



**SMITHFIELD TOWN COUNCIL
MEETING
SMITHFIELD TOWN HALL
TOWN COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, FEBRUARY 2, 2016
6:30 P.M.**



**6:30 – 7:00 p.m. Citizens Collation
(Coffee and Refreshments)**

CLOSED SESSION

Motion to convene in closed session to discuss the following matter pursuant to RI General Laws Sec. 42-46-5(a)(6), real estate: Land Donation.

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: none
- VI. Minutes:
 - A. Move that the minutes of the January 13, 2016 Town Council Work Session be approved, as recorded.
 - B. Move that the minutes of the January 19, 2016 Town Council meeting be approved, as recorded.
- VII. Consider, discuss and act upon the following possible appointments: none
- VIII. Public Hearings:
 - A. Conduct a Public Hearing to consider the renewal of the Intoxicating Beverage Licenses, as listed, as applied, subject to compliance with all State regulations, local ordinances, and a Certificate of Good Standing from the Rhode Island Division of Taxation:

CLASS B-VICTUALLER BEVERAGE LICENSE

1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant," 970 Douglas Pike

- B. Consider scheduling a Public Hearing on March 1, 2016, for the RIPDES Small MS4 Annual Report, Year 12.

IX. Licenses and Permits:

- A. Consider approving the annual renewal of one (1) Entertainment License, as listed, as applied, subject to compliance with all State regulations and local ordinances:

- 1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant," 970 Douglas Pike

- B. Consider approving the annual renewal of one (1) Special Dance License, as listed, as applied, subject to compliance with all State regulations and local ordinances:

- 1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant," 970 Douglas Pike

X. Old Business:

- A. Consider, discuss, and act upon the Rules of Procedure and Public Comment at Town Council meetings.

XI. New Business:

- A. Consider, discuss, and act upon the acceptance of the Fire Feasibility Study from Kramer and Associates Group.
- B. Consider, discuss and act upon the creation of a Fire Department Implementation Task Force to review the Fire Feasibility Study.
- C. Consider authorizing a bid award through a master price agreement on behalf of the Fire Department/Police Department for a Communications Upgrade to the VHF Simulcast Radio System.
- D. Consider, discuss, and act upon the reimbursement of capital expenditures for the School Department.

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: FRIDAY, JANUARY 29, 2016

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.



Memorandum

DATE: January 28, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: Annual renewal of an Intoxicating Beverage License for the February 2, 2016 Town Council Meeting

BACKGROUND:

The business listed below has filed their application for renewal.

TOWN REVENUE:

The cost to renew a Class B-Victualler License is \$600.00

APPROVAL STATUS:

All paperwork is complete for renewal by the Town Council.

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve the annual renewal of one (1) Intoxicating Beverage License, as listed, as applied, subject to compliance with all State regulations and local ordinances

CLASS B-VICTUALLER BEVERAGE LICENSE

1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant", 970 Douglas Pike



Town of Smithfield

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

ENGINEERING DEPARTMENT

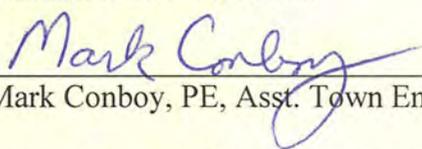
Kevin Cleary, PE, LSIT
Town Engineer

Mark T. Conboy, PE
Assistant Town Engineer

January 26, 2016

MEMORANDUM

TO: Smithfield Town Council

FROM: 
Mark Conboy, PE, Asst. Town Engineer

RE: *RIPDES Small MS4 Annual Report, Year 12*
Request for a Public Hearing on March 1, 2016

Honorable Council:

SUBJECT:

Request that a public hearing be scheduled on March 1, 2016 for comments on the Year Twelve (12) RIPDES Small MS4 Annual Report, in the event that twenty-five (25) or more people express interest or have comments about the report.

BACKGROUND:

The Storm Water Phase II RIPDES Regulations became effective on March 10, 2003 and an annual report is due on March 10th each year thereafter. The Phase II regulated communities are required to reduce the discharge of pollutants from their storm sewer system to the "maximum extent practicable" to protect water quality. Regulated communities have developed and implemented a Stormwater Management Program Plan (SWMPP) that consists of Best Management Practices (BMPs) for six minimum control measures. These six minimum control measures consist of the following:

1. **Public Education and Outreach**, which is the distributing of educational materials and performing outreach to inform the public about water quality impacts of polluted stormwater runoff.
2. **Public Involvement / Participation**, which is providing opportunities for the public to participate in program development and implementation, including effectively publicizing hearings, workshops and encouraging citizen participation in the monitoring of potential pollution and illicit discharges.
3. **Illicit Discharge Detection and Elimination**, which is developing and implementing a plan to detect and eliminate illicit discharges to the storm sewer system, including map development of the storm drainage system and informing the public about hazards associated with illegal discharges and improper waste disposal.

4. **Construction Site Stormwater Runoff Controls**, which is developing, implementing and enforcing an erosion and sediment control program for construction activities that disturb more than 1 acre of land.
5. **Post-construction Stormwater Management**, which is developing, implementing and enforcing a program to address discharges of post-construction stormwater runoff from new development and re-development areas through the use of non-structural BMPs.
6. **Pollution Prevention/Good Housekeeping for Municipal Operations**, which is developing and implementing a program to reduce and prevent non-point source pollutant loadings from municipal operations, including training of municipal staff on pollution prevention measures (e.g., street sweeping, reduction in use of street salt and annual catch basin cleaning to name a few).

FINANCIAL IMPACT:

The annual report is a very cumbersome report to complete and many municipalities contract this task out to consultants. Smithfield Engineering Department has prepared these reports for the last eleven years.

The cost of completing the requirements imposed by RIDEM and EPA for the Phase II Storm Water Mandate steadily increases each year as additional requirements are introduced.

Currently, the Smithfield Engineering Department has an annual budget of \$40,000 to meet the mandated of the Phase II Stormwater Permit. These funds are used for a variety of stormwater related tasks such as stormwater sampling and testing, permit amendments, drain line CCTV and cleaning and future planning of pollution control best management practices.

BENEFITS & ACHIEVEMENTS:

The RIPDES Phase II Stormwater Management Program Plan requires yearly succession of stormwater rules, regulations, inspections and maintenance.

These are a few benefits and achievements the town has gained during Year Twelve (12):

- The Engineering Department has completed the mapping of Town owned and maintained drainage systems using a handheld GPS unit and created GIS layers which have laid the ground work for the development of a drainage system asset management program. DPW can more effectively schedule inspections and maintenance of all the stormwater collection systems. In addition, this information has been edited and prepared for the inclusion into the publicly available online GIS.
- During the mapping of the Town's drainage system, a comprehensive inspection was completed for each drainage structure and associated pipe connections. The following are some of the benefits from this task:
 - Unknown and clogged drainage systems were further identified, cleaned and brought back to proper operation, ending long standing drainage problems town wide in many areas.
 - Identification, inspection and logging of RIDOT and town outfalls. Outfall sample inspections were provided to the town by RIDEM.
 - Identification of interconnections of the drainage system between Town, State and private properties with some suspicious connections are being monitored for illicit discharges.
 - Some structures found to be in hazardous condition were rebuilt by DPW crews.

- Drainage outfalls were inspected twice a year, once each during the high and low water table periods. Water samples from each outfall was then collected and tested for possible illicit discharges into the Town's stormwater collection system.

PUBLIC NOTICE

In accordance with the Phase II Storm Water Guidelines for the Year Twelve (12) RIPDES MS4 Annual Report, the Town of Smithfield will place advertisements in the local newspaper notifying the public that the report is available for review and comment. If the Town of Smithfield receives a request from twenty-five (25) or more people, a governmental agency, a subdivision or an association having no less than twenty-five (25) members on or before 4:00 PM, February 26, 2016 a public hearing will be required at the March 1st Town Council meeting.

MOTION

Move that the Smithfield Town Council schedule a public hearing at the March 1, 2016 Town Council meeting to address and finalize any comments on the RIPDES small MS4 Annual Report for Year 12. If there is a lack of response, as outlined above, a public hearing will not be required.

cc: Dennis G. Finlay., Town Manager
Seth Lemoine, Public Works Director



Memorandum

DATE: January 28, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: Annual renewal of an Entertainment License for the February 2, 2016 Town Council Meeting

BACKGROUND:

The business listed below has filed their application for renewal.

TOWN REVENUE:

The cost to renew an Entertainment License is \$50.00.

APPROVAL STATUS:

All paperwork is complete for renewal by the Town Council.

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve the annual renewal of one (1) Entertainment License, as listed, as applied, subject to compliance with all State regulations and local ordinances.

1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant", 970 Douglas Pike



Memorandum

DATE: January 28, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: Annual renewal of a Special Dance License for the February 2, 2016 Town Council Meeting

BACKGROUND:

The business listed below has filed their application for renewal.

TOWN REVENUE:

The cost to renew a Special Dance License is \$1.00 per year.

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve the annual renewal of one (1) Special Dance License, as listed, as applied, subject to compliance with all State regulations and local ordinances.

1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant", 970 Douglas Pike



Smithfield Fire Department



Smithfield Police Department

A Division of the Town of Smithfield

To: Honorable Town Council

From: Chief Robert Seltzer, Chief Richard St.Sauveur

Date: January 25, 2016

Re: Communications Upgrade to the VHF Simulcast Radio System

Dear Town Council Members,

The Police and Fire Departments respectfully request the support of the Town Council to fund an upgrade project for our VHF simulcast radio system.

Over the last several years there has been much "band-aid" repair work conducted on our current VHF simulcast radio system. The repairs have been helpful in maintaining the integrity of the radio system but as the repairs solved several ongoing issues, more issues have surfaced over the last two years.

Currently, the VHF simulcast radio system utilized as our radio infrastructure has equipment that is 20 years old and can no longer be repaired. Parts are almost non-existent and very few radio shops offer to service this older equipment. The system currently is not performing accurately as the simulcast timing equipment is old technology which no longer operates to its original accuracy. It is imperative that the infrastructure of our VHF simulcast radio system be running in an accurate manner or else the system itself will provide poor communications coverage.

The current VHF simulcast radio system was installed in 2004-2005 and has served the Town for the last ten years, with significant failures occurring over the last two to three years. The interesting part is that the original transmitters and the original voter/comparators (which select the strongest receive signal from the tower sites) were all used equipment that was in service in previous applications. It is this used equipment that has never been replaced, along with the obsolete timing equipment that is technology no longer used, that are now failing.

We had an instance in November of 2015 where one of the transmitters in our VHF simulcast radio system failed and "locked-up" the FIRE channel. The only way to correct the problem was to go to the transmitter site and turn off the AC power and then re-energize the transmitter. If this had occurred while operating at a fire scene, we would have lost all communications with our interior firefighting crews. This could have just as easily occurred on the POLICE channel during an officer needs assistance call and no one would have heard the officer. The POLICE channel uses the same obsolete used transmitting equipment.

The VHF simulcast radio system is the foundation of our day-to-day operations, for both police and fire. The system has reached the point that it is unreliable and cannot provide the communications safety net that our personnel need in the field.

We had previously repaired the systems antenna system and microwave link system over the past two years. Both repairs were successful. Both of those repairs will remain in place and will be integrated into an upgrade to our transmitters and timing equipment. Therefore, the money spent previously was put to good use.

Outcome of This Project:

- The simulcast timing issue will be corrected and all three tower transmitters will transmit in synchronization which will eliminate the buzzing/fading in and out of our transmission signals. This will eliminate one source of interference as well as eliminate conflicting transmissions from the three tower sites.
- The microwave links from tower sites and to police and fire dispatch will have redundant paths so that failures within the network will be immediately resolved by a secondary communications path.
- The replacement of all transmitter equipment will eliminate the transmitter failures we have experienced.
- The tower site used at the police station will be moved to the Burlingame Road water tank which will provide for a twofold improvement in communications coverage.
- The Department of Public Works is included in this project. A “repeater”, which re-broadcasts transmissions over a wider range of area, will be installed at the Burlingame water tower site. The addition of this repeater will provide radio coverage for DPW in the areas they currently have poor communications with the DPW trucks.

Total Cost for System Upgrade:

Research work on our options to upgrade our radio system started in May of 2015. We researched our options in addition to meeting with three companies, Beltronics, Motorola, and Kenwood. All three companies have extensive background in simulcast radio system designs. After reviewing six proposals submitted on behalf of the three companies, we are recommending the proposal from Beltronics.

Proposals:

- | | | |
|---------------|---|--|
| 1) Beltronics | - | \$398,085.66** (Plymouth County Commissioners Bid) |
| 2) Motorola | - | \$467,926.00 |
| 3) Kenwood | - | \$648,915.50 |
| | - | \$554,089.50 |
| | - | \$868,666.75 |
| | - | \$1,213,055.00 |

Recommendation:**

Beltronics both on price and features.

- Installation of all microwave connections – no more monthly fee for phone lines
- Redundant microwave links in case of a link failure
- Software monitoring of all simulcast sites
- Remote access through the internet
- Meets NFPA communications center requirements for fire dispatch systems
- The NFPA compliance will give us extra points on our ISO rating
- Allows Police to have a similar feature as Fire has today: when the dispatcher is transmitting, the input frequency to the simulcast system is monitored at the dispatch center in case an officer calls in for help during an emergency.

We visited Rutland, MA, that has a three site simulcast system installed by Beltronics. They are very happy with the system and service.

Savings:

We will be able to eliminate the Verizon copper phone lines that are presently used to connect into our current simulcast system.

Savings = \$1,783.52 per month X 12 months = \$21,402.24 per year

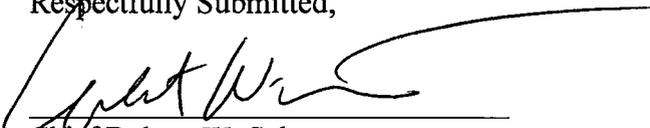
(Note: The original FD/PD simulcast radio system was operational in the year 2005 and cost \$201,945 through a grant received by the Town.)

Coverage of Cost for Project: The cost of the project to be split as follows.

- \$50,000 Police Capital Funds
- \$50,000 Fire Capital Funds
- \$100,000 3rd Party Rescue Billing
- \$100,000 Bryant Capital Contribution Fund
- \$98,086 Prior Year Capital Reserves

Total: \$398,086

Respectfully Submitted,



Chief Robert W. Seltzer



Chief Richard St. Sauveur



Smithfield School Department

Administration Building
49 Farnum Pike
Smithfield, RI 02917
(401) 231-6606 / Fax (401) 232-0870
www.smithfield-ps.org

Robert M. O'Brien
Superintendent

Bridget L. Morisseau
Assistant Superintendent

January 22, 2016

Mr. Dennis Finlay
Town Manager
Smithfield Town Hall
64 Farnum Pike
Esmond, RI 02917

Dear Dennis,

Please accept this letter as a request for reimbursement of capital expenditures. The School Department has expended \$161,083.52. Attached is a list detailing specific items or services purchased from each vendor along with copies of each invoice. Please contact me if you have any questions. Thank you for your assistance in this matter.

Sincerely,

Lisa Cournoyer
Director of Financial Operations

Cc: Robert O'Brien, Superintendent

Attachments

The Smithfield Public Schools: A Partnership of Schools, Families and Community

The Smithfield Public Schools does not discriminate on the basis of age, sex, race, religion, national origin, color, sexual orientation or disability in accordance with applicable federal and state laws and regulations.