



**SMITHFIELD TOWN COUNCIL
MEETING
SMITHFIELD TOWN HALL
TOWN COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, FEBRUARY 16, 2016
6:50 P.M.**



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

6:50 p.m. – Discussion

CLOSED SESSION: None

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:
 - Town Council Work Session on February 23, 2016, at 6:00 p.m. at the Senior Center regarding the concept of a tax classification system
 - Smithfield High School 50th Anniversary Celebration Schedule of Events and the Sentinel Hall of Fame nominee information
- VI. Minutes:
 - A. Move that the minutes of the January 26, 2016 Town Council and School Committee Work Session be approved, as recorded.
 - B. Move that the minutes of the February 2, 2016 Town Council meeting be approved, as recorded.
 - C. Move that the minutes of the February 2, 2016 Town Council meeting closed session be approved, as recorded.

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

1. Fire Department Implementation Task Force members:

- Town Council member – Council President Bernie Hawkins
- Fire Chief or his designee – Chief Robert Seltzer
- Police Chief or his designee – Captain Kenneth Brown, Jr.
- Fire Department Union member – Lieutenant Matt Pearson
- Fire Chief from a neighboring community – Chief Len Albanese
- Town Finance Director – Randy Rossi
- Resident – open

Non-Voting Members

- Financial Review Commission – Joseph Passaretti, CPA
- Asset Management Commission – Richard Eichner

VIII. Public Hearings:

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

1. Chin Enterprises, Inc., d/b/a “Ho-Ho Restaurant”, 425 Putnam Pike
2. The Continental Restaurant, LLC, d/b/a “The Continental Restaurant”, 332 Farnum Pike

IX. Licenses and Permits:

A. Consider scheduling a Show-Cause Hearing on March 1, 2016, to consider the possible suspension, revocation, or other sanction regarding the listed Victualling License due to non-compliance with the conditions of renewal:

1. Kiwi Burst, LLC, d/b/a “Kiwi Burst”, 375 Putnam Pike, Unit 21

X. Old Business: none

XI. New Business:

A. Consider, discuss, and act upon a proposed maintenance of School grounds Memorandum of Understanding between the Smithfield School District and Public Works/Parks Departments.

B. Consider, discuss, and act upon a one year contract extension to Atlantic Golf and Turf for the fertilization program for the Public Works and Parks Departments.

- C. Consider authorizing a bid award on behalf of the Fire Department for a 2016 emergency response SUV vehicle.
- D. Consider scheduling a Work Session with the Financial Review Commission to discuss commission projects.
- E. Consider authorizing a request from the Smithfield High School Parent Council for a “Community Gift” for the All Night Post Graduation Party.
- F. Consider scheduling a Work Session and/or a Public Hearing on the proposed Comprehensive Community Plan.

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, FEBRUARY 12, 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.



**SMITHFIELD TOWN COUNCIL
WORK SESSION
SMITHFIELD SENIOR CENTER
ONE WILLIAM J. HAWKINS, JR. TRAIL
TUESDAY, FEBRUARY 23, 2016
6:00 P.M.**

DRAFT

AGENDA

- A. Meeting called to order
- B. Prayer
- C. Salute to the flag
- D. Emergency evacuation and health notification
- E. Discussion Item:
 - The concept of a tax classification system.
- F. Adjournment.

AGENDA POSTED: FEBRUARY , 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.

Smithfield High School 50th Anniversary Celebration

Schedule of Events



Friday, September 23, 2016

Homecoming Football Game – Alumni who give a donation to the athletic complex fundraiser will get a free ticket – Tent set up for alumni

Alumni Golf Tournament - time and location TBD

Saturday, September 24, 2016

9:00 AM – 11:00 AM - 5K for 50 Road Race

11:30 AM – 1:30 PM - Alumni soccer games – Men's and Women's

11:00 AM – 4:00 PM - Music – Decade Bands

Saturday evening - 50th Anniversary Gala and Alumni Hall of Fame Induction Dinner

Location : Crowne Plaza Warwick - Time TBD

1. **Athletic Achievement- The Athletic Achievement Award** is presented to individuals or teams who have achieved significant athletic accomplishments or made significant contributions to Smithfield High School athletics.
2. **Lifetime Achievement- The Lifetime Achievement Award** is presented to individuals who have made outstanding contributions, in their lives or careers, to the Smithfield Public Schools, their communities, and/or the world-at-large.
3. **Gold Star- The Gold Star Award** is presented to Smithfield High School graduates who have made significant contributions toward protecting their fellow man or sacrificed their lives in the line of duty.

Sunday, September 24, 2016

12:00 PM – 4:00 PM - Decades Museum in the hallway at the high school

12:00 PM – 4:00 PM - Tours of the building

1:00 PM - 2:00PM - HS Band and Chorus perform in the auditorium

Dates to TBA

Alumni – basketball games

Alumni – hockey game



Smithfield High School

Sentinel Hall of Fame

We are currently inviting nominations for the inaugural Smithfield High School Sentinel Hall of Fame. The Sentinel Hall of Fame will honor individuals who have distinguished themselves in the areas of athletics, contributions to the community, and/or service to their country.

- Nominee exemplifies, in spirit and leadership, deeds and character that are worthy of recognition and have inspired praise and gratitude on behalf of peers or the community
- Nominee has made significant contributions to humanity, demonstrates dedication to community service, or has organized notable philanthropic endeavors
- Nominee has achieved great success in his/her career and serves as a role model for today's students to achieve their highest potential
- Nominee has been recognized for a high level of achievement in his/her career field and has made significant contributions to that field at the local, state, national, or international levels
- Nominee has made significant contributions to the Smithfield Public Schools
- Nominee has achieved significant athletic accomplishments

Eligibility: To be eligible, candidates must have graduated at least ten years ago from Smithfield High School.

Three recognition categories:

1. **Athletic Achievement- The Athletic Achievement Award** is presented to individuals or teams who have achieved significant athletic accomplishments or made significant contributions to Smithfield High School athletics.
2. **Lifetime Achievement- The Lifetime Achievement Award** is presented to individuals who have made outstanding contributions, in their lives or careers, to the Smithfield Public Schools, their communities, and/or the world-at-large.
3. **Gold Star- The Gold Star Award** is presented to Smithfield High School graduates who have made significant contributions toward protecting their fellow man or sacrificed their lives in the line of duty.

Nomination deadline: Nomination documents must be received no later than March 31, 2016.



Smithfield High School Sentinel Hall of Fame

Nomination Form

The Smithfield High School Hall of Fame has been created to recognize and honor those individuals whom, through their accomplishments, have brought pride and distinction to Smithfield High School, their communities, or the world-at-large.

To qualify for consideration for this honor, nominees must meet one or more of the following criteria:

- Nominee exemplifies, in spirit and leadership, deeds and character that are worthy of recognition and have inspired praise and gratitude on behalf of peers or the community
- Nominee has made significant contributions to humanity, demonstrates dedication to community service, or has organized notable philanthropic endeavors
- Nominee has achieved great success in his/her career and serves as a role model for today's students to achieve their highest potential
- Nominee has been recognized for a high level of achievement in his/her career field and has made significant contributions to that field at the local, state, national, or international levels
- Nominee has made significant contributions to the Smithfield Public Schools
- Nominee has achieved significant athletic accomplishments

Name of Nominee _____ Year of Graduation from SHS _____

Home Address: _____

Home Phone: _____ Work Phone: _____ Cell: _____

Next of Kin (if applicable) _____

Nomination Form

Recognition Categories (check one):

_____ **Athletic Achievement-** The **Athletic Achievement Award** is presented to individuals or teams who have achieved significant athletic accomplishments or made significant contributions to Smithfield High School athletics.

_____ **Lifetime Achievement-** The **Lifetime Achievement Award** is presented to individuals who have made outstanding contributions, in their lives or careers, to the Smithfield Public Schools, their communities, and/or the world-at-large.

_____ **Gold Star-** The **Gold Star Award** is presented to Smithfield High School graduates who have made significant contributions toward protecting their fellow man or sacrificed their lives in the line of duty.

Nomination Submitted by: _____

Home Address: _____

Home Phone: _____ **Cell:** _____

Date of nomination: _____

***Enclose a brief statement explaining your reasons for the nomination. Please include the following information about your nominee: education, memberships in professional and community organizations, and special recognitions.**

Send all materials to:

Smithfield High School Hall of Fame

Smithfield Public Schools

49 Farnum Pike

Smithfield, RI 02917



Memorandum

DATE: February 11, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: Ho-Ho Restaurant

Chin Enterprises d/b/a "Ho-Ho Restaurant" appeared before the Town Council on December 15, 2015 for approval of the annual renewal of his B-Victualler Beverage License. The Town Council approved the annual renewal, however, Mr. Chin was summonsed for non-compliance of the conditions of renewal due to the fact he owed tangible taxes and failed to submit his Permit to Make Sales at Retail.

Mr. Chin has since payed \$1,707.42 through Rossi Law, however, a balance of \$1,890.41 still remains. Mr. Chin has still not submitted a copy of his Permit to Make Sales at Retail.



Memorandum

DATE: February 11, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: The Continental Restaurant

The Continental Restaurant, LLC d/b/a "Continental Restaurant" was summonsed and appeared before the Town Council on January 5, 2016 due to his failure to obtain a Certificate of Good Standing.

At that time, the owner of the Continental Restaurant, Najib Matta, explained that he was unable to obtain a Certificate of Good Standing due to the fact he owed taxes to the State. The Show-Cause Hearing was continued to January 19, 2016 at which time a representative for the Continental Restaurant explained to the Town Council that half of the taxes owed to the State were paid and additional time would be needed to pay the balance.

Once this establishment receives their Certificate of Good Standing, they will be placed on a future Town Council meeting for approval of their annual renewal.



Memorandum

DATE: February 11, 2016

TO: Smithfield Town Council

FROM: Lyn Antonuccio, Deputy Town Clerk

SUBJECT: Schedule Show-Cause Hearing for the February 16, 2016 Town Council Meeting.

Motion to authorize a Show-Cause Hearing for Tuesday, March 1, 2016, to consider the possible suspension, revocation, or other sanction regarding a Victualling License on the following listed establishment because of non-compliance with local ordinances:

1. Kiwi Burst, LLC, d/b/a "Kiwi Burst", 375 Putnam Pike, Unit 21
(Failure to submit a Rhode Island Permit to Make Sales at Retail and Food Business License)



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

February 2, 2016

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

Dear Mr. Finlay:

The Smithfield School Committee at its meeting on Monday, February 1, 2016, unanimously approved the enclosed maintenance of grounds Memorandum of Understanding between the Smithfield School District and the Smithfield Public Works/Parks Department. On behalf of the School Committee, I would respectfully like to request this item be placed on the next Town Council's agenda for approval.

If you have any questions or concerns, please contact me.

Sincerely,

Robert O'Brien
Superintendent of Schools

RMO/lp
Enclosure

Memorandum of Understanding
Between
The Smithfield School District
And
The Smithfield Public Works/Parks Department

This Memorandum of Understanding will provide an outline for the provision of certain services by the Smithfield Public Works/Parks Department to the Smithfield School District. A high level of coordination of activities between the Parks Department and the School Department is crucial to the success of the grounds maintenance.

I. SCOPE OF SERVICES:

The School Department Grounds Maintenance will include general lawn care and grounds maintenance activities as detailed below:

(1) Smithfield High School

- Grass cutting on all currently maintained grounds including football field/track area + both softball fields
- Prune bushes and shrubs around building and landscape areas annually
- Mulch landscape areas adjacent to building and entry way annually
- Line stripe football field + both baseball/softball fields for games
- Maintain infield of baseball/softball fields including dragging and adding infield mix material when necessary
- Include athletic turf fields into Parks 4-step fertilization program
- Empty outside refuse containers daily (M-F)
- Sod and/or slice seed any heavily damaged surf areas

(2) Anna McCabe Elementary School

- Grass cutting on all currently maintained grounds
- Prune bushes and shrubs around building and landscape areas annually
- Mulch landscape areas adjacent to building and applicable landscape areas annually
- Include athletic turf fields into Parks 4-step fertilization program
- Little League Baseball Field currently maintained by Parks Department
- Empty outside refuse containers daily (M-F)
- Install FIBAR woodchip/mulch on playgrounds as needed or directed

- (3) Vincent J. Gallagher Middle School
- Grass cutting on all currently maintained grounds including both softball fields
 - Prune bushes and shrubs around building and landscape areas annually
 - Mulch landscape areas annually
 - Line stripe softball fields for games
 - Maintain infield of southern softball field including dragging and adding infield mix material when necessary
 - Include athletic turf fields into Parks 4-step fertilization program
 - Empty outside refuse containers daily (M-F)
 - Sod and/or slice seed any heavily damaged surf areas
- (4) William Winsor Elementary School
- Grass cutting on all currently maintained grounds
 - Prune bushes and shrubs around building and landscape areas annually
 - Mulch landscape areas annually
 - Empty outside refuse containers daily (M-F)
 - Install FIBAR woodchip/mulch on playgrounds as needed or directed
- (5) Old County Road Elementary School
- Grass cutting on all currently maintained grounds
 - Prune bushes and shrubs around building and landscape areas annually
 - Mulch landscape areas annually
 - Empty outside refuse containers daily (M-F)
 - Install FIBAR woodchip/mulch on playgrounds as needed or directed
- (6) Raymond C. LaPerche Elementary School
- Grass cutting on all currently maintained grounds
 - Prune bushes and shrubs around building and landscape areas annually
 - Mulch landscape areas adjacent to building and applicable landscape areas annually
 - Empty outside refuse containers daily (M-F)
 - Little League Baseball Field currently maintained by Parks Department
 - Install FIBAR woodchip/mulch on playgrounds as needed or directed
- (7) School Administration Building
- Grass cutting on all currently maintained grounds
 - Prune bushes and shrubs around building and landscape areas
 - Mulch landscape areas as needed

Excludes items such as but not limited to the following:

- Capital Improvements to facilities
- Maintenance, repairs, replacement or additions to existing sprinkler systems
- Maintenance, repairs, replacement or additions to exterior lighting
- Maintenance, repairs, replacement or additions to sidewalks, walking paths, bridges, parking lots or access roads
- Maintenance, repairs, replacement or additions to drainage or sewer systems
- Snow removal operations or deicing
- Maintenance, repairs, replacement or additions to tennis court or basketball court facilities, including perimeter fencing
- Maintenance, repairs, replacement or additions to the High School Track
- Maintenance, repairs replacement or additions to dugouts, bleachers, goal posts, fencing, playgrounds and associated equipment
- Cost of water for sprinkler systems

II. Local Appropriation to Education

The provision of these services shall not be a factor in the Town's annual local appropriation to education or maintenance of effort requirements.

III. Maintenance of Care Custody and Control

Pursuant to R.I. Gen Laws 16-2-9 and 16-2-15, the School Committee shall continue to be ultimately responsible for the entire, control and management of its school facilities. The Superintendent of Schools shall continue to be responsible to oversee the care, control and management of school facilities and equipment pursuant to R.I. Gen Laws 16-2-11.

IV. Compliance with Applicable Education Law and Regulation

Town acknowledges that it will comply with all applicable education law, rules and regulations regarding the provisions of the above mentioned services, including properly vetting its employees and subcontractors who may be deployed on school premises.

V. Annual Review and Mutual Cooperation

The parties acknowledge that maintenance of school facilities is an important priority for the provision of a legally mandated free and appropriate education for the students of the Town. As such, a high degree of continuous cooperation is necessary for a successful collaboration of Town and School interests. The parties agree to engage in such efforts to promote both the general welfare of the Town's students and the efficient operation of local government.

This Memorandum of Understanding will be subject to annual review on June 1st of each year by the School District's Director of Building and Grounds and the Director of Parks and Recreation at such time a recommendation will be made to the Town Council and School Committee if any improvements and/or changes are necessary

TOWN OF SMITHFIELD

BY
Town Council President
Dated: _____

SMITHFIELD SCHOOL DISTRICT

BY
School Committee Chair
Dated: _____



TOWN OF SMITHFIELD DEPARTMENT OF PUBLIC WORKS

PHONE: (401) 233-1034

FAX: (401) 233-1075

MEMORANDUM

Date: February 8, 2016

To: Honorable Town Council

From: Seth Lemoine, Public Works Director *SJD*

RE: *Parks Department Field Fertilization Contract*

BACKGROUND:

The Town of Smithfield entered into a one year agreement with Atlantic Golf and Turf for field fertilization during 2014 for a sum of \$9,999. The binding bid documents contain a provision for up to two single year contract extensions.

Atlantic Golf and Turf has agreed to extend their contract for an additional year (2016) while maintaining the original contract pricing as listed in the binding bid documents.

Enclosed is a copy of the 2014 contract bid document with authorization for award and a copy of Atlantic Golf and Turf's agreement for a one year contract extension.

FINANCIAL IMPACT:

Funding for the Field Fertilization Program is through the Park's Department Account # 048-0702.

RECOMMENDATION:

It is the recommendation of this department that the Smithfield Town Council allow the Public Works Director to extend the current agreement with Atlantic Golf and Turf, 9 Industrial Boulevard, Turner Falls, MA 01376, for the 2016 calendar year.

MOVED: *That the Smithfield Town Council authorizes the Public Works Director to extend the current contract with Atlantic Golf and Turf for Field Fertilization In accordance with contract bid specifications submitted on 3/06/14, for 2016 calendar year.*



ROBERT W. SELTZER
CHIEF OF DEPARTMENT

SMITHFIELD FIRE DEPARTMENT

"To Help People"

HEADQUARTERS, STATION NO. 1
607 PUTNAM PIKE
SMITHFIELD, RHODE ISLAND 02828
www.smithfieldfire.com



TEL. (401) 949-1330
FAX (401) 949-1192

To: Honorable Town Council

From: Chief Robert Seltzer

Date: February 9, 2016

Re: Staff Vehicle Purchase

Dear Town Council Members,

Attached is a quote for a 2016 Ford Explorer Police Interceptor Utility AWD vehicle to replace the 2003 Chevrolet Tahoe currently assigned to the Fire Marshal. The 2003 Chevrolet Tahoe was originally passed down to replace a 1999 Chevrolet Tahoe used by the Fire Prevention Division. However, during a recent vehicle service the mechanic found a cracked frame on the undercarriage. The cracked frame has made the vehicle unsafe for further emergency vehicle operation.

With the purchase of a new vehicle, the 2003 Chevrolet Tahoe will be sold on GovDeals.com. Currently, the 2003 Chevrolet Tahoe has limited use and the cracked frame is being monitored by the mechanic until it is replaced.

An administrative staff vehicle replacement was listed in the Capital Improvements Program for fiscal FY2017 and was budgeted at \$37,000.00. The attached quote from MHQ Emergency Vehicles in Marlborough, MA, for a 2016 Ford Explorer is \$33,915.00. The Finance Director has advised that funding for this purchase is available in the third-party billing/rescue billing fund.

This purchase will be made from a master pricing agreement through the Plymouth County Commissioners. MHQ is the same vehicle vendor that the Smithfield Police Department uses.

The 2008 Chevrolet Tahoe presently assigned to the Chief will be passed down to the Fire Marshal and the 2016 Ford Explorer will be assigned to the Chief.

Sincerely,

Robert W. Seltzer
Chief of Department

Motion: To purchase one (1) 2016 Ford Explorer Police Interceptor Utility AWD vehicle for the quoted price of \$33,915.00, as quoted from the Plymouth County Commissioners master pricing agreement, to be purchased from MHQ Emergency Vehicles located in Marlborough, MA.

"We will be the most effective and proactive emergency service and disaster mitigation organization to make Smithfield the safest community to live, work and play."