

**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Special Meeting**  
**January 24, 2019 at 6:45 PM**  
**Town Hall, 125 Main Street, East Greenwich, RI 02818**

(1) Call to Order and Pledge of Allegiance to the American Flag

Town Councilors (4/5): Mark Schwager, President; Caryn Corenthall, Renu Englehart and Michael Zarrella (Excused: Michael Donegan, Vice President)

Town Staff: Joseph Duarte, Acting Town Manager/Director of Public Works; Leigh Carney, Town Clerk; Michael Ursillo, Esq., Solicitor; Wendy Schmidle, Director of IT; Catherine Bradley; Director of Community Services and Parks

President Schwager called the meeting to order and led the assembly in the Pledge of Allegiance to the American Flag.

(2) Interviews for Boards and Commissions

- (a) Nate Ginsburg for re-appointment to the Planning Board

Mr. Ginsburg was interviewed.

(3) Council President Announcements

President Schwager introduced Council members and Town staff. He encouraged residents to use of the Notify Me link on the Town's website.

(4) Public Comments (15 minute time limit for items NOT on the agenda)

None

(5) Reports and Communications

- (a) Overview of Information Technology, including organizational structure, personnel and responsibilities.

Director Schmidle provided an overview of her background and her one staff person, Matt Whetzel; both are members of GMIS. A quick budget overview was presented. Variances in FY18 were due to the "One Town" initiative and increases in FY19 were due to the inclusion of capital purchases at the discretion of prior administration. Details on several pieces of software were examined including MUNIS (training/modules), municipal court software, sewer billing, etc. A cost benefit analysis on municipal court was requested of the Town Manager. Hardware supported by the Department was discussed and the ticketing software used to track jobs was explained. Ms. Schmidle was asked to provide more information on implementing live streaming at public buildings.

- (b) Overview of Community Services and Parks, including organizational structure,

personnel, responsibilities and priorities for 2019.

Director Bradley provided an overview of her department and reviewed the organizational chart showing sub departments (Recreation, Parks and Grounds, Community Services, Senior Center/Transportation and Substance Abuse) and staffing levels. Details on the activities and responsibilities of each department were provided. Discussion ensued on maintenance at school facilities, field rentals, mooring rentals, pending grants, family assistance, senior trips, etc. Some Department priorities are registration software, upgrading Bingo machine and iPad training.

(6) New Business (Discussion/Action)

- (a) Re-appointment of Nate Ginsburg to the Planning Board for a 3-year term to expire January 1, 2022.

Motion to re-appoint Nate Ginsburg to the Planning Board for a 3-year term to expire January 1, 2022 made by Michael Zarrella, seconded by Renu Englehart

Ayes: Corenthel, Englehart, Schwager, Zarrella

Motion Carried 4 – 0

- (b) Community Services and Parks Seasonal Staff Pay Scale.

Motion to approve made by Renu Englehart, seconded by Caryn Corenthel

Councilor Zarrella recused himself.

Director Bradley explained the adjustments are due to recent increase in minimum wage.

Ayes: Corenthel, Englehart, Schwager

Motion Carried 3 – 0

- (c) Disclosure of IRS claim and response.

Mr. Duarte reported that the IRS has issued penalties against the Town as it relates to a clerical reporting discrepancy regarding the Affordable Care Act. Fees for calendar years 2015 and 2016 total \$1.2 million. Prior administration had responded but Mr. Duarte has not been able to reach anyone to follow up. Both years have been addressed by the Town and legal counsel from the Town's insurer is working on resolving the issue. Responses have been filed in a timely manner and Town personnel will be trained to ensure future compliance. Discussion ensued. Due to the federal government shutdown, calls to the IRS have gone unanswered.

- (d) RESOLUTION delegating authority to the Town Manager to settle claims for property damage against the Town in an amount not exceeding two-thousand, five-hundred dollars (\$2,500).

Motion to approve made by Renu Englehart, seconded by Michael Zarrella

Ayes: Corenthal, Englehart, Schwager, Zarrella

Motion Carried 4 – 0

(7) Public Comments (30 minute time limit)

None

(8) Council Comments

Councilor Zarrella “motioned” to wish Councilor Englehart a very Happy Birthday!

Councilor Corenthal spoke in favor of banning the use of plastic bags.

Councilor Englehart advocated for a community trash day and requested to have further discussion on the waterfront related to trash and noise.

(9) Executive Session

- (a) Closed pursuant to RIGL 42-46-5 (a) (1) pertaining to the approval of the Executive Session minutes from November 5, 2018 and December 14, 2018.
- (b) Closed pursuant to RIGL 42-46-5 (a) (2) pertaining to collective bargaining/litigation regarding possible Caruolo Act Lawsuit.
- (c) Closed pursuant to RIGL 42-46-5 (a) (1) pertaining to the job performance, character, or physical or mental health of the following Town employees: Leigh Carney, Wendy Schmidle, Joseph Duarte, Catherine Bradley, Stephen Brown, Stanley Cirella, Lisa Bourbonnais, Tammy Walsh, Matthew Whetzel, Robert Houghtaling, Charlotte Markey, Rachel-Lyn Longo, Thomas Thornton and Thomas Mears for consideration of the Acting Town Manager's recommendation for salary increases and stipends (NOTICE PROVIDED).
- (d) Closed to pursuant to RIGL 42-46-5 (a) (2) pertaining to the review of all pending litigation matters being handled by insurance defense counsel Hanson Curran LLP:

Michael Zalobowski v. Town of EG, et al. Case No. KC-2016-246  
Mary Wharton v. Town of EG, et al. Case No. KC-2016-0717  
Jos./Elaine Gelineau v. Town of EG, et al. Case No. KC-2016-0836  
Pamela Aveyard v. Town of EG, Case No. KC-2017-1304  
Kristen Benoit v. Town of EG, et al. Case No. KC-2017-1302  
Sharon L. Kitchin v. Town of EG, Case No. KC-2018-0176  
Ryan Grady, et al. v. Town of EG, et al. Case No. KC-2018-0991  
David Gorman v. Town of EG, et. al. Case No. KC-2017-1160  
Laurie Perry v. Town of EG, et al. Case No. KC-2017-1274  
William Perry v. Town of EG, et al. Case No. KC-2018-0830

Motion to go into Executive Session per RIGL 42-46-5 (a) (1) to approve the Executive Session Minutes from November 5, 2018 and December 14, 2018 and pertaining to the job performance, character, or physical or mental health of Town employees as set forth in the agenda (notice provided) and RIGL 42-46-5 (a) (2) pertaining to collective bargaining or litigation regarding possible Caruolo Act Lawsuit and to review all pending litigation matters being handled by insurance defense counsel Hanson Curran LLP as set forth in the agenda made by Renu Englehart, seconded by Michael Zarrella

Ayes: Corenthall, Englehart, Schwager, Zarrella

Motion Carried 4 – 0

Council reconvened into Open Session.

Motion to seal the Executive Session minutes made by Michael Zarrella, seconded by Renu Englehart

Ayes: Corenthall, Englehart, Schwager, Zarrella

Motion carried 4 – 0

Action was taken. Council voted to approve the minutes of November 5, 2018 and December 14, 2018; to approve the Town Manager's recommendations for salary increases and stipends and voted pertaining to pending litigation.

(10) Adjournment

Motion to adjourn at 10:23pm made by Michael Zarrella, seconded by Renu Englehart

Ayes: Corenthall, Englehart, Schwager, Zarrella

Motion Carried 4 – 0

Submitted By:

Leigh A. Carney, CMC  
Town Clerk

Approved By Town Council:  
(PENDING)

**AUDIO FILE AVAILABLE IN THE TOWN CLERK'S OFFICE**