

Town Council Meeting
June 13, 2019

The June 13, 2019 Town Council Meeting was called to order by Denise L. DiFranco, President of the Foster Town Council, at the Town House at 7:00 p.m.

The following members were present:	Also present:
Denise L. DiFranco, President	Mark Tourgee, Town Solicitor
Cheryl Hawes, Vice President	
Chris Stone	
Heidi Rogers was excused	
Joe Cardillo was excused	

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| I. PLEDGE OF ALLEGIANCE | The Pledge of Allegiance was recited. |
| II. PUBLIC COMMENT /ANNOUNCEMENTS | <p>Council President Denise L. DiFranco asked for a moment of silence for Bob Stone, Chris Stone’s dad, and for former police chief William Ziehl’s mom.</p> <p>Lynne Rider commented on the agenda where it says policies and procedures and requested more information be included.</p> <p>New Business Item 1. Girl Scouts <i>moved</i> Cheryl Hawes moved, Chris Stone seconded, that they move New Business Item 1. To this position, Foster Girl Scout Troop 902. Chris Stone presented a “Thank You Certificate” to Troop 902 for creating Foster’s first Little Free Library. Denise L. DeFranco noted that it was at the Woody Lowden Center.</p> |
| III. CONSENT AGENDA | <p>Chris Stone moved, Cheryl Hawes seconded, to approve the consent agenda with the removal of d. General Warrant #21.</p> <ol style="list-style-type: none">1. Approval of minutes for the May 23, 2019 Town Council Meeting.2. Approval of Payroll Warrants<ol style="list-style-type: none">a. #47 \$33,239.57b. #48 \$31,655.04c. #49 \$35,344.14 <p>Discussion: None.
Motion passed 3 – 0.</p> <p>Chris Stone moved, Cheryl Hawes seconded, to approve General Warrant #21 for \$66,318.11.
Discussion: None
Motion passed 3 – 0.</p> |
| IV. OLD BUSINESS
A. Bldg. Rental Agreement | <p>Town Clerk Susan Dillon explained that she was requesting an update and increase in rates to the old rental agreement, adjusting for expenses and maintenance wear and tear on the buildings. Rates were dependent on number of people.
Discussion: Chris Stone objected to adjusting rates dependent on number of people.
Cheryl Hawes moved, Chris Stone seconded, to accept it as is.
Discussion: Cheryl Hawes felt the fees were reasonable considering the cost of heat and the electricity used as compared to other similar venues. Chris Stone wanted to know who would be monitoring the numbers. Town Clerk Susan Dillon stated that there is a spread sheet for all rentals. Chris Stone stated there is no one there counting people. Susan Dillon stated that she and the DPW director have spot checked.
Cheryl Hawes stated that Woody Lowden could use some TLC and that if we are going to continue to rent it, we need to maintain it and the only way to do that is to charge for it. Denise L. DiFranco stated that if it goes into the general fund it isn’t earmarked for that. Cheryl Hawes stated that it could be allocated.</p> <p>Carol Mauro asked how town residency was determined, specifically Swamp Meadow Community Theater. Susan Dillon noted that they are charging a lower amount for that organization, and that the changes in this case are for parties rather than organizations. Mike Dillon noted that DPW maintains it anyway and that the money is already in the budget. Denise L. DiFranco stated that this would be more than the usual maintenance. Solicitor Mark Tourgee suggested that they form a dedicated account.</p> |

**Town Council Meeting
June 13, 2019**

Lynne Rider, Cheryl Hawes, Audry Carey, Joe Carey, Susan Dillon, Carol Mauro, Ron Cervasio, Chris Stone, Denise L. DiFranco also spoke.

Chris Stone requested that the DPW Director and a Town Official determine the retention of the damage deposit. Cheryl Hawes suggested that it be the Town Clerk. Chris Stone stated it should be the DPW Director. Cheryl Hawes, Lynne Rider, Denise L. DiFranco, Susan Dillon also spoke on the topic. Denise L. DiFranco asked who determined the prices. Susan Dillon explained the clerks talked it over and evaluated the costs so that it could be brought to the town council.

Solicitor Mark Tourgee suggested tabling this item until a redrafted version if available. Denise L. DiFranco requested Kelli Russ’s input.

Cheryl Hawes amended, Chris Stone seconded, the motion to table this item until the changes are made and the treasurer is present.

Discussion: None

Amendment passed 3 – 0.

Main Motion failed 0 – 3.

B. Senior Bus

Carol Mauro, Human Services Director, stated she has an appointment with RIPTA on July 25 at 10:00 a.m. if anyone would like to attend to see what the van is going to look like. She was able to lower the cost by removing technology that we don’t need, such as laptops. She suggested that they might want to keep the Child Warning System which would only cost an additional \$200..

Carol Mauro submitted the pricing with adjustments estimating a cost to the town of between \$13,450 - \$13,850 without the camera. She will look into alternate camera prices.

Ron Cervasio, Denise L. DiFranco, Mike Dillon, and Carol Mauro spoke. Denise L. DiFranco noted that there would likely be a Town Council meeting on the 25th and they could table this vote until then.

V. NEW BUSINESS

**2. Town Clerk
Presentation**

(item 1 was moved ahead)

Susan Dillon, Town Clerk, presented an overview of what was going on at the Town Hall. Topics included:

- A grant award applied for by Carol Sholly who got \$451.58 from the RI Foundation for book restoration
- Sue Boucher is entering all the land evidence cards into the database system which makes them more secure and easy to search
- Re-organization of the vault, replacing file cabinets, new map storage, and labeling
- The Ben Eddy building is being repainted and will include photos from Preservation which is being paid for from fundraisers
- Susan Sprague organized all voter registration cards into file drawers which are much easier to use
- The website has proved useful, there are 832 people subscribing to the site receiving updates and notices; we also have a Facebook page, “Foster, RI Town Hall” and there is also a “Susan Dillon, Town Clerk” page. Carol Mauro got the most people subscribed in a membership contest to the web site notices of 58 people
- All our business listings have been updated and checked
- We added an email line to the dog registration system so that dog owners can be notified when renewals are due
- Old probates from 1855 were housed in envelopes in library drawers which were disintegrating. These are being entered into the database and put in folders
- We collected \$16,769.00 from old probates that were never closed. This month alone we’re taking in an additional \$3,065.00 from old probates and we still have 2006 – 2008 to go through
- Council computers and software have been updated
- Municode has updated the Town Charter with the Town Ordinances and they are online and easily searchable
- We are working on updating the Rental flyer
- Title cards are planned to be scanned in because we have no back-up
- Plans include getting Shred-It in so our shredding can be picked up every month instead of once a year. We’ve had to store it all upstairs

then bring it downstairs. We shredded 250 boxes of paperwork we no longer needed following the Retention Schedule which included the Finance side

- Welcome packets are being given to new residents if they want to pick them up. They are informed with a card in the new resident registration form with the police and for house number placards
- A spread sheet was created for Building & Zoning so we are all informed of what the current issues are
- A spread sheet was created for Planning for subdivisions so we know what is in the works

3. Approval of Bid for CPR machines

Denise L. DiFranco explained that the Ambulance Corps had asked to go out to bid for CPR machines; the bids were due yesterday at 4 p.m. There were three submittals:

- EMS Supply Stryker Lucas, 3 per unit \$15, 985.00 for a total of \$31,970.00 w/1 battery, 2 chest pads plus normal materials; replacement pads would be \$150 and batteries are \$500
- EMS Supply Defibtech Lifeline ARM on \$11,000.00 per unit for total of \$22,000.00 w/ 6 pads and 2 batteries; replacement pads would be \$100 and batteries are \$500.
- Zoll Auto pulse \$12,276.75 per unit for a total of \$24,553.50 w/ 3 batteries and 3 pads. Replacement batteries would be \$825 and pads \$360.

The recommendation by Commander Ginny Colwell and Tom Walden was for EMS Supply Defibtech Lifeline ARM for \$22,000.00.

Chris Stone moved, Cheryl Hawes seconded, to accept their recommendation for EMS Supply Defibtech Lifeline for \$22,000.00.

Discussion: Ron Cervasio, Joe Carey

Motion passed 3 – 0.

4. Meetings in July and August

Denise L. DiFranco stated there is a meeting July 8th and July 25th, does the council want both meetings? Cheryl stated we had two special meeting last year. Denise L. DiFranco suggested a meeting on July 25th. In August they would be August 8th and August 22nd.

Chris Stone moved, Cheryl Hawes seconded, that we have one meeting in July on the 25th and one meeting in August on the 22nd.

Discussion: None.

Motion passed 3 – 0.

5. Policies and Procedures

This is in regard to Genesys IT consultants and the procedure for contacting them. Cheryl Hawes stated that it had been discussed and that Kelli was the contact person. Denise L. DiFranco stated that we wanted to discuss it further because putting Kelli as the only contact person is too much as she has a lot already. She suggested that it be three people, the chief, Kelli, and Sue Dillon.

Chris Stone moved, Cheryl Hawes seconded, to make the chief, Kelli, and Sue the liaisons to Genesys.

Chris Stone moved, Cheryl Hawes seconded, to amend the motion to make the police chief, town treasurer, and town clerk as the liaisons to Genesys.

Discussion:

Amendment passed 3 – 0.

Main motion failed 1 – 2.

6. Pole Petition 3A T. Parker Road

Denise L. DiFranco stated that Mr. Lohr approved the pole placement with the required 3 feet set in from the road.

Chris Stone moved, Cheryl Hawes seconded, to approve the Pole Petition from National Grid for 3A T. Parker Road with the required 3 feet set in from the road..

Motion passed 3 – 0.

7. Pole Petition for 13 Round Hill Rd.

Denise L. DiFranco stated there is a letter from Mr. Lohr approving pole placement on 13 Round Hill Road with the required 3 feet from the road.

Chris Stone moved, Cheryl Hawes seconded, to approve the Pole Petition from National Grid for 13 Round Hill Road.

Motion passed 3 – 0.

Town Council Meeting
June 13, 2019

8. Request for use of fairgrounds

Denise L. DiFranco stated that the Library requested the use of the fairgrounds for August 9th from 4 – 7 p.m. to end their summer program. Cheryl Hawes moved, Chris Stone seconded, to allow the library to use the fairgrounds on August 9th from 4 – 7 p.m.
Discussion: None.
Motion passed 3 – 0.
9. Abatements

Denise L. DiFranco stated there were tangible and motor vehicle abatements. Cheryl Hawes moved, Chris Stone seconded, to accept the tangible abatement of \$4,317.08.
Discussion: None
Motion passed 3 – 0.

Cheryl Hawes moved, Chris Stone seconded, to accept the motor vehicle abatements in the amount of \$7,396.06.
Discussion: None
Motion passed 3 – 0.
- VI. FUTURE AGENDA ITEMS

- Building Rentals
 - Senior Bus
 - Kennel License public hearing
 - Bids for Town Hall roof
 - Recreation Field
- VII. EXECUTIVE SESSION

Cheryl Hawes moved, Chris Stone seconded, to go into Executive Closed Session pursuant to RIGL 42-46-5 for a work session regarding Personnel according to RIGL 42-46-5(A), (1) for discussions of litigation considerations related to the acquisition and lease of real purposes of the disposition of publicly held property where advance notice would be detrimental to the interest of the public according to RIGL 42-26-5 (a) (5)
Motion passed 3 – 0.
- RECONVENE IN OPEN SESSION

Denise L. DiFranco announced that two votes were taken. One to have Sue Dillon send out a letter notifying employees that they must sign out and use the town car on town business. The other to approve the temporary erosion control plan for North Road.
Both votes were carried unanimously 3 – 0.
- VIII. ADJOURNMENT

Chris Stone moved, Cheryl Hawes seconded, to adjourn.
Motion passed 3 – 0. Meeting adjourned at 8:35 p.m.

A digital sound file is made a part of the record for a complete account of the council meeting.

Submitted by,

Susan Dillon
Town Clerk