it has to be zoned that way, having a municipal building there doesn't make it that way.

There were no more comments so Ms. DiFranco closed the public hearing and opened it to the council.

Heidi Rogers moved, David Paolino seconded, to approve the zoning changes as recommended by the planning board.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

2. Approval of the
Comprehensive Plan

Denise L. DiFranco opened the second public hearing. Mr. Antonellis noted that this [Comprehensive Plan] was a long time coming. It started back in 2012. He explained what criteria needed to be included and noted that the introduction includes the responses to the town survey. He explained that the State also provides commentary and that it was an 11-page letter and he had been addressing those comments from Statewide Planning. The planning board has had four public hearings. The entire document has been posted on the website. A lot of public comments were included.

George Sackal, member of the planning board, mentioned a number of things including alternative energy, and the State's definitions of "minor" and "major" regarding solar farms on page 97.

Denise L. DiFranco noted that this should be part of the motion. David Paolino said he didn't want to make a change that would have a domino effect.

Mr. Antonellis suggested removing "minor" and changing "major" to "larger."

Mr. Sackal said he was concerned with CSF on page 101 A15. He suggested removing the words "commercial scale" and adding, "develop appropriate zoning and permitting regulations for energy production".

Mr. Antonellis asked if this had been brought up at a planning board meeting. Mr. Sackal said no. Mr. Antonellis said the most appropriate thing would be to send it back to the planning board. David Paolino said he would suggest that. Denise L. DiFranco asked if he had to send the whole document. Mr. Antonellis said he would have to.

Denise L. DiFranco said so then it can't be voted on. She asked the attorney if they could continue with this public hearing. Ms. Chretien said that it would be appropriate and totally legal.

Ms. DiFranco said they would continue with the public hearing and then make a motion that it go back to the planning board for changes. Ms. Chretien noted that if zoning changes were needed there would have to be an additional public hearing.

Catherine Bay asked about the Fire Protection and Ambulance Corps on page 90 and if the new EMS should be added. Ms. DiFranco said they haven't come to a final decision on EMS yet.

Lynne Rider said she was looking at the businesses and didn't think some of them still existed. Ms. Rider was also looking at the natural resources section. She was wondering if the Conservation Commission was the watchdog for that. Are they apprised of what the areas are in the Comp Plan? Mr. Antonellis said he does send over any proposals to the Conservation Commission, especially subdivisions. Mr. Antonellis said they should be consulted for any major subdivision and that it is in our major subdivision regulations. In the implementation section there is a "what, where, and who" and the Conservation Commission is listed there.

There were no more comments. Denise L. DiFranco closed the public hearing.

Heidi Rogers moved, Chris Stone seconded, to send the Comprehensive Plan back to the Planning Board with notations for modifications or review of page 97 under energy, eliminating the word "minor" and replacing "major" to "larger" and under the commercial scale of CSF A15, to review if commercial scale is necessary on page 101.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

V. OLD BUSINESS

**Review of ARPA Funds
Spent/Available**

Denise L. DiFranco said that next is a review of the ARPA funds; what is spent and what is available. Kelli Russ said she modified it a little to take out the older things because it was getting confusing. One change is on the consultant fee which is actually \$49,640. The first column is over \$132,000, which we have discussed.

Denise L. DiFranco said we had discussed it and explained that we don't have to spend all this money this year.

Ms. Russ reviewed the current plans (see Exhibit A).

Denise L. DiFranco said being on hold does not mean "no." Ms. Russ said if we funded all these projects, we would be \$132,000 in the hole but this is a moving target. Denise L. DiFranco said that putting it on hold is being responsible.

Lynne Rider asked if there was something they could put out to inform people where everything is. Ms. Russ said she could put up the form she provided to the council. Denise L. DiFranco said it needed a narrative. Ms. Russ said she would meet with Ms. DiFranco and Ms. Hawes to develop it.

VI. NEW BUSINESS

**1. Presentation by the
Board of Canvassers**

Denise L. DiFranco said that next was a presentation from the Board of Canvassers regarding the election preparations. Board of Canvasser Chair Robert DePalo introduced the other members of the Board of Canvassers, Mary Jo Chretien, and Bruce Kopec. Mary Jo Chretien narrated the presentation (See Exhibit B) and explained that their goal was to inspire confidence in the election process. Mr. DePalo explained all of the training and security systems involved.

Ms. Chretien said they are requesting teamwork not only from the Board of Canvassers but also from other town employees.

David Paolino said he, Chris, and Cheryl encountered three people who came out after voting and said, "I couldn't vote. I could only vote in the presidential election because they said I had already voted." Mr. DePalo explained that if they had applied for a mail ballot and received it, then they would be listed as already voting, and what happened is that they forgot they had a mail ballot. Mary Jo Chretien said that they receive it in the mail but forget all about it in a pile of

mail and never use it, but once that ballot is sent out, you will not be allowed to vote at the polls.

Lynne Rider said she was a pollworker at the Primary and noted that at the polls when people vote, the pollworkers cannot remind them to disaffiliate; then they come in to vote in the next Primary and are mad when they discover they are not registered as unaffiliated.

Helene Dolce asked what is being done to clean up the voting list. Mr. DePalo said every two years there is the NCOA (National Change of Address) mailing to send out letters, and if they come back undeliverable, we can take them off the voter list. It can sometimes take two years to get someone off the list. Town Hall also provides a list from Vital Statistics of deaths per month and that allows them to take the deceased off the list.

Mr. DePalo said we do a good job clearing those lists.

Ms. Dolce asked if the AS200 is the voting machine and who certifies them. Ms. Chretien said that is done before we receive them. We meet the company and witness the delivery. We have the keys locked in the Canvassers office in the Town Hall. When they are opened, we check the tape to make sure it is set at zero votes. Three of us sign it. There is also a cross check on the number of votes according to the number of voters on the poll pads. Ms. Dolce asked if there are any discrepancies, do we have hard copies of the ballot for a recount. Ms. Chretien said those ballots are stored securely for 22 months.

Anna Rao asked how many voters are actually living in Foster. Denise L. DiFranco noted that people who move are hard to get off the list because the place where they move to does not send a notice. Mr. DePalo said the NCOA would cover it.

Gordon Rogers noted that they could also be taken off the rolls if they do not vote in two presidential elections. Mr. Rogers said he got applications from years ago. Mr. DePalo said you would think people would be lined up saying that, but they aren't. Ms. Chretien said they would still have to come in with identification that matches the voter list.

Ms. Rider said maybe an article having people contact the Board of Canvassers if they have people who no longer live with them. Denise L. DiFranco said it takes

more than just that. Mr. DePalo said we could send out a letter to the new address.

Mr. Shippee asked about cameras in the Woody Lowden. Mr. DePalo said he would look into it.

2. Board of Canvassers'
Requests

Denise L. DiFranco said there was a request for a meeting with the Board of Canvassers but many of the Town Council members could not make it so the canvassers have come here. Mary Jo Chretien presented the duties that need to be done for the election. (See Exhibit C).

Chris Stone said to present it the week before the election and it won't be an issue. If you need DPW, if you need the Town Clerk, it won't be an issue.

Denise L. DiFranco said she didn't know how this document was created. Ms. Chretien said she did it from notes. Mr. Stone asked about the lawn signs and the flags. Mr. Rogers said he would hang the "Vote Here" sign at the entrance to Woody Lowden because the flag is useless if the wind isn't blowing.

Mr. Stone said we got violated from the Board of Elections because we didn't have the correct signs.

Denise L. DiFranco asked what they would do at Paine. Mr. Rogers said the same thing.

Lynne Rider said that she knew the placement requirement is very specific. Mr. DePalo said the sign on the door at Paine was acceptable; the violation was at the Woody.

Denise L. DiFranco said so it is agreed that this document will be distributed the week before.

Bruce Kopec said that things happen on the day of the Election. Chris Stone said you need to have a person available on the day of the election.

Mrs. Rider said the mouse infestation at Woody should be addressed first. Gordon Rogers said it already has.

3. Quotes for two 14ft
x14ft Wash Bay Garage
Doors

Denise L. DiFranco said that next were quotes for two wash bay doors. Gordon says he has three quotes. Julia Chretien asked if they were bids or quotes. Mr. Rogers said quotes. Ms. Chretien asked if they were over \$10,000. Mr. Rogers said yes. Ms. Chretien said it has to go out to bid. Kelli Russ said they were in a situation because of the weather. The doors are 6 to 8 weeks out and they need to close it up sooner. Mr. Rogers recommended Parma (see Exhibit D).

Lynne Rider asked why the bids weren't formally opened at the meetings the way they used to be. Ms. Russ said it takes too long. Ms. Russ explained the procedure years ago of the way she opens the bids. She also discussed that with the COLA increases, the \$5000+ and \$10,000+ minimums for RFPs are much larger.

Cheryl Hawes moved, David Paolino seconded, to approve the purchase of two 14' x 14' Wash Bay doors from Parma for \$12,549.00.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

4. Bid for Winter Salt

Denise L. DiFranco said Mr. Rogers could explain why we don't have to open bids for this. Mr. Rogers said that they can purchase off the State's master price agreement, and by State law, we can piggyback off other town's bids, and this is piggybacking off Woonsocket.

David Paolino moved, Chris Stone seconded, to approve the purchase of winter salt for \$76.51 per ton.

Discussion: Lynne Rider asked why they wouldn't try for more competition. Heidi Rogers said because Woonsocket already did.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

5. Quotes for Wash Bay Insulation

Denise L. DiFranco said that next is quotes for the Wash Bay insulation. Gordon Rogers said the majority [of the companies] do not provide spray foam. They needed closed cell spray foam so there were only three bidders. Mr. Rogers recommended Atlas in Scituate; they were the lowest bidder.

Chris Stone moved, Heidi Rogers seconded, to go with the DPW's recommendation for \$12,225.00 with Atlas Insulation in North Scituate.

Discussion: Lynne Rider asked why there was no bid again.

Kelli Russ said that it was getting cold and it needed to be done.

Motion passed 5 - 0.

Heidi Rogers, aye; Chris Stone, aye; David Paolino, aye; Cheryl Hawes, aye; Denise L. DiFranco, aye.

6. Sale of Nike Site

Denise L. DiFranco reiterated the announcement that they are not moving forward on the proposal for the sale of the Nike Site at this time.

VII.

FUTURE AGENDA ITEMS

1. Trash Recycling
2. Planning Board Workshop
3. Street lights on Rt. 6

VIII.

ADJOURNMENT

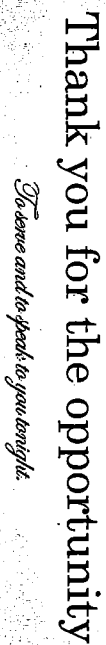
Heidi Rogers moved, Chris Stone seconded, to adjourn.
Motion passed 5 - 0.
Meeting adjourned at 9:29 p.m.

Submitted by,

Kelli Russ / Carol Sholly

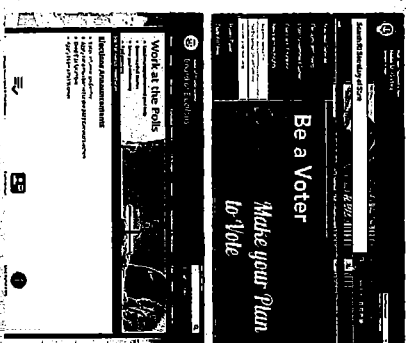
ARPA - Updated 10/25/2022						
	Total Local and County \$ 1,418,312.91	Projects in Process or Discussion	actual	Remaining Funds 2023	Notes	
Police	\$ (800,000.00)	\$ 800,000.00	\$ 797,714.00	\$ 2,286.00	Reported 797,714 in Mar Report the 2286 in next report as of 6.30.2022	
Rescue services - to keep them open until 7/1/22	\$ (100,000.00)	\$ 100,000.00	\$ 100,000.00	\$ -	paid April 2022	
Rescue services - to keep them open until 7/1/24	\$ (87,500.00)	\$ 87,500.00	\$ -	\$ 87,500.00	blend the budget impact	
Recreation Field - Phase II Land Records Recording System - to create electronic land evidence records and E-Permitting-new program to move to electronic permitting	\$ (225,000.00)	\$ 225,000.00	\$ 80,350.00	\$ 144,650.00	Well, irrigation, hryo fracking, rock removal in process	trees paid out of payment in lieu fund
Video Recording system for taxpayer involvement and interaction	\$ (3,599.13)	\$ 3,599.13	\$ 3,599.13	\$ 36,000.00	in process	
Covered Bridge Engineering for failing bridge	\$ (13,000.00)	\$ 10,000.00	\$ -	\$ 10,000.00	quote for \$7,255 without electrical work	
Hazard Pay - EMA Director	\$ (35,000.00)	\$ 35,000.00	\$ -	\$ 35,000.00	Collins Engineering - in process (partially funded through ARPA)	
Hydraulic System - South Foster (Jaws of life)	\$ (3,191.25)	\$ 3,191.25	\$ 3,191.25	\$ -	completed	
Consultant for Economic Development on rte 6 corridor and town-wide	\$ (43,210.00)	\$ 43,210.00	\$ 43,210.00	\$ -	paid in full	
Fairgrounds - bleacher repair/replacement and lighting improvement	\$ (49,000.00)	\$ 49,000.00	\$ -	\$ 49,000.00	Council approved moving forward with project	
Town Hall Renovations - for offices space due to overcrowding	\$ (60,000.00)	\$ 60,000.00	\$ 43,155.00	\$ 16,845.00	Council approved purchase of bleachers	
Green Acres - pond dredging and grounds cleanup	\$ (75,000.00)	\$ 75,000.00	\$ -	\$ 75,000.00	possible project	
	\$ (20,000.00)	\$ 20,000.00	\$ -	\$ 20,000.00	possible project	
	\$ (132,187.47)	\$ 1,547,500.38	\$ 1,071,219.38	\$ 476,281.00	\$ 1,418,312.91	
	Remaining if proposed proj. approved	PROJECTS IN DISCUSSION	ARPA Funds expended to date	CASH REMAINING	\$	347,093.53

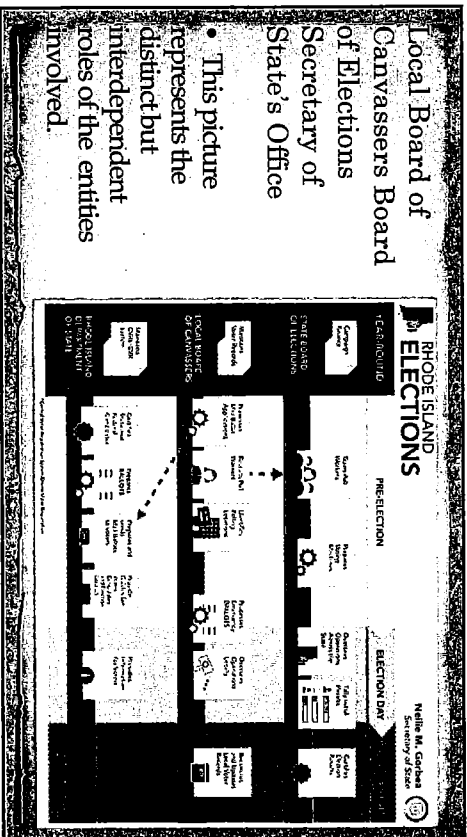
October 27, 2022



- To assure election integrity in accordance with all laws, policies, and procedures.
- To inspire confidence of the community regarding that integrity.

RI-GL Title 17 Elections
[http://webserver.rilin.state.ri.us/
Statutes/TITLE17/INDEX.HTM](http://webserver.rilin.state.ri.us/Statutes/TITLE17/INDEX.HTM)



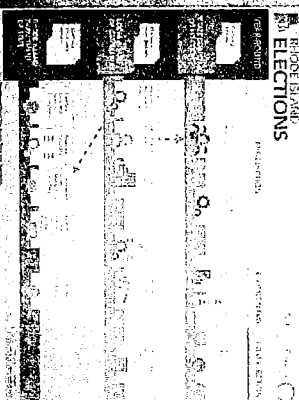


- ### Local Efforts
- Experienced election staff and recruiting for continual capacity.
 - Board of Canvassers meetings are open to the public.
 - Town facilities used for elections: Woody Lowden, Captain Isaac Paine School, and Town Hall.

- ### RI Efforts to Support Elections
- Standard, mandatory training for all poll workers delivered by Board of Elections.
 - Frequent communications from Board of Elections and Secretary of State offices; procedures clearly explained and monitored.
 - New this year: statewide meeting for Board of Canvassers at the state election office in Cranston.
 - Procedures in accordance with Homeland Security for computers (sign in, emails, etc.)

- ### Teamwork Needed
- Board of Canvassers seeks to develop written materials to assure smooth planning and execution of elections for present and future. As people change, this will assure that the shared responsibility for election integrity is maintained.
 - Some town employees need to be available to support efforts, both in advance and as needed.

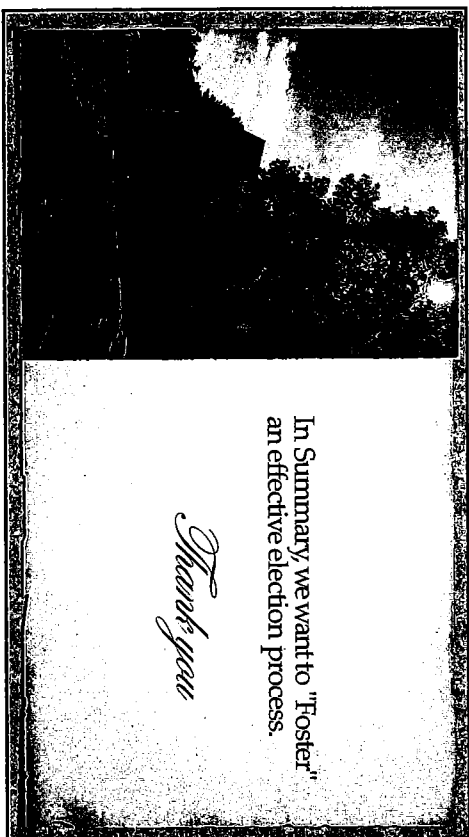
Here are some examples of the local efforts needed to conduct the elections properly.



- Preparations of facilities; Setup the night before, outdoor "flag" signs to designate polling places, safety/security/cleanliness and many other tasks managed by the Town Clerk and election staff.
- Police escort at night or potentially to BOE.
- Return/store signs, Canvassers/Town Clerk & Staff then process all election paperwork and certify required documents/USB drives, counts, etc.

In Summary, we want to "Foster" an effective election process.

Thank you



ELECTION DUTIES

	WOODY	SCHOOL	TOWN HALL	POLICE DEPT.
Town Clerk, Board of Canvassers, and DPW Duties				
Advance Preparation		DPW: A thorough cleaning is needed the week prior to the election. See Attached photos: Mice infestation in kitchen; there are holes under the sink. (We were told the Town cleans it weekly; each renter group cleans after themselves and removes trash. That is not apparent from the condition of the building.) SEE ATTACHED PHOTOS		
Night before election	DPW: Each place needs to be clean, ready, and election equipment up the night before. Setup must coordinate with facility schedule. Ex: Scouts use WL on Monday nights. Town Clerk to contact the Troop Leader	DPW: Must set up in accordance with Board of Election approval. Board of Canvassers/Town Clerk to provide layout map for tables (including 2 new tables that are for "checkers.") and all election stations.	DPW: set up in advance rather than having poll workers do it in the morning because there is not enough time for them to do so. Board of Canvassers need the custodian's phone number to be sure we're able to get in. Town Clerk to provide layout map for tables (including 2 new tables that are for "checkers.") and all election stations.	No voting at Town Hall on Election Day, though staff needed for electors who are sent to town hall for verifications.
	ALL: Safety and Security	DPW: Lights at entryway must be working and be able to be lighted for the following day and evening. Window shades in the corners need to be pulled down/functioning.	Lights on pole should be on for security over parking lot; must be on in a.m. and p.m. hours	

ELECTION DUTIES

	WOODY	SCHOOL	TOWN HALL	POLICE DEPT.
Town Clerk, Board of Canvassers, and DPW Duties <i>continued</i>				
	Signs at end of driveway; flags, weighted bases; taken from storage and secured at site prior to 7 am	DPW: place 1 Flag at end of driveway Town Clerk: place 1 Sign	DPW: place 1 Flag at end of driveway Town Clerk: place 1 Sign	Town Clerk: Sign on door
	Clean, secure entryways	DPW: Make sure ramp is accessible; sand/stone needs to be swept from ramp and porch. Doorstop needs to be added to front door (ex: a screw to hold it.)	School custodian takes care of cleanliness normally, but should be checked that the facility, including parking lot, is ready..	
Police and DPW Duties				
		WOODY	SCHOOL	TOWN HALL
Day Of Election	DPW if needed by request	DPW if needed by request	DPW if needed by request	On Call for parking duty; usually 1 officer is at each place
After the Election	DPW: Signs to be returned and stored. Some help may be needed for moving materials/equipment.	BOC: locks up Woody Lowden. Election staff moves materials to designated spots.	Election staff moves materials to designated spots.	Officer escorts staff and materials from each site (module); If needed, they drive USB to Cranston BOE.

ELECTION DUTIES

		WOODY	SCHOOL	TOWN HALL	POLICE DEPT.
Board of Canvassers, DPW, and Town Clerk Duties					
Before Election	Develop a list of contacts/share	DPW contact	School custodian(s) contact	Bobby DePalo, Sue Dillon, BOC contacts	
Day of the Election		Mark perimeter for campaigners	Mark perimeter for campaigners BOC to put sign on back of building for accessible entrance.		
Day After the Election				BoC and Town Clerk to meet at Town Hall for all needed business, Ex. Provisional ballots, results, reporting to BOE.	

Exhibit D
TC Mtg. 10-27-2022

Sue Dillon

From: Gordon Rogers
Sent: Monday, October 24, 2022 7:04 AM
To: Sue Dillon
Cc: CHRISTIE STONE
Subject: wash bay garage doors

Please be advised im recommending the garage door bid for the two 14 by 14 foot doors be awarded to Parma doors of Smithfield RI. They were the lowest bidder at \$12,549

Gordon Rogers
DPW Director town of Foster RI
(401)368-6997