



**SMITHFIELD TOWN COUNCIL
MEETING
SMITHFIELD TOWN HALL
TOWN COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, MAY 17, 2016
6:30 P.M.**



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

CLOSED SESSION

Motion to convene in closed session pursuant to Rhode Island General Laws, Section 42-46-5(a)(1), Personnel, to interview Gregory S. Sankey Jr., Zachary Fisher and Frank Oliva for possible appointment to a Town Board or Commission.

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 May 3, 2016 Town Council meeting be approved, as recorded.
 - B. Move that the minutes of the May 3, 2016 Town Council meeting closed session be approved, as recorded, and sealed.
 - C. Move that the minutes of the May 9, 2016 Town Council meeting be approved, as recorded.
- VII. Consider, discuss and act upon the following possible appointments: none
- VIII. Public Hearings: none
- IX. Licenses and Permits:
 - A. Consider approving the annual renewal of two (2) Peddlers' Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. Marshall E. Gorden d/b/a “Wolfe Novelties”, to sell balloons and souvenirs, 140 Vancouver Avenue, Warwick, RI.
 2. Palagi 2000, Inc, d/b/a “Palagis Ice Cream”, to sell frozen desserts from a truck with RI Reg. number 974, 55 Bacon Street, Pawtucket, RI.
- B. Consider approving the annual renewal of one (1) Pool Table License, as listed, as applied, subject to compliance with all State regulations and local ordinances:
1. The Last Resort, Inc. d/b/a “The Last Resort”, 325 Farnum Pike.
- C. Consider approving a new Holiday Sales License for Rocky’s Ace Hardware, Inc. d/b/a “Rocky’s Ace Hardware”, 633 Putnam Pike, as listed, as applied, subject to compliance with all State regulations and local ordinances.
- D. Consider approving a new Solicitation License for “Renewal by Andersen”, soliciting Andersen Windows, as listed, as applied, subject to compliance with all State regulations, local ordinances, and the following conditions: The Smithfield Police Department is to be notified each time the applicant is soliciting, including which area of Town solicitation will take place. Solicitation may take place between the hours of 9:00 a.m. and 7:00 p.m. only.
- X. Old Business: none
- XI. New Business:
- A. Consider, discuss, and act upon a proposed Commercial Property Assessed Clean Energy (“C-PACE”) Agreement.
 - B. Consider, discuss, and act upon the reimbursement of capital expenditures for the School Department.
 - C. Consider authorizing submission of a grant proposal for the McCabe Pre-school Playground.
 - D. Consider rescinding the Request for Proposals for Concession Services at the Smithfield Ice Rink.
 - E. Consider authorizing a new Request for Proposals for Concession Services at the Smithfield Ice Rink.

- F. Consider authorizing a Request for Proposals on behalf of the School Department for gym renovations at the High School.
 - G. Consider authorizing a Request for Proposals on behalf of the School Department for snow plowing.
 - H. Consider authorizing a Request for Proposals on behalf of the School Department for boiler cleaning.
 - I. Consider authorizing a Request for Proposals on behalf of the School Department for #2 heating fuel.
 - J. Consider authorizing the Construction and Maintenance Agreement between the State of Rhode Island Department of Transportation and the Town of Smithfield for the replacement of the Capron Road Bridge #792 Project.
- 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, MAY 13, 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: May 11, 2016
TO: Smithfield Town Council
FROM: Carol Banville – License Coordinator
SUBJECT: Annual Renewal of two (2) Peddlers' Licenses for the May 17th Town Council Meeting.

BACKGROUND:

The two (2) businesses listed below have filed their applications for renewal. As required, a background check has been conducted on the owner of the business, and background checks have been done on all drivers.

TOWN REVENUE:

The cost to renew the Peddler's License is \$100.00 per year.

APPROVAL STATUS:

All paperwork is complete for Town Council approval

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve the annual renewal of the following two (2) Peddler's Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances, to include updated BCI reports on all drivers, in all vehicles:

1. Marshall E. Gorden d/b/a "Wolfe Novelties", to sell balloons and souvenirs, 140 Vancouver Avenue, Warwick, RI.
2. Palagi 2000, Inc. d/b/a "Palagis Ice Cream", to sell frozen desserts from a truck with RI Reg. number 974, 55 Bacon Street, Pawtucket, RI.



Memorandum

DATE: May 11, 2016

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: Annual renewal of one (1) Pool Table License for the May 17th Town Council Meeting.

BACKGROUND:

Pool Table Licenses are due for renewal. The business listed below has filed their application for renewal.

TOWN REVENUE:

The cost to renew a Pool Table License is \$20.00 for first table and \$10.00 for each additional table.

APPROVAL STATUS:

All paperwork is complete for approval of renewal by the Town Council.

RECOMMENDED MOTION:

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

1. The Last Resort, Inc. d/b/a "The Last Resort", 325 Farnum Pike (one pool table)



Memorandum

DATE: May 11, 2016

TO: Smithfield Town Council

FROM: Carol Banville - License Coordinator

SUBJECT: New Holiday License for Rocky's Ace Hardware, Inc. d/b/a "Rocky's Ace Hardware", for the May 17th Town Council Meeting

BACKGROUND:

Rocky's Ace Hardware, Inc. d/b/a "Rocky's Ace Hardware", has applied for a new Holiday License for their business located at 633 Putnam Pike.

TOWN REVENUE:

The cost of a new the Holiday Sales License is \$50.00 per year.

SUPPORTING DOCUMENTS:

Copy of License Application
Copy of BCI – No Record

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve a new Holiday License for , Rocky's Ace Hardware, Inc. d/b/a "Rocky's Ace Hardware" , 633 Putnam Pike, as listed, as applied, subject to compliance with all State regulations and local ordinances.



Memorandum

DATE: May 11, 2016

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: New Solicitation License for “Renewal by Andersen” for the May 17th Town Council Meeting.

BACKGROUND:

Drew Deragon, a representative for “Renewal by Andersen” has applied for a Solicitation License on their behalf. There will be ten (10) employees that will be canvassing for the company. Background checks were completed on each canvasser and there were no disqualifying records. The Police Chief has signed the application with the following conditions: The Smithfield Police Department is to be notified each time the applicant is soliciting, including which area of Town solicitation will take place. Solicitation may take place between the hours of 9:00 a.m. and 7:00 p.m. only. If conditions of the license are not adhered to, the applicant will be required to appear before the Town Council.

TOWN REVENUE:

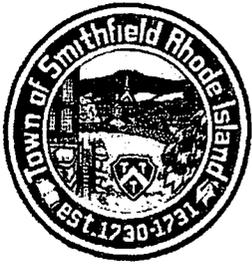
The fee for the Solicitation License is \$200.00 and is valid for two (2) years.

SUPPORTING DOCUMENTS:

Copy of Application
Copy of all BCI’s for all applicants - No Records
Information about Andersen Windows

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve a new Solicitation License for “Renewal by Andersen”, soliciting Andersen Windows, as applied, subject to to compliance with all State regulations, local ordinances, and the following conditions: The Smithfield Police Department is to be notified each time the applicant is soliciting, including which area of Town solicitation will take place. Solicitation may take place between the hours of 9:00 a.m. and 7:00 p.m. only.



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

April 27, 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 \$78,020.57. 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



Memorandum

May 5, 2016

TO: Smithfield Town Council
FROM: Thomas J. Tullie, Ice Rink Director
SUBJECT: COUNCIL AGENDA ITEM COVER SHEET

SUBJECT:

New Concession Services Agreement RFP for the Smithfield Municipal Ice Rink.

BACKGROUND:

The previous Ice Rink Concession Services Agreement with The Smithfield Coffee Company expired on April 21, 2016. This request for proposals will allow the Ice Rink to soliciate new vendor bids for the purposes of providing concession services at the Smithfield Municipal Ice Rink for a new contract period of June 15, 2016 to June 14, 2017.

FINANCIAL IMPACT:

The Smithfield Municipal Ice Rink will receive monthly rental income, from an outside vendor, to operate the concession stand.

ATTACHMENTS:

Ice Rink Concessions Services Agreement, Town of Smithfield Terms and Requirements for Proposal, Ice Rink Concessions Services Attachment-A Cost Proposal Form.

MOTION:

MOVED, the Smithfield Town Council authorizes a R.F.P. for Concession Services at the Smithfield Municipal Ice Rink, pending approval by the Town Solicitor, for the contract period of June 15, 2016 to June 14, 2017.

May 12, 2016

TO: Smithfield Town Council

FROM: Randy R. Rossi

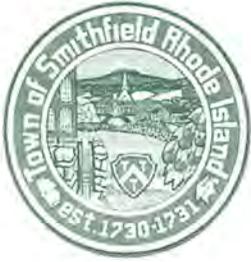
SUBJECT: RFP – Smithfield High School Upgrades

On behalf of the School Department we are requesting authorization for the advertisement of an RFP for Smithfield High School Upgrades.

Following the public opening of the bids they will be evaluation by school and town officials and a recommendation will be forwarded to the Town Council for award consideration.

Moved:

That the Smithfield Town Council hereby authorizes the advertisement of an RFP for Upgrades at Smithfield High School on behalf of the Smithfield School Department, pending Town Solicitor approval.



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

RECEIVED

MAY 12 2016

**TOWN MANAGERS OFFICE
SMITHFIELD, RI**

May 3, 2016

Mr. Dennis Finlay, Town Manager
Smithfield Town Council Members
Town of Smithfield
64 Farnum Pike
Smithfield, RI 02917

Dear Mr. Finlay and Members of the Smithfield Town Council:

The Smithfield School Committee, at its meeting on Monday, May 2, 2016, unanimously approved to go out to RFP for High School Gym Bleachers, Gym Divider, Gym Floor Refinishing, Wall Padding, Gym Painting, and ADA Lavatory.

As you know, at our last meeting we had a tour of the Gym and of the work that needs to be done. In order to have the work done over the summer, we will need to go out to bid soon.

On behalf of the Smithfield School Committee, I respectfully request this item be placed on the Agenda for approval at the next Town Council meeting.

Sincerely,

Robert M. O'Brien
Superintendent of Schools

RMO/kab

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.

May 11, 2016

TO: Smithfield Town Council

FROM: Randy R. Rossi

SUBJECT: RFP – Snow Plowing Services (Smithfield School Department)

On behalf of the School Department we are requesting authorization to advertise for an RFP for Snow Plowing Services at all School Department facilities.

The School Committee will be authorizing for the solicitation of proposals at their May 16th meeting.

Following the public opening of the proposals they will be evaluation by school and town officials and a recommendation will be forwarded to the Town Council for award consideration.

Moved:

That the Smithfield Town Council hereby authorizes the advertisement of an RFP for Snow Plowing Services on behalf of the Smithfield School Department.

May 11, 2016

TO: Smithfield Town Council

FROM: Randy R. Rossi

SUBJECT: RFP – Boiler Cleaning Services

On behalf of the School Department we are requesting authorization to advertise for an RFP for Boiler Cleaning Services at all School Department facilities.

Following the public opening of the proposals they will be evaluation by school and town officials and a recommendation will be forwarded to the Town Council for award consideration.

Moved:

That the Smithfield Town Council hereby authorizes the advertisement of an RFP for Boiler Cleaning Services on behalf of the Smithfield School Department.

May 11, 2016

TO: Smithfield Town Council

FROM: Randy R. Rossi

SUBJECT: RFP – #2 Fuel Oil

On behalf of the School Department we are requesting authorization for the advertisement of an RFP for #2 Fuel Oil.

Following the public opening of the bids they will be evaluation by school and town officials and a recommendation will be forwarded to the Town Council for award consideration.

Moved:

That the Smithfield Town Council hereby authorizes the advertisement of an RFP for #2 Fuel Oil on behalf of the Smithfield School Department.

Proposed Motion:

That the Smithfield Town Council hereby authorizes the Construction and Maintenance Agreement between the State of R.I. Department of Transportation and the Town of Smithfield for the replacement of the Capron Road Bridge #792 Project.