



**SMITHFIELD TOWN COUNCIL
MEETING
SMITHFIELD TOWN HALL
TOWN COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, JANUARY 3, 2017
6:00 P.M.**



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

WORK SESSION

6:00 p.m.: Discussion of Fiscal Year 2016 Audit Report prepared by Robert J. Civetti, CPA, LLC.

CLOSED SESSION

6:40 p.m.: Motion to convene in closed session pursuant to RI General Laws Sec. 42-46-5(a)(1), Personnel, to interview David E. Russas and Jenna McIntyre for possible appointment to a Town Board or Commission, with the Minutes of the Closed Session to be sealed.

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:
 - Swearing in of Police Patrol Officer Thomas DeCristofaro
 - Expansion of career and technology programs at the High School
- VI. Minutes:
 - A. Move that the Minutes of the December 20, 2016 Town Council meeting be approved, as recorded.
 - B. Move that the Minutes of the December 20, 2016 Town Council meeting closed session be approved, as recorded, and sealed.

- VII. Consider, discuss and act upon the following possible appointments:
1. Smithfield Historic Preservation Commission with a term expiring January 2020:
 - Katie B. Law (reappointment)
 2. Smithfield Sewer Authority with a term expiring January 2020:
 - Jeanne M. Verity
 3. Smithfield Economic Development Commission with a term expiring March 2020:
 - James Orenberg
 4. Municipal Court Judge:
 - William A. Poore, Esq.
 5. Probate Court Judge:
 - Ralph Iannitelli, Esq.

VIII. Public Hearings: none

IX. Licenses and Permits:

A. Consider approving three (3) One – Day Beer/Wine Licenses for the Smithfield Senior Center, as follows:

- New Year’s Party that will be held on Thursday, January 12, 2017
- Mardi Gras Party that will be held on Thursday, February 23, 2017
- St. Patrick’s/St. Joseph’s Day Party that will be held on Wednesday, March 15, 2017

All parties will take place at the Smithfield Senior Center, One William J. Hawkins, Jr. Trail, from 12:00 p.m. to 3:00 p.m., as applied, subject to compliance with all State regulations and local ordinances.

B. Consider scheduling a Show Cause Hearing on Tuesday, January 17, 2017 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. Chipotle Mexican Grill of Colorado, LLC d/b/a “Chipotle Mexican Grill #2020”, 371 Putnam Pike (Failure to submit TIP Cards)
2. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 9 Cedar Swamp Road (Outstanding Tangible Taxes)
3. Four Aces, Inc. d/b/a “Twelve Acres”, 445 Douglas Pike (Outstanding Tangible Taxes)

4. Olga's Famous Pizza, Inc. d/b/a "Famous Pizza", 343 Waterman Avenue (Outstanding Tangible Taxes and failure to obtain a Certificate of Good Standing)
5. Rocco's, LLC d/b/a "Rocco's Pub & Grub", 55 Douglas Pike, Unit 101 (Failure to submit renewal application)

C. Consider scheduling a Show Cause Hearing on Tuesday, January 17, 2017 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. Aramark Educational Services, LLC d/b/a "The Scoop", 1150 Douglas Pike (Failure to submit renewal application)
2. LNP Enterprises, Inc. d/b/a "Domino's Pizza", 375 Putnam Pike, Unit 25 (Failure to submit a Permit to Make Sales at Retail)
3. Papa Gino's, Inc. d/b/a "Papa Gino's", 400 Putnam Pike (Failure to submit a Permit to Make Sales at Retail)
4. Starbucks Corporation d/b/a "Starbucks Coffee #17343", 400 Putnam Pike (Failure to submit a Permit to Make Sales at Retail)

X. Old Business: none

XI. New Business:

- A. Consider authorizing a Request for Proposals on behalf of the School Department for a Communications Consultant.
- B. Consider, discuss, and act upon the appointment of a Town Council member to the School Reconfiguration Committee.
- C. Consider, discuss, and act upon the possible adoption of a Resolution Opposing the Siting of the Clear River Energy Center in Burrillville, Rhode Island.
- D. Consider, discuss, and act upon the formation of an ad hoc Budget Committee.
- E. Consider the acceptance of the Audit Report for Fiscal Year Ending June 30, 2016, prepared by Robert J. Civetti, CPA, LLC.
- F. Consider, discuss, and act upon a one year contract renewal for audit services for the Town and School Department for Fiscal year Ending June 30, 2017, to Robert J. Civetti, CPA, LLC.
- G. Consider, discuss, and act upon authorizing a Request for Proposals for electrical contract services for the Town of Smithfield and Smithfield 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, DECEMBER 30, 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: December 29, 2016

TO: Smithfield Town Council

FROM: Carol Banville, License Coordinator

SUBJECT: Three (3) One-Day Beer/Wine Licenses for the Smithfield Senior Center for the January 3rd Town Council Meeting.

BACKGROUND:

The Smithfield Senior Center has applied three (3) One-Day Beer/Wine Licenses. The Senior Center alcohol servers will be re-trained before the February party takes place.

TOWN REVENUE:

The fee for a Beer & Wine License is \$15.00 per day. Under State Law this fee cannot be waived.

SUPPORTING DOCUMENTS:

Copy of License Application
BCI – No Record
Letter of Explanation
Copy of TIP cards

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve three (3) One-Day Beer/Wine Licenses as follows:

- New Year's Party that will be held on Thursday, January 12, 2017
- Mardi Gras Party that will be held on Thursday, February 23, 2017
- St. Patrick's/St. Joseph's Day Party that will be held on March 15, 2017

All parties will take place at the Smithfield Senior Center, One William J. Hawkins Jr. Trail from 12:00 p.m. to 3:00 p.m., as listed, as applied, subject to compliance with all State regulations and local ordinances.



Memorandum

DATE: December 29, 2016

TO: Smithfield Town Council

FROM: Carol Banville - License Coordinator

SUBJECT: Schedule a Show-Cause Hearing for the January 17th Town Council Meeting.

RECOMMENDED MOTION:

Motion to authorize a Show-Cause Hearing for Tuesday, January 17, 2017, to consider the possible suspension, revocation, or other sanction regarding Liquor Licenses on the following listed establishments due to non-compliance with the conditions of renewal:

1. Chipotle Mexican Grill of Colorado, LLC d/b/a "Chipotle Mexican Grill #2020", 371 Putnam Pike. (Failure to submit TIP Cards)
2. Copperfield's, Inc. d/b/a "Copperfield's Bar & Grill", 9 Cedar Swamp Road. (Outstanding Tangible Taxes)
3. Four Aces, Inc. d/b/a "Twelve Acres", 445 Douglas Pike (Outstanding Tangible Taxes)
4. Olga's Famous Pizza, Inc. d/b/a "Famous Pizza", 343 Waterman Avenue (Outstanding Tangible Taxes and failure to obtain a Certificate of Good Standing)
5. Rocco's, LLC d/b/a "Rocco's Pub & Grub", 55 Douglas Pike, Unit 101 (Failure to submit renewal application)



Memorandum

DATE: December 29, 2016

TO: Smithfield Town Council

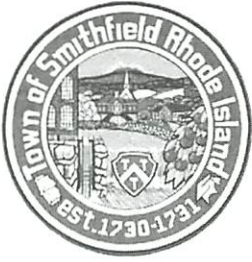
FROM: Carol Banville - License Coordinator

SUBJECT: Schedule a Show-Cause Hearing for the January 17th Town Council Meeting.

RECOMMENDED MOTION:

Motion to authorize a Show-Cause Hearing for Tuesday, January 17, 2017, to consider the possible suspension, revocation, or other sanction regarding a Victualling License on the following listed establishments because of non-compliance with the conditions of renewal:

1. Aramark Educational Services, LLC d/b/a "The Scoop", 1150 Douglas Pike (Failure to submit renewal application)
2. LNP Enterprises, Inc. d/b/a "Domino's Pizza", 375 Putnam Pike, Unit 25 (Failure to submit a Permit to Make Sales at Retail)
3. Papa Gino's, Inc. d/b/a "Papa Gino's", 400 Putnam Pike (Failure to submit a Permit to Make Sales at Retail)
4. Starbucks Corporation d/b/a "Starbucks Coffee #17343", 400 Putnam Pike (Failure to submit a Permit to Make Sales at Retail)



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

December 28, 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, December 19, 2016, approved to go out to RFP for a communication firm to expand on the career and tech programs at the high school.

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

December 22, 2016

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

FROM: Randy R. Rossi

Subject: Audit for Fiscal Year Ended June 30, 2016

Background:

The audit document is a compilation of the town's financial results for Fiscal Year Ended June 30, 2016 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, 2016 from the audit firm of Robert J. Civetti, CPA, LLC.

December 27, 2016

TO: Smithfield Town Council
Dennis Finlay, Town Manager

FROM: Randy R. Rossi

SUBJECT: One Year Renewal of Financial Audit Services

The Town of Smithfield, as required by charter, advertised an R.F.P. for Financial Audit Services for the Town and School Department for Fiscal Year Ending June 30, 2015 with two optional one year renewals to be reviewed and approved annually by the town council.

On April 21, 2015 the town council awarded the bid for audit services to the firm of Robert J. Civetti, CPA, LLC. Based on the quality of service that has been provided to the Town and School, I respectfully request that the firm of Robert J. Civetti, CPA, LLC. be granted a one renewal for the Financial Audit Services and Agreed-Upon Procedures for the Fiscal Year Ending June 30, 2017.

MOTION:

That the Smithfield Town Council grant a one year renewal for Financial Audit Services and Agreed-Upon Procedures for the Town of Smithfield and the Smithfield School Department for Fiscal Year Ending June 30, 2017 to the firm of Robert J. Civetti, CPA, LLC. in the amount of \$62,500.

Attachments:

Bid Tab – April 10, 2015
Bid Award Memo – April 14, 2015

December 27, 2016

TO: Smithfield Town Council

FROM: Randy R. Rossi

SUBJECT: RFP for Town-wide Electrical Contract Services

We currently nearing the end of our first two-year agreement for town-wide electrical services and it has proven to be a useful tool for both the Town and School Department. In a continued effort of providing centralizing purchasing we are asking the council to authorize the solicitation of proposals for town-wide electrical contract services.

Following the public opening of the bids they will be review by an evaluation committee 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 Town-wide Electrical Contract Services, pending review of the RFP by the Town Solicitor.