



**SMITHFIELD TOWN COUNCIL
MEETING
SMITHFIELD TOWN HALL
TOWN COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, JANUARY 5, 2016
6:00 P.M.**



**6:00 – 7:00 p.m. Citizens Collation
(Coffee, Pastry and Refreshments)**

WORK SESSION 6:00 P.M.

Presentation and discussion of the Audit Report for fiscal year ending June 30, 2015, prepared by Robert J. Civetti, CPA, LLC.

CLOSED SESSION 6:30 P.M.

Motion to convene in closed session pursuant to RI General Laws Sec. 42-46-5(a)(1), Personnel, to interview Randy Champigny for possible appointment to a Town Board or Commission, and RI General Laws Sec. 42-46-5(a)(2) Collective Bargaining Issues – contract negotiations.

AGENDA

- I. Regular meeting called to order at 7:00 p.m.
- II. Prayer
- III. Salute to the Flag
- IV. Emergency evacuation and health notification
- V. Presentations:
 - Smithfield High School Football Team
Division IV Superbowl Champions
- VI. Minutes:
 - A. Move that the minutes of the December 15, 2015, Town Council meeting be approved, as recorded.
 - B. Move that the minutes of the December 15, 2015, Town Council meeting closed session be approved, as recorded, and sealed.

VII. Consider, discuss and act upon the following possible appointments:

1. Smithfield Sewer Authority with a term expiring December 2020:

- Jarod W. Doyle (reappointment)

VIII. Public Hearings:

A. Conduct a Public Hearing for the proposed 2017-2025 Transportation Improvement Program (TIP) Project Submission to the RI Department of Administration.

B. Conduct a Show-Cause Hearing to consider the possible suspension, revocation, or other sanction regarding the listed Liquor Licenses due to non-renewal or non-compliance with the conditions of renewal:

1. Aramark Educational Services, LLC, "Aramark Educational Services", Bryant University, 1150 Douglas Pike
2. Frostbite Cupcakes, LLC, "Tavolo Wine Bar & Tuscan Grille", 970 Douglas Pike, Bldg. C
3. LAB, LLC, "Laura's Pleasant View Diner", 132 Pleasant View Avenue
4. LNP Enterprises, Inc., "Domino's Pizza", 375 Putnam Pike, Unit 25
5. The Continental Restaurant, LLC, "The Continental Restaurant", 332 Farnum Pike

C. Conduct a Show-Cause Hearing to consider the possible suspension, revocation, or other sanction regarding the listed Victualling Licenses due to non-renewal or non-compliance with the conditions of renewal:

1. Kiwi Burst, LLC, "Kiwi Burst", 375 Putnam Pike, Unit 21

IX. Licenses and Permits:

A. Consider scheduling a Show-Cause Hearing on January 19, 2016, to consider the possible suspension, revocation, or other sanction regarding the listed Liquor Licenses due to non-renewal or non-compliance with the conditions of renewal:

1. Chin Enterprises, Inc., "Ho-Ho Restaurant", 425 Putnam Pike
2. Palio, Inc., "Siena", 400 Putnam Pike
3. Rocco, LLC, "Rocco's Pub & Grub", 55 Douglas Pike, Unit 101
4. Terrazza, LLC, "Terrazza", 645 Douglas Pike

X. Old Business: none

XI. New Business:

A. Consider the acceptance of the Audit Report for fiscal year ending June 30, 2015, prepared by Robert J. Civetti, CPA, LLC.

- B. Consider, discuss, and act upon an extension of the Grant Administration and Writing Services to the Rosewood Consulting Contract.
- C. Consider authorizing a Request for Proposals for Gasoline and Diesel for Participating Municipalities Co-operative Purchasing.
- D. Consider, discuss, and act upon a request from the Rhode Island Department of Transportation regarding State property located at the Northwest intersection of the Route 295 and 44 cloverleaf.
- E. Consider scheduling a Work Session with the Smithfield Tax Assessor to discuss tax classifications in the Town of Smithfield.
- F. Consider authorizing a Resolution for the issuance of \$6,400,000 Bonds to finance the renovation and expansion of the Smithfield Police Station.
- G. Consider, discuss, and act upon the Rules of Procedure for Public Comment at Town Council meetings.
- H. Consider, discuss, and act upon the Rules of Procedure for Town Council meetings.

XII. Public Comment

XIII. Announce any closed session votes required to be disclosed pursuant to RI General Laws, Sec. 42-46-4.

XIV. Adjournment.

AGENDA POSTED: THURSDAY, DECEMBER 31, 2015

The public is welcome to any meeting of the Town Council or its sub-committees. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager's office at 401-233-1010 at least forty-eight (48) hours prior to the meeting.



Town of Smithfield

64 FARNUM PIKE
SMITHFIELD, RHODE ISLAND 02917
Telephone: (401) 233-1041 – Fax: (401) 233-1091

ENGINEERING DEPARTMENT

Kevin Cleary, PE, LSIT
Town Engineer

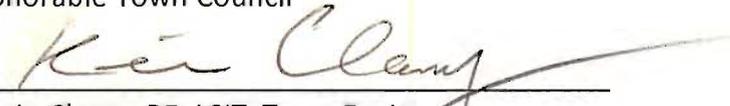
Mark T. Conboy, PE
Assistant Town Engineer

December 23, 2015

MEMORANDUM

TO: Honorable Town Council

FROM:


Kevin Cleary, PE, LSIT, Town Engineer

RE: ***Public Hearing for the 2017-2025 Transportation Improvement Program (TIP) Project Submission***

BACKGROUND

The Metropolitan Planning Organization for the State of Rhode Island is initiating the development of the Transportation Improvement Program (TIP) for federal fiscal years 2017-2025.

What this means, is that there is potential for federal funding to become available for transportation improvement projects for the State, municipalities and non-profit organizations for each respective year from 2017-2025.

Municipalities who want to participate in the TIP are required to hold a public hearing, and then submit a prioritized list of potential transportation improvement projects by January 8, 2016.

At this time, please find included with this information is the project summary sheet and individual project inclusion forms for consideration of submission to RI Statewide Planning, pending the outcome of the Public Hearing.

At this time it is requested the Town Council conduct the public hearing and barring any public comments, authorize the Town Manager to sign the submission of the TIP application to RI Statewide Planning.

RECOMMENDATION

MOVED: The Smithfield Town Council authorizes the Smithfield Town Manager to sign and submit an application for inclusion of Smithfield Transportation Improvement Projects to RI Statewide Planning Agency.

Transportation Improvement Program



CONTACT	Contact Information		
	Contact Person	<u>Kevin Cleary, PE</u>	Title <u>Town of Smithfield</u>
	Mailing Address	<u>64 Farnum Pike</u>	
	City	<u>Smithfield</u>	Zip Code <u>02917</u>
	Phone	<u>401-233-1041</u>	Email <u>kcleary@smithfieldri.com</u>

Priority	Listed in TIP 2013-2016		Project Name
	Yes	No	
Low		✓	Resurfacing I-295 (Rt 5 to Rt 146)
Medium	✓		Intersection Improvements to Douglas Pike at Branch Pike Smithfield - Roundabout
Medium		✓	Intersection Safety Improvements to Route 44/Smithfield Commons Smithfield - Dual Left Turn Lanes
Medium		✓	Resurfacing Rt 104, Farnum Pk and Waterman Ave (Rt 116 to Rt 15)
High		✓	Resurfacing Rt 5, Greenville Ave and Sanderson Rd (Atwood Ave to US-44)
Low		✓	Resurfacing Rt 7 - Douglas Pike (Whipples Pond to Joslin Rd)
Low		✓	George Washington Hwy Bridge at I-295 NB & SB
Low		✓	Stillwater Reservoir Bridge at RI 5 & 116 Pleasant View
Low		✓	Spragueville Bridge, RI 116 Pleasant View Ave at Greenville Brook
Low		✓	Putnam Pike Culvert at Reaper Brook
Low		✓	Angell Brook Bridge, RI 7 Douglas Pike at Harris Brook
Low		✓	Mountaindale Road SB at I-295
Low		✓	Mountaindale Road NB at I-295
Medium		✓	Esmond Street Bridge at Woonasquatucket River
Medium		✓	Smithfield Bridge, RI 104 Farnum Pike at Woonasquatucket River
Low		✓	Georgiaville Pond Bridge, I-295 NB & SB at Woonasquatucket River
Low		✓	Farnum Pike SB, RI 104 Farnum Pike at I-295 SB
Low		✓	Mountaindale Rd Bridge at Stillwater River

Project Prioritization (continued)

PROJECT PRIORITIZATION

Priority	Listed in TIP 2013-2016		Project Name
	Yes	No	
Low		✓	Watermans Reservoir Bridge at W Greenville Rd
Low		✓	Steers Bridge, W Greenville Rd at Waterman Reservoir
Low		✓	Douglas Pike North Ramp Bridge, Ramp RI 7 to I-295
Medium		✓	Esmond - Georgiaville Bridge, RI 104 Farnum Pike at Woonasquatucket River
Medium		✓	Mountaindale Rd Bridge at Reaper Brook
Low		✓	Greenville Bridge, US 44 Smith St at Slack Reservoir Brook
Low		✓	Longhouse Bridge, US 44 Putnam Pike at Mill Canal
Low		✓	Douglas Pike South Ramp Bridge, Ramp RI 7 to I-295
Low		✓	Douglas Pike North at I-295 SB
Low		✓	Douglas Pike South at I-295 NB
Low		✓	West Greenville Rd Bridge at Mill Canal
Low		✓	Mowry Road NB at I-295 NB
Medium		✓	Putnam Pike Bridge at I-295 NB & SB
Low		✓	Mowry Road SB, I-295 SB at Stillwater Rd
Low		✓	Farnum Pike NB at I-295 NB
High	x		Capron Bridge No. 792
High		x	I-295 On/Off Ramps @ Route 116 (G.W. Highway) - Study/Engineering
High		x	Route 44 resurfacing - I-295 to Commerce St
High		x	Safe Routes to School - Improvements
Medium		x	Old County Rd - Wolf Hill to Dean Ave - replace asphalt sidewalks w/ concrete
Medium		x	Cedar Swamp/Sanderson Rd (Route 5) Sidewalk/Drainage/Resurface
Medium		x	Esmond St - Route 44 to Dean Ave - new sidewalks
Medium		x	Whitman St & Fenwood Ave - new sidewalks/drainage/resurface
Medium		x	Cross St - from Stillwater Rd to Whipple Ave - Widen & Safety Upgrades
Medium		x	Dean Ave - from Esmond St to Johnston Town Line - resurface
Medium		x	Stillwater Rd - from Homestead to Cross St - new sidewalks

Project Prioritization *(continued)*

PROJECT PRIORITIZATION

Priority	Listed in TIP 2013-2016		Project Name
	Yes	No	
Medium		x	Thurber Blvd - from Douglas Pike to Stillwater Rd. - New sidewalks
Low		x	I-295 on/off ramps at Route 44 - study/engineering Crossing at Smithfield
Low		x	Smith Ave (Route 116) - resurfacing

Required Public Hearing

The required public hearing was held on January 5, 2016

CERTIFICATION

Applicant Certification

The information provided on this application is in accordance with local regulations and ordinances.

Town of Smithfield, Town Manager _____ Town Manager _____

Applicant _____ Title _____

Chief Executive Officer Signature _____ Date _____

Submittal Checklist

CHECKLIST

- 3 collated copies of complete TIP submittal package
 - Project Prioritization Cover Sheet
 - New Project Application Form for each new project
 - 2-page narrative on evaluation criteria
 - 8.5" x 11" PDF map of project location
- Email a copy of complete TIP submittal package to Kimberly.Crabill@doa.ri.gov or provide on a CD
- Submit complete TIP submittal package to:

Rhode Island Statewide Planning Program
ATTN: Kimberly Crabill
One Capitol Hill
Providence, RI 02908

ALL APPLICATIONS ARE DUE BY 3:00PM ON FRIDAY, JANUARY 8, 2016



Memorandum

DATE: December 30, 2015

TO: Smithfield Town Council

FROM: Claudine Almeida, License Coordinator

SUBJECT: Show-Cause Hearing for the January 5, 2016 Town Council Meeting.

Conduct a Show-Cause Hearing to consider the possible suspension, revocation, or other sanction regarding the listed Liquor Licenses due to non-compliance of renewal:

1. Aramark Educational Services, LLC, d/b/a "Aramark Educational Services", Bryant University, 1150 Douglas Pike, Smithfield, RI 02917
Failure to obtain a Certificate of Good Standing.
2. Frostbite Cupcakes, LLC, "Tavolo Wine Bar & Tuscan Grille", 970 Douglas Pike, Bldg. C, Smithfield, RI 02917
Failure to obtain a Certificate of Good Standing, failure to submit a Permit to Make Sales at Retail, and outstanding Tangible Taxes.
3. LAB, LLC, "Laura's Pleasant View Diner", 132 Pleasant View Avenue, Smithfield, RI 02917
Failure to submit a Permit to Make Sales at Retail.
4. LNP Enterprises, Inc. "Domino's Pizza", 375 Putnam Pike, Smithfield, RI 02917
Failure to submit a Permit to Make Sales at Retail.
5. The Continental Restaurant, LLC, "The Continental Restaurant", 332 Farnum Pike, Smithfield, RI 02917
Failure to obtain a Certificate of Good Standing and outstanding Tangible Taxes.



Memorandum

DATE: December 30, 2015

TO: Smithfield Town Council

FROM: Claudine Almeida, License Coordinator

SUBJECT: Show-Cause Hearing for the January 5, 2016 Town Council Meeting.

Conduct a Show-Cause Hearing to consider the possible suspension, revocation, or other sanction regarding the listed Victualling License due to non-renewal:

1. Kiwi Burst, LLC, "Kiwi Burst", 375 Putnam Pike, Unit 21
Failure to submit a Victualling License Renewal application, renewal fees, Permit to Make Sales at Retail, and Food Business License.



Memorandum

DATE: December 30, 2015

TO: Smithfield Town Council

FROM: Claudine Almeida, License Coordinator

SUBJECT: Schedule a Show-Causing Hearing for the January 5, 2016 Town Council Meeting.

BACKGROUND:

Motion to authorize a Show-Cause Hearing for Tuesday, January 19, 2016, to consider the possible suspension, revocation, or other sanctions regarding Liquor Licenses on the following listed establishments because of non-compliance with conditions of renewal.

1. Chin Enterprises, Inc., "Ho-Ho Restaurant", 425 Putnam Pike
2. Palio, Inc., "Siena", 400 Putnam Pike
3. Rocco, LLC, "Rocco's Pub & Grub", 55 Douglas Pike, Unit 101
4. Terrazza, LLC, "Terrazza", 645 Douglas Pike

December 23, 2015

TO: Smithfield Town Council
Dennis G. Finlay, Town Manager

FROM: Randy R. Rossi

Subject: Audit for Fiscal Year Ended June 30, 2015

Background:

The audit document is a compilation of the town's financial results for Fiscal Year Ended June 30, 2015 presented by a certified public accounting firm according to generally accepted accounting principles.

Financial Impact:

It is imperative that you accept this document in order that I may forward copies to the rating agencies, financial institutions and appropriate state agencies.

Filing of this document on such a timely basis will enhance our town's strength when we are ready to issue bonds for the various projects that have been approved.

Moved:

That the Smithfield Town Council accepts the audit for Fiscal Year Ended June 30, 2015 from the audit firm of Robert J. Civetti, CPA, LLC.



TOWN OF SMITHFIELD
DEPARTMENT OF PUBLIC WORKS
PHONE: (401) 233-1034 FAX: (401) 233-1075

MEMORANDUM

To: Honorable Town Council

From: Seth Lemoine, Public Works Director *SJD*

Date: December 23, 2015

RE: 2016 Gasoline & Diesel Bid Price Extension

BACKGROUND:

Last year the Town of Smithfield, on behalf of the RI Municipal Purchasing Agent Association, went out to bid for Unleaded Gasoline and Diesel Fuel for 2015.

At the December 18, 2015 meeting of the RI Municipal Purchasing Agent Association it was unanimously voted by the body to accept a one year extension of the bids which were submitted as part of the Town of Smithfield's RFP for gasoline and diesel for Participating Municipalities Co-operative Purchasing. (Copy attached)

RECOMMENDATION:

It is the recommendation of this department that a one year bid extension be granted for Unleaded Gasoline to Santa Buckley Energy, Ltd of Bridgeport, CT for plus \$0.0409 and for Diesel Fuel to Superior Plus Energy Services of Providence, RI for plus \$0.0321 per gallon. These factors will be applied to the lowest daily rack prices published by the Oil Price Information Services (OPIS).

MOVED: *That the Smithfield Town Council permit the Public Works Director to enter into a one year agreement extension with Santa Buckley Energy, Ltd., of Bridgeport, CT for the purchase of Unleaded Gasoline for plus \$0.0409 and with Superior Plus Energy Services of Providence, RI for the purchase of diesel fuel at plus \$0.0321. These factors will be applied to the lowest daily rack prices published by the Oil Price Information Services.*



Provide Recommendation to
Dennis.
AP 36 Lot 13

Department of Transportation
Division of Highway and Bridge Maintenance
360 Lincoln Avenue
Warwick, RI 02888

December 7, 2015

The Rhode Island Department of Transportation (RIDOT) is poised to go forward with the transaction described below involving the sale or transfer of real property owned by the State of Rhode Island and under the jurisdiction of RIDOT. In order to ensure that the anticipated action is in the best interest of the people of the State of Rhode Island, we are requesting your comments:

- 1) Please state if your agency has any objection to the proposed transaction, including specific reasons for your objection and kindly state preferred alternatives.
- 2) Does your agency have any use for this property?

Please forward your response (attach additional sheets if necessary) to the above address before January 11, 2016. There is no need to respond if your agency does not object to the anticipated action and your agency has no use for the property. If you have any questions or concerns, please contact me at (401) 734-4894 or ann.hollands@dot.ri.gov

Parcel Jurisdiction: Department of Transportation

Parcel Location: Adjacent to 363 Putnam Pike, (Routes 295 & 44) Smithfield, RI

Proposed Transaction: Hilltop Gardens, LLC is seeking to purchase approximately 2± of State-owned land to expand the business.

Comments:

Submitted by: _____

Title: _____

Date: _____

Thank you for your attention to this matter.

Sincerely,

Ann M. Hollands, MAI
Administrator Real Estate/Property Management

Memo

To: Honorable Town Council

From: Suzanne P. Kogut

CC:

Date: December 23, 2015

Re: Tax Classification

I am requesting a workshop to discuss how we implement the various tax classifications. RI Law mandates how rate percentages be applied to various classes of taxable property. We have the opportunity to make some changes so that we can equitable proportion the taxes amongst the groups, real estate, commercial tangible, and motor vehicles.

RI State Law allows changes only during a revaluation year which we are now in. There are rules that we must adhere to and we have a very small window should we decide to take advantage of this offering.

I am proposing that we hold a workshop on February 23, 2016 to see what can be accomplished. This would allow the business community to attend to provide feedback and I could have statistics available as well.

Suzanne Kogut

Assessor