

SMITHFIELD TOWN COUNCIL MEETING

OPEN SESSION

TUESDAY
January 3, 2023



**SMITHFIELD TOWN COUNCIL MEETING
SMITHFIELD TOWN HALL
COUNCIL CHAMBERS
64 FARNUM PIKE
TUESDAY, JANUARY 3, 2023
6:00 P.M.**

6:00 P.M. EXECUTIVE SESSION

Convene into executive session to consider, discuss, and act upon matters pursuant to Rhode Island General Laws Section 42-46-5(a)(2) Pending Litigation (Case #: PC-2022-00953, Teresa Graham vs. the Town of Smithfield).

7:00 P.M. AGENDA

- I. Regular meeting reconvened at 7:00 p.m.
 - Announce any executive session votes required to be disclosed pursuant to Rhode Island General Laws, Sec. 42-46-4.
- II. Prayer
- III. Salute to the Flag
- IV. Emergency Evacuation and Health Notification
- V. Presentations:
 - A. Smithfield Home for the Holidays House and Doorway Decorating Contest Winners.
 - B. Sentinel Striders' High School Team 2022 USA Track and Field National Junior Olympic Cross Country Champions – Jason Padula, Elijah Saddlemire, and Michael Goodson.
- VI. Minutes:
 - A. Move that the minutes of the December 6, 2022 open session meeting be approved as recorded.
 - B. Move that the minutes of the December 20, 2022 open session meeting be approved as recorded.
- VII. Consider, discuss and act upon the following possible appointments and reappointments:
 - A. Municipal Court Judge reappointment with a term expiring in January of 2025.
 - B. Probate Court Judge reappointment with a term expiring in January of 2025.

- C. Police Prosecution Solicitor reappointment with a term expiring in January of 2025.
- D. Town Solicitor reappointment with a term expiring in January of 2025.
- E. Zoning Board Solicitor reappointment with a term expiring in January of 2025.

VIII. Public Hearings:

- A. Conduct a public hearing to consider and act upon amendments to the Code of Ordinances to adopt Chapter 119 entitled “Prohibited Consumption of Cannabis on Town-Owned Property” co-sponsored by Councilman Michael P. Iannotti and Councilwoman Rachel S. Toppi.
- B. Schedule a public hearing on February 7, 2023 to consider and act upon amendments to the Code of Ordinances to amend Chapter 294 entitled “Sewers”, Section 16 “Imposition of Annual Sewer Use Charge” to enable quarterly billing of sewer use invoices sponsored by Councilman John J. Tassoni, Jr.
- C. Conduct a public hearing to consider, discuss, and act upon approving 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 RI Division of Taxation.

INTOXICATING BEVERAGE LICENSE RENEWALS 2022-2023

CLASS B-VICTUALLER BEVERAGE LICENSES

- 1. Chacon Restaurant, LLC, d/b/a “Frank & John from Italy on the Water” 743 Putnam Pike (approved for outdoor bar service)
- 2. Douglas Eatery, LLC d/b/a “Twin River Pizzeria, Crazy Wings, Thai Café”, 55 Douglas Pike (approved for outdoor bar service)
- 3. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road (approved for outdoor bar service)
- 4. Ichiraku, LLC d/b/a “Ichiraku Ramen and Fusion”, 970 Douglas Pike (approved for outdoor bar service)
- D. Consider scheduling a Show Cause Hearing on Tuesday, January 17, 2023 to consider, discuss, and act upon 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. DLA, LLC d/b/a “Parma Ristorante”, 266 Putnam Pike, Unit 1 (Failure to produce a Certificate of Good Standing, a copy of TIP Cards and outstanding tangible taxes)
 - 2. Rebel Alliance Group, LLC d/b/a “Bistecca Chop House”, 332 Farnum Pike (Failure to obtain a Certificate of Good Standing, copy of TIP Cards, copy of food license, copy of the Retail Sales Permit and outstanding

tangible taxes)

3. Rogue Squadron Group, LLC d/b/a “Tavolo Wine Bar & Tuscan Grille”, 970 Douglas Pike, Building C (Failure to produce a Certificate of Good Standing)
 4. Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, (Failure to pay outstanding tangible taxes)
 5. Val’s English Tea & Pie Shop, LLC d/b/a “Val’s English Tea & Pie Shop”, 466 Putnam Pike, Unit 1 (Failure to produce a copy of the Retail Sales Permit, copy of the food license and a copy of the TIP Cards)
- E. Consider scheduling a Show Cause Hearing on Tuesday, January 17, 2023 to consider, discuss, and act upon the possible suspension, revocation, or other sanction regarding the listed Victualling Only Licenses, due to non-renewal or non-compliance with the conditions of renewal:
1. 7-Eleven Store #32614A d/b/a “7-Eleven #32614A, 970 Douglas Pike (Failure to provide a copy of the Retail Sales Permit)
 2. DK Convenience, LLC d/b/a “DK Convenience”, 200 Pleasant View Avenue (Failure to produce a copy of the food business license, a copy of the Retail Sales Permit and outstanding tangible taxes)
 3. Fresh Pita, LLC d/b/a “Fresh Pita”, 777 Putnam Pike (Failure to pay outstanding tangible taxes)
 4. Ivy and Lace Bake Shop, LLC d/b/a “The Ivy and Lace Bakeshop”, 546 Putnam Pike (Failure to produce necessary paperwork required for renewal)
 5. J’s Delicatessen, Inc. d/b/a “J’s Delicatessen”, 285 George Washington Highway (Failure to pay outstanding tangible taxes)
 6. JPC Pizza, Inc. d/b/a “Ronzio Pizza”, 1150 Douglas Pike (Failure to produce necessary paperwork required for renewal)
 7. Jason Marino d/b/a “Juice Bar & Co., 266 Putnam Pike (Failure to pay outstanding tangible taxes and a copy of the Retail Sales Permit)
 8. Melissa Carbone d/b/a “Bree’s Deli”, 115 Pleasant View Avenue #1 (Failure to produce necessary paperwork required for renewal)
 9. The Level 10 Nutrition Club, LLC, d/b/a “The Level 10 Nutrition Club”, 10C Cedar Swamp Road (Failure to produce a copy of the Retail Sales Permit)
 10. The Sevigny Group, LLC d/b/a “Smithfield Fitness”, 970 Douglas Pike (Failure to produce necessary paperwork required for renewal)

IX. Licenses:

- A. Consider, discuss and act upon approving the renewal of one (1) Victualling License, as applied, subject to compliance with all State regulations and local ordinances:
1. Target Corporation d/b/a “Target Store T-1404”, 371 Putnam Pike
- B. Consider, discuss and act upon approving the renewal of two (2) Entertainment Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike
 2. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road
- C. Consider, discuss and act upon approving the renewal of two (2) Special Dance Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:
1. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike
 2. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road
- D. Consider, discuss and act upon approving a new Victualling Only License for Country Creamery, Inc. d/b/a “Country Creamery”, to include outdoor seating, 3 Commerce Street, as applied, subject to compliance with all State regulations, local ordinances, approval for outdoor seating from the Building Official and final approval from the RI Department of Health.
- X. Old Business: None.
- XI. New Business:
- A. Consider, discuss, and act upon authorizing the Police Department to purchase a 2022 Ford SUV Police Interceptor from Colonial Ford, through the Massachusetts VEH110 Bid, in the amount of sixty-three thousand, five hundred fifty-four dollars and twenty-nine cents (\$63,554.29) with funds available through the Police Equipment Fund.
 - B. Consider, discuss, and act upon authorizing Contract Amendment #16 to the Veolia Water Operations and Maintenance Contract to complete Phase 1 of roof replacements at the Wastewater Treatment Facility in an amount not to exceed two hundred seventy-seven thousand, six hundred and forty dollars and zero cents (\$277,640.00).
 - C. Consider, discuss, and act upon authorizing the advertisement of a request for proposals for a 10-year Wastewater Treatment Facilities Operations and Maintenance Contract.
 - D. Consider, discuss, and act upon authorizing the advertisement of a request for qualifications for the structural-civil design services of the Mountindale Road culvert at Stillwater River.
 - E. Consider, discuss, and act upon a pole petition from RI Energy Co. to install one new pole on Whipple Road.
 - F. Consider, discuss, and act upon authorizing a resolution to replace a resolution dated September 7, 2021 establishing the Camp Shepard Subcommittee

sponsored by Councilman Michael P. Iannotti.

G. Consider, discuss and act upon adoption of a resolution for Town Council Rules of Procedure sponsored by Council President T. Michael Lawton.

H. Consider, discuss, and act upon approving tax abatements in the amount of nine hundred fifty-one dollars and twenty-three cents (\$951.23).

XII. Public Comment.

XIII. Adjournment.

AGENDA POSTED: THURSDAY, DECEMBER 29, 2022

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.

MINUTES OF SMITHFIELD TOWN COUNCIL MEETING

Date: Tuesday, December 6, 2022

Place: Smithfield Senior Center

Time: 7:00 P.M.

Present:

Town Council Member T. Michael Lawton
Town Council Member Sean M Kilduff
Town Council Member Michael P. Iannotti
Town Council Member Rachel S. Toppi
Town Council Member John J. Tassoni, Jr.
Town Manager Randy R. Rossi
Town Solicitor Anthony Gallone
Acting Town Clerk Lyn M. Antonuccio

I. Town Manager Rossi calls the Tuesday, December 6, 2022 Smithfield Town Council Meeting to order at 7:00 p.m.

II. Reverend Richard A. Valentine of St. Michael's Church offers a prayer

III. Salute to the flag.

IV. Emergency Evacuation and Health Notification

V. Swearing In Ceremony for new Town Council members:

- A. John J. Tassoni, Jr. being sworn in by Judge Joseph A. Montalbano**
- B. Michael P. Iannotti being sworn in by Judge Joseph A. Montalbano**
- C. Rachel S. Toppi being sworn in by Judge Joseph A. Montalbano**
- D. Sean M. Kilduff being sworn in by Judge Terrance N. Turner**

VI. Consider, discuss and act upon nomination and election of Town Council President.

Town Manager Rossi states that nominations are in order for the position of Town Council President.

Member Lawton nominates Member Kilduff for the position of Town Council President
Member Toppi nominates Member Iannotti for the position of Town Council President

Acting Town Clerk Antonuccio takes a roll call:

Member Lawton votes for Member Kilduff
Member Kilduff votes for himself
Member Toppi votes for Member Iannotti
Member Iannotti votes for himself
Member Tassoni votes for nay for both nominations

Motion fails.

Town Manager Rossi states that nominations are in order for the position of Town Council President.

Member Kilduff nominates Member Lawton for the position of Town Council President.
Member Toppi nominates Member Iannotti for the position of Town Council President.

Member Kilduff votes for Member Lawton
Member Lawton votes for himself
Member Iannotti votes for Member Lawton
Member Toppi votes for Member Lawton
Member Tassoni votes nay for Member Lawton

Motion passes to elect T. Michael Lawton as Town Council President.

VII. Consider, discuss and act upon nomination and election of Town Council Vice President.

President Lawton states that nominations are in order for the position of Town Council Vice President.

President Lawton nominates Member Kilduff for the position of Vice President
Member Toppi nominates Member Iannotti for the position of Vice President

Acting Town Clerk Antonuccio takes roll call:

President Lawton votes for Member Kilduff
Member Kilduff votes for himself.
Member Toppi votes for Member Iannotti
Member Iannotti votes for himself
Member Tassoni votes nay for both nominations

Motion fails.

President Lawton states that nominations are in order for the position of Town Council Vice President.

President Lawton nominates Member Kilduff for the position of Vice President
Member Toppi nominates Member Iannotti for the position of Vice President

President Lawton votes for Member Kilduff
Member Kilduff votes for himself.
Member Toppi votes for Member Iannotti
Member Iannotti votes for himself
Member Tassoni votes nay for both nominations

Motion fails.

President Lawton states that nominations are in order for the position of Town Council Vice President.

President Lawton nominates Member Kilduff for the position of Vice President
Member Toppi nominates Member Iannotti for the position of Vice President
Member Iannotti nominates Member Toppi

Member Lawton votes for Member Kilduff
Member Kilduff votes for himself
Member Toppi votes for herself

Member Iannotti votes for Toppi
Member Tassoni votes nay for all nominations.

Motion fails.

President Lawton explains that hearing no consensus, this matter will be placed on a future agenda.

VIII. Presentations:

**A. Smithfield High School National Honor Society – Sentinel
Holiday Story Land & Market.**

Members of the Smithfield High School National Honor Society describe the Holiday Story Land & Market that will take place on Saturday, December 10, 2022 from 4:00 p.m. to 6:00 p.m. in front of Anderson Winfield Funeral Home. The members explain that this is the second year this event is being held and will consist of vendors, crafts, storytelling, and games. The members also stated that the tree lighting ceremony will take place at 5:00 p.m.

The members thank Town Manager Randy Rossi, Fire Chief Robert Seltzer, EMA Director Todd Manni, Police Chief Richard St. Sauveur, Parks and Recreation Director Robert Caine, Youth Activity Coordinator Laura Swallow, Thomas Winfield, and Alison Molis the National Honor Society honorary member. The members invite the public and council members to this event.

IX. Minutes:

A. Move that the minutes of the October 18, 2022 executive session meeting held pursuant to Rhode Island General Laws Section 42-45-5(5) Real Estate to consider and discuss the potential acquisition of real property.

Motion is made by Member Kilduff, seconded by President Lawton, that the minutes of the October 18, 2022 executive session meeting be approved as recorded. **Motion is approved by a 3/0 vote. Member Iannotti and Member Toppi abstain.**

B. Move that the minutes of the October 18, 2022 open session meeting be approved as recorded.

Motion is made by Member Kilduff, seconded by Member Lawton, that the minutes of the October 18, 2022 open session meeting be approved as recorded. **Motion is approved by a 3/0 vote. Member Iannotti and Member Toppi abstain.**

C. Move that the minutes of the November 7, 2022 open session meeting be approved as recorded.

Motion is made by Member Kilduff, seconded by President Lawton, that the minutes of the November 7, 2022 open session meeting be approved as recorded. **Motion is approved by a 3/0 unanimous vote. Member Iannotti and Member Toppi abstain.**

X. Consider, discuss and act upon the following possible appointments and reappointments: None

XI. Public Hearings:

Conduct a public hearing to consider, discuss and act upon approving 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 RI Division of Taxation.

President Lawton declares the public hearing open.

INTOXICATING BEVERAGE LICENSE RENEWALS 2022-2023

CLASS A RETAILER'S BEVERAGE LICENSES

- 1. Mac's Liquor Mart, Inc. d/b/a "Mac's Liquor Mart", 200 Pleasant View Avenue**
- 2. Putnam Liquor, Inc. d/b/a "Putnam Pike Liquors", 637B Putnam Pike**
- 3. Putnam Pike Liquors, Inc. d/b/a "B & C Liquor", 253 Putnam Pike**
- 4. Smithfield Liquor Mart, Inc. d/b/a "Smithfield Liquor Mart", 970 Douglas Pike, Bldg. B, left side**

CLASS B-VICTUALLER BEVERAGE LICENSES

- 1. 970 Douglas Pike, LLC d/b/a "Condesa Mexican Restaurant", 970 Douglas Pike (approved for outdoor bar service)**
- 2. Apple New England, LLC d/b/a "Applebee's Neighborhood Grill & Bar", 446 Putnam Pike**
- 3. Armenucci, LLC d/b/a "Blackie's Bulldog Tavern", 280 George Washington Highway (approved for outdoor bar service)**

4. BZB Enterprises, Inc. d/b/a “Parente’s Family Restaurant”, 1114 Douglas Pike (approved for outdoor bar service)
5. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4 (approved for outdoor bar service)
6. Brinker International d/b/a “Chili’s Grill & Bar”, 371 Putnam Pike, #210
7. Chelo’s Steak House, Inc. d/b/a “Chelo’s Steak House”, 445 Putnam Pike (approved for outdoor bar service)
8. Ditto, Inc. d/b/a “Fresco”, 181 George Washington Highway (approved for outdoor bar service)
9. Giuseppe’s Pizzeria Bistro, Inc. d/b/a “Giuseppe’s Pizzeria Bistro”, 19D Smith Avenue (approved for outdoor bar service)
10. JNN, Inc. d/b/a “Rocco’s Pub & Grub”, 55 Douglas Pike, Unit 101 (approved for outdoor bar service)
11. LJD, LLC d/b/a “Laura’s Bar and Grill”, 945 Douglas Pike (approved for outdoor bar service)
12. Lavalley Foods, Inc., d/b/a “Everybody’s Pizzeria and Bar”, 970 Douglas Pike
13. New Rainforest, LLC d/b/a “Twelve Acres”, 445 Douglas Pike
14. Palio, Inc. d/b/a “Siena”, 400 Putnam Pike
15. Pastry Land Bakery, Inc., d/b/a “Pastry Land Bakery”, 19 Sanderson Road
16. Rangoon, LLC d/b/a “Rangoon Chinese & Japanese Restaurant”, 294 Waterman Avenue
17. RNL Enterprise, LLC d/b/a “Coach’s Pub”, 329 Waterman Avenue (approved for outdoor bar service)
18. Richard J. Conti d/b/a “Café Centro”, 566 Putnam Pike
19. SVP Corporation d/b/a “Mai Thai Cuisine”, 115 Pleasant View Avenue
20. Terrazza, LLC d/b/a “Terrazza”, 645 Douglas Pike (approved for outdoor bar service)
21. The Last Resort, Inc. d/b/a “The Last Resort”, 325 Farnum Pike (approved for outdoor bar service)
22. The Orchard Grill, Inc. d/b/a “The Orchard Grille” 132 Pleasant View Avenue

CLASS B-VICTUALLER LIMITED BEVERAGE LICENSES

1. AKR Corporation d/b/a “Tony’s Pizza Palace”, 200 Pleasant View Avenue
2. Rally Point Racquet Club, Inc. d/b/a “Rally Point Racquet Club”, 15 Church Street

CLASS C – BAR LICENSE

1. Waterman Lake Pub, LLC d/b/a “Village Pub”, 715 Putnam Pike

CLASS D- BEVERAGE LICENSE

1. Portuguese American Social & Athletic Club, 40 Fenwood Avenue
2. Smithfield Sportsman's Club, 14 Walter Carey Road

Hearing no comments, President Lawton closes the public hearing.

Acting Town Clerk Antonuccio states that these licenses are in order for approval.

Motion is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of the following Intoxicating Beverage Licenses, as listed, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- B. Conduct a public hearing to consider, discuss and act upon approving the renewal of the following twelve (12) Victualling Only Licenses to include renewal of the Extended Hours of Operation, as listed, as applied, subject to compliance with all State Regulations and local ordinances:**

President Lawton declares the public hearing open.

1. Colbea Enterprises, LLC d/b/a "Seasons Corner Market", 947 Douglas Pike to extend hours of operation to 24/7 hours.
2. Colbea Enterprises, LLC d/b/a "Shell #36", 368 Putnam Pike to extend hours of operation to 24/7 hours.
3. Cumberland Farms Inc., d/b/a "Cumberland Farms #1251", 353 Waterman Avenue to extend hours of operation to 24/7 hours.
4. DKS Coffee, Inc., d/b/a "Dunkin' Donuts", 970 Douglas Pike to extend hours of operation to 4:00 a.m. to 12:00 a.m.
5. Greenville Donuts, LLC d/b/a "Dunkin' Donuts", 385 Putnam Pike to extend hours of operation to 4:30 a.m. to 2:00 a.m.
6. Greenville Donuts, LLC d/b/a "Dunkin' Donuts", 639B Putnam Pike to extend hours of operation to 5:00 a.m. to 10:00 p.m.
7. Greenville Donuts, LLC d/b/a "Dunkin' Donuts", 471 Putnam Pike to extend hours of operation to 24/7 hours.
8. Ionian, Inc. d/b/a "Dunkin' Donuts", 259 Putnam Pike #1 to extend hours of operation to 4:00 a.m. to 12:00 a.m.
9. JMK Enterprises, Inc. d/b/a "Smithfield Mobil", 364 Putnam Pike to extend hours of operation to 24/7 hours.
10. KAC Foods, Inc. d/b/a "McDonald's", 445 Putnam Pike, Unit 19 to extend hours of operation to 4:30 a.m. to 2:00 a.m., the Drive – Thru Window portion of the restaurant will remain open with the hours of operation to be 24/7 hours Monday through Sunday.
11. Marylou's News, Inc. d/b/a "Marylou's Coffee", 368 Putnam Pike to extend hours of operation to 4:30 a.m. to 2:00 a.m.

12. Wedge Donuts, Inc. d/b/a “Dunkin’ Donuts”, 151 Douglas Pike to extend hours of operation to 4:30 a.m. to 2:00 a.m.

Hearing no comments, President Lawton closes the public hearing.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the annual renewal of the extended hours of operation, as listed, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- C. Conduct a public hearing to consider, discuss and act upon approving a new B-Victualler License for Josephine’s Coffee Bar, Inc. d/b/a “Josephine’s Coffee Bar”, located at 19B Smith Avenue, with the hours of operation to be Monday through Sunday 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit, the signatures of the Smithfield Fire Chief and Building Official and final approval from the RI Department of Health.**

President Lawton declares the public hearing open.

Acting Town Clerk Antonuccio states that there are still a few items that are outstanding.

The applicant, Joseph Saltamachia, explains that he has not yet started construction as he wanted to ensure the liquor license was in place prior. Mr. Saltamachia further explains that having the liquor license would also determine the type of buildout needed. Mr. Saltamachia also explains that if the liquor license was not approved, the buildout would be that of a café.

Member Iannotti questions if this establishment will be a coffee bar. Mr. Saltamachia states that it will be a café that is open Monday through Saturday, 7:00 a.m. to 2:00 p.m. for breakfast sandwiches and deli sandwiches/lunch. Mr. Saltamachia further states Thursday through Saturday desserts and cocktails will be served from 6:00 p.m. to 11:00 p.m.

Mr. Saltamachia also states that he owns “Giuseppe’s” and there will be a door between the two. Mr. Saltamachia feels this new establishment will compliment his existing business.

Hearing no further comments, President Lawton closes the public hearing.

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council approve a new Class B-Victualler License for Josephine’s Coffee Bar, Inc. d/b/a “Josephine’s Coffee Bar”, located at 19B Smith Avenue, with the hours of operation to be Monday through Sunday 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit, the signatures of the Smithfield Fire Chief and Building Official and final approval from the RI Department of Health. **Motion is approved by a unanimous 5/0 vote.**

- D. Schedule a public hearing on January 3, 2023 to consider and act upon amendments to the Code of Ordinances to Adopt Chapter 119 entitled “Prohibited Consumption of Cannabis on Town-Owned Property”.**

Motion is made by Member Iannotti, seconded by Member Toppi, that the Smithfield Town Council hereby schedules a public hearing on January 3, 2023 to consider and act upon amendments to the Code of Ordinances to adopt Chapter 119 entitled “Prohibited Consumption of Cannabis on Town-Owned Property”. **Motion is approved by a unanimous 5/0 vote.**

XII. Licenses:

- A. Consider, discuss and act upon approving a new Victualling License for Josephine’s Coffee Bar, Inc., d/b/a “Josephine’s Coffee Bar”, located at 19B Smith Avenue, as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit, the signatures of the Smithfield Fire Chief and Building Official and final approval from the RI Department of Health.**

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council approve a new Victualling License for Josephine’s Coffee Bar, Inc., d/b/a “Josephine’s Coffee Bar”, located at 19B Smith Avenue, as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit, the signatures of the Smithfield Fire Chief and Building Official and final approval from the RI Department of Health. **Motion is approved by a unanimous 5/0 vote.**

- B. Consider, discuss and act upon approving the renewal of thirteen (13) of Entertainment Licenses, 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**
- 2. Armenucci, LLC, d/b/a “Blackie’s Bulldog Tavern”, 280 George Washington Highway**
- 3. BZB Enterprises, Inc. d/b/a “Parente’s Family Restaurant”, 1114 Douglas Pike**
- 4. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4**
- 5. Chelo’s Steak House, Inc. d/b/a “Chelo’s Steak House”, 445 Putnam Pike**
- 6. Ditto, Inc. d/b/a “Fresco”, 181 George Washington Highway**
- 7. LJD, LLC d/b/a “Laura’s Bar and Grill”, 945 Douglas Pike**
- 8. Lavalley Foods, Inc., d/b/a “Everybody’s Pizzeria and Bar”, 970 Douglas Pike**
- 9. New Rainforest, LLC d/b/a “Twelve Acres”, 445 Douglas Pike**
- 10. Palio, Inc. d/b/a “Siena”, 400 Putnam Pike**
- 11. RNL Enterprise, LLC d/b/a “Coach’s Pub”, 329 Waterman Avenue**
- 12. Terrazza, LLC d/b/a “Terrazza”, 645 Douglas Pike**

13. The Last Resort, Inc. d/b/a “The Last Resort”, 325 Farnum Pike

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the renewal of thirteen (13) Entertainment Licenses, as listed, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

C. Consider, discuss and act upon approving the renewal of eight (8) Special Dance Licenses, 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
2. Armenucci, LLC d/b/a “Blackie’s Bulldog Tavern”, 280 George Washington Highway
3. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4
4. Ditto, Inc. d/b/a “Fresco”, 181 George Washington Highway
5. LJD, LLC d/b/a “Laura’s Bar and Grill”, 945 Douglas Pike
6. New Rainforest, LLC d/b/a “Twelve Acres”, 445 Douglas Pike
7. RNL Enterprise, LLC d/b/a “Coach’s Pub”, 329 Waterman Avenue
8. The Last Resort, Inc. d/b/a “The Last Resort”, 325 Farnum Pike

Motion is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of eight (8) Special Dance Licenses, as listed, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

D. Consider, discuss and act upon approving the renewal of thirty-seven (37) Victualling Only Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. A & W of Rhode Island, Inc. d/b/a “A & W”, 460 Putnam Pike
2. Ambition Nutrition, d/b/a “Make it Happen Nutrition”, 592 Putnam Pike, #34
3. B & B Hospitality, Inc. d/b/a “Sure Stay Plus by Best Western”, 355 George Washington Highway
4. Bacon N Beanz Café, LLC d/b/a “Bacon N Beanz Café”, 345 Waterman Avenue
5. Barnes & Noble Booksellers, Inc. d/b/a “Barnes & Noble #2082”, 371 Putnam Pike, Suite 330
6. Botan, LLC d/b/a “Wise Guys Deli”, 1201 Douglas Pike
7. Bryant Coffee, Inc. d/b/a “Dunkin Donuts”, 1150 Douglas Pike
8. CC Smithfield, Inc. d/b/a “Coffee Connection Smithfield”, 665 Douglas Pike, Unit A
9. CALM Enterprises, Inc. d/b/a “Del’s of Smithfield”, 115 Pleasant View Avenue
10. Card, Inc. d/b/a “Gigi’s Scoops”, 265 Putnam Pike

11. DE Foods, LLC d/b/a “Kentucky Fried Chicken/Taco Bell”, 421 Putnam Pike
12. DNL Food, Inc. d/b/a “Tin Tsin Restaurant”, 400K Putnam Pike
13. DTNT, LLC d/b/a “Edible Arrangements”, 375 Putnam Pike, Unit 24
14. Daniel Dumican d/b/a “Daily Catch Seafood of Smithfield”, 9 Cedar Swamp Road
15. Dave’s Fruitland, Inc. d/b/a “Dave’s Marketplace of Smithfield”, 4 Cedar Swamp Road
16. Dave’s Marketplace of Smithfield, Inc. d/b/a “Dave’s Marketplace”, 371 Putnam Pike, Suite 590
17. Excel Feeders, LLC d/b/a “Subway”, 445 Putnam Pike
18. Excel Holdings 17, LLC d/b/a “Hampton Inn and Suites Providence/Smithfield”, 945 Douglas Pike
19. Global Montello Group Corp. d/b/a “Alltown Smithfield”, 471 Putnam Pike
20. Howley Bread Group, LTD d/b/a “Panera Bakery Café”, 473 Putnam Pike
21. JM of Smithfield, LLC d/b/a “Jersey Mike’s Subs”, 473 Putnam Pike
22. J & M Way Enterprises, Inc. d/b/a “Island Fin Poke Company”, 445 Putnam Pike
23. LNP Enterprises, Inc. d/b/a “Domino’s Pizza”, 375 Putnam Pike, Unit 25
24. Maria Paloukas d/b/a “Papa’s Roast Beef & Pizza”, 314 Waterman Avenue
25. New England Authentic Eats, LLC d/b/a “D’Angelo Sandwich Shop”, 375 Putnam Pike
26. Newport Creamery, LLC #12, d/b/a “Newport Creamery #12”, 568 Putnam Pike
27. Popovo, LLC d/b/a “Athens Pizza House”, 1 Austin Avenue
28. Powder Mill Creamery and Coffee Roasters, d/b/a “Powder Mill Creamery & Coffee Roasters”, 777 Putnam Pike
29. Princes & Sons Pizza, Inc. d/b/a “Depetrillo’s Pizza & Bakery”, 105 Pleasant View Avenue
30. Quicket’s, Inc. d/b/a “Quicket’s”, 285 George Washington Highway
31. Slice and Scoop, Inc. d/b/a “Slice and Scoop”, 665 Douglas Pike, Unit B
32. Smithfield Hospitality, LLC d/b/a “Holiday Inn Express & Suites”, 1010 Douglas Pike
33. Smithfield Senior Center, 1 William J. Hawkins, Jr. Trail
34. St. Philip Church, 622 Putnam Pike
35. Starbucks Corporation d/b/a “Starbucks Coffee #17343”, 400 Putnam Pike
36. The Stop & Shop Supermarket Co., LLC d/b/a “Stop & Shop Supermarket #705”, 446 Putnam Pike

37. Vibe Nutrition RI, LLC d/b/a “Vibe Nutrition, LLC”, 285 George Washington Highway

Motion is made by Member Kilduff, seconded by Member Iannotti, that the Smithfield Town Council approve the annual renewal of thirty-seven (37) Victualling Only Licenses, as listed, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

E. Consider, discuss and act upon approving one (1) One-Day Beer/Wine License for the Smithfield Senior Center as follows:

- **Christmas Party to be held on Thursday, December 8, 2022 from 12:00 p.m. to 3:00 p.m.**

The party will take place at the Smithfield Senior Center, 1 William J. Hawkins, Jr. Trail from 12:00 p.m. to 3:00 p.m., as, applied, subject to all State regulations and local ordinances.

Motion is made by Member Toppi, seconded by Member Tassoni, that the Smithfield Town Council approve one (1) One-Day Beer/Wine License as follows:

- **Christmas Party to be held on Thursday, December 8, 2022 from 12:00 p.m. to 3:00 p.m.**

The party will take place at the Smithfield Senior Center, 1 William J. Hawkins, Jr. Trail from 12:00 p.m. to 3:00 p.m., as, applied, subject to all State regulations and local ordinances.

Motion is approved by a unanimous 5/0 vote.

F. Consider discuss and act upon approving one (1) One-Day Beer/Wine License for the Smithfield Senior Center as follows:

- **Christmas Brunch to be held on Friday, December 16, 2022 from 11:00 a.m. to 1:00 p.m.**

The party will take place at the Smithfield Senior Center, 1 William J. Hawkins, Jr. Trail from 11:00 a.m. to 1:00 p.m., as, applied, subject to all State regulations and local ordinances.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve one (1) One-Day Beer/Wine License as follows:

- **Christmas Brunch to be held on Friday, December 16, 2022 from 11:00 a.m. to 1:00 p.m.**

The party will take place at the Smithfield Senior Center, 1 William J. Hawkins, Jr. Trail from 11:00 a.m. to 1:00 p.m., as, applied, subject to all State regulations and local ordinances.

Motion is approved by a unanimous 5/0 vote.

- G. Consider, discuss and act upon the approving the annual renewal of a Private Detective License for Mark Matteo, 12 Mountaintale Road, Smithfield, RI, as applied, subject to compliance with all State regulations and local ordinances.**

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the annual renewal of a Private Detective License for Mark Matteo, 12 Mountaintale Road, Smithfield, RI, as applied, subject to compliance with all State regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- H. Consider, discuss and act upon approving a new Massage Establishment License for Chalom Mac Dermott d/b/a “Massage Nirvana & Bodywork”, 29 Smith Avenue, as applied, subject to compliance with all State regulations and local ordinances.**

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council approve a new Massage Establishment License, as applied, subject to compliance with all state regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- I. Consider, discuss and act upon approving a new Massage Therapy License for Chalom Mac Dermott to conduct Therapeutic Massage at “Massage Nirvana & Bodywork”, 29 Smith Avenue, as applied, subject to compliance with all State regulations and local ordinances.**

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve a new Massage Therapy License for Chalom Mac Dermott to conduct Therapeutic Massage at “Massage Nirvana & Bodywork”, 29 Smith Avenue, as applied, subject to compliance with all State regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- J. Consider, discuss and act upon approving a new Victualling Only License for Brewology, LLC d/b/a “Brewology”, located at 101 Pleasant View Avenue, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 2:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health.**

The owner of “Brewology”, Albert Gizzarelli, is present and explains that he has received his Retail Sales Permit, final inspections, and on Friday, December 9, 2022 the Health Department will be coming to complete their inspection.

Acting Town Clerk Antonuccio confirms receipt of the Retail Sales Permit.

Member Iannotti questions if this location will be a drive-thru. Mr. Gizzarelli states that this location will have a drive-thru or you can place orders inside the gas station. Member Iannotti also questions if a Special Use Permit was needed by the Zoning Board. Mr. Gizzarelli states that the owner of the gas station had already applied for a Special Use Permit, therefore, it was already in place when he rented the space.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve a new Victualling Only License for Brewology, LLC d/b/a “Brewology”, located at 101 Pleasant View Avenue, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 2:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health. **Motion is approved by a unanimous 5/0 vote.**

XIII. Old Business: None

XIV. New Business:

- A. Consider, discuss, and act upon authorizing an abatement of a portion of the 2022 sewer usage fee to an annual amount of three thousand, four hundred and twelve dollars and fifty cents (\$3,412.50) for the property located at 440 George Washington Highway (AP 48, Lot 6).**

Town Manager Rossi explains that this matter was brought before the Sewer Authority who recommends passage. Town Manager Rossi further explains that this property was realized to have connected to the Town’s sewer line, but not discharging into our system. Town Manager Rossi also explains that after a review and performing calculations, the final result was a total of \$3,412.50.

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council hereby authorizes an abatement of a portion of the 2022 sewer usage fee to an annual amount of three thousand, four hundred and twelve dollars and fifty cents (\$3,412.50) for the property located at 440 George Washington Highway (AP 48, Lot 6). **Motion is approved by a unanimous 5/0 vote.**

- B. Consider, discuss, and act upon authorizing a contract with Quadient, through Sourcewell Contract #011322-QDT, for a cost of \$189.86 per month for a 60 month lease of a postage machine.**

Town Manager Rossi explains that the Town is nearing the end of its term with Pitney Bowes, and Quadient is offering the same quality and technology with a savings of \$320.28 per quarter.

Member Toppi questions if the Town only considers cost when issuing an RFP or are reviews and referrals also taken into consideration. Town Manager Rossi states that a combination of things are taken into consideration when issuing an RFP. For this particular item, the Sourcewell Contract, which is a collaborative purchasing group, was used to qualify the vendors and the best pricing. Town Manager Rossi further states that the Purchasing Agent contacts references and reviews to ensure the product quality.

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council hereby awards the contract for the 60 month postage machine lease to Quadient under Sourcewell Contract #011322-QDT at a cost of \$189.86/month or \$569.58 quarterly, which includes maintenance, meter rental and postal rate updates for the full term of the lease.

Motion is approved by a unanimous 5/0 vote.

C. Consider, discuss, and act upon authorizing a contract with Casey E.M.I., through the RI Master Price Agreement #364, for Town Hall carpeting replacement in an amount not to exceed twenty-nine thousand, nine hundred and fifty dollars and zero cents (\$29,950.00).

Town Manager Rossi explains that the Purchasing Agent submitted a quote request to four (4) vendors listed on the MPA, and Casey E.M.I. had performed successful work with the Town in the past. Town Manager Rossi further explains that these areas in the town hall have “seen better days”, and the money has been saved in the prior capital for town hall improvements.

Member Iannotti questions if this is being funded through the capital budget. Town Manager Rossi states that the money is from prior capital years, and the work was never done. Town Manager Rossi assures Member Iannotti that this is not part of this year’s budget.

Member Iannotti questions if this was part of the capital plan. Town Manager Rossi states this was a part of the capital plan over the years.

Member Toppi questions when the carpets were replaced last. Town Manager Rossi states that it was approximately twenty (20) years ago.

Motion is made Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council hereby award the project of carpet/flooring replacement in the Town Manager and Executive Assistant Offices, Finance Director, Building/Zoning, Planning & Engineering Offices, using Casey E.M.I. a vendor listed in RI MPA 364, for a cost not to exceed \$29,950.00. **Motion is approved by a 5/0 vote.**

D. Consider, discuss, and act upon authorizing a contract with M.E. O’Brien & Sons, through the Massachusetts Higher Education Consortium, for purchase of an amphitheater for Deerfield Park in an amount not to exceed one hundred eighteen thousand, four hundred and sixty dollars and zero cents (\$118,460.00).

Town Manager Rossi explains that the Town reached out to numerous vendors across the country to find one that would produce an amphitheater to the Town’s specifications, look, and most in importantly, the cost. Town Manager Rossi further explains this would be a pre-made product, and this vendor is also offering it at the lowest price. Town Manager Rossi also explains this is the vendor that was used for the splash pad, and the Town is happy with their service.

Town Manager Rossi states that this vendor will have engineers on staff that will certify the area. Town Manager Rossi further states that this project will be funded by the RI Commerce Placemaking Grant that the Town received.

President Lawton questions the timeline. Town Manager Rossi states that once they are given the go ahead, and taking into consideration the build time, the plan is to have it open in time for the

summer concert series. Town Manager Rossi will update the council when he sees the building being put together.

Member Toppi questions how the remaining grant funds are being used. Town Manager Rossi states that part of the grant is for a portable stage, concession stand lighting, additional site work and a potential small sound system.

Member Toppi also questions the cost of the in-house team to construct the amphitheater. Town Manager Rossi states he will not know the “soft cost” until he receives the final plans for the site.

Member Iannotti questions if the Town will install the amphitheater. Town Manager Rossi states that the Town will install it and there are tradesmen that have volunteered to help.

Frank O’Connell of 37 Lakeside Drive asks if this structure is made of cloth/fabric. Town Manager Rossi states that it is a wooden structure.

Member Toppi questions the type of wood being used. Town Manager Rossi states does not recall the type of wood.

Edward Demayo of 75 Whipple Road questions the dimensions of the structure. Town Manager Rossi states that the amphitheater is 40’x30’ and the stage itself is 40’x 20’.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council hereby awards the amphitheater project to M.E. Obrien at a cost not to exceed \$118,460.00. **Motion is approved by a unanimous 5/0 vote.**

E. Consider, discuss, and act upon a bid award for the purchase of tax administration and tax collection software.

Tax Assessor Christopher Celeste explains that his office currently has aging tax administration software, and an RFP was placed which rendered two (2) bids were received, one of which was from the current vendor Vision Government Solutions, and the other from QDS. Assessor Celeste further explains that a committee reviewed the bids using a point system, QDS received the most points and was the lowest bidder.

Member Iannotti questions the hosting because of the \$26,000 fee associated with it. Assessor Celeste assures the members that the Town will not be utilizing the cloud hosting.

Member Iannotti also questions if this is part of the regular budget, and if the Town currently pays for this type of service. Assessor Celeste states that the Town pays for maintenance fees with the existing software, and those fees are very close in price with the new software. Assessor Celeste further states that there is an implementation which is an addition to the normal budget.

Member Iannotti also questions if the price is paid by one (1) department or are other departments paying a portion for their usage. Assessor Celeste states that there is a budget line item that covers software. Town Manager Rossi states that there is line item for town-wide computer operations.

Member Toppi questions if this software works the same way as Vision, which she uses all the time. Assessor Celeste states that Vision Appraisals is for the property values, and this software would be for billing/collection system. Assessor Celeste further states that after the values are generated those figures will be “bridged” into the administration system to create the bills.

Motion is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council award the purchase of tax administration & collection software to the best qualified vendor Quality Data Service, Inc. (QDS) with a five (5) year grand total cost of \$122,550.000.

Motion is approved by a unanimous 5/0 vote.

- F. Consider, discuss, and act upon authorizing a contract with Vortex Inc., through the RI Master Price Agreement #194, for asbestos consulting services for the Gallagher Middle School and High School boiler rooms in an amount not to exceed twelve thousand, eight hundred fifty dollars and zero cents (\$12,850.00).**

Town Manager Rossi explains that this item was brought before the Boyle Building Committee on November 3, 2022 and brought forth with the Stage II proposal for the HVAC and Boyle Complex work. Town Manager Rossi further explains that this contract would be for cleaning up the asbestos and other materials in the boiler rooms.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council hereby authorizes the Boyle Building Committee and the Smithfield School Department to enter into a contract with Vortex, Inc. located in Warwick, RI utilizing the State of RI MPA 194 for the two (2) service proposals at Gallagher Middle School and Smithfield High School with a total combined cost not to exceed \$12,850.00. Additionally, both proposals will charge a mandatory Asbestos Abatement Plan Application fee imposed by the RI Department of Health, the cost will depend on the quantity of asbestos requiring abatement. **Motion is approved by a unanimous 5/0 vote.**

- G. Consider, discuss, and act upon approving the 2023 Town Council meeting schedule.**

Town Manager Rossi explains that based on the proposed calendar, the council can, at any point, address these dates.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council hereby approves the 2023 Town Council meeting schedule as presented. **Motion is approved by a unanimous 5/0 vote.**

- H. Consider, discuss, and act upon approving tax abatements in the amount of nineteen thousand, five hundred seventy-one dollars and twelve cents (\$19,571.12).**

Tax Assessor Christopher Celeste explains that this amount encompasses appeals and businesses that were inactive and did not notify the Town.

Motion is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the tax abatements in the amount of \$19,571.12. **Motion is approved by a unanimous 5/0 vote.**

XV. Public Comment

Town Manager Rossi reminds everyone about the National Honor Society event being held on Saturday, December 10, 2022 from 4:00 p.m. to 6:00 p.m.

Member Iannotti states that he and Town Manager Rossi went to the ribbon cutting at “Island Fin Poke” located in Apply Valley Mall, and he urges everyone to try it because it is a cool place.

XVI. Adjournment

Motion is made by Member Kilduff, seconded by Member Tassoni, to adjourn the meeting. **Motion is approved by a unanimous 5/0 vote.**

Meeting adjourns at 7:50 p.m.

Acting Town Clerk

MINUTES OF SMITHFIELD TOWN COUNCIL MEETING

Date: Tuesday, December 20, 2022

Place: Smithfield Senior Center

Time: 7:00 P.M.

Present:

Town Council President T. Michael Lawton
Town Council Member Sean M Kilduff
Town Council Member Michael P. Iannotti
Town Council Member Rachel S. Toppi
Town Council Member John J. Tassoni, Jr.
Town Manager Randy R. Rossi
Town Solicitor Anthony Gallone (excused)
Acting Town Clerk Lyn M. Antonuccio

- I. President Lawton calls the Tuesday, December 20, 2022 Smithfield Town Council Meeting to order at 7:00 p.m.**
- II. President Lawton offers a prayer**
- III. Salute to the flag.**
- IV. Emergency Evacuation and Health Notification**
- V. Presentations:**

A. Smithfield Samaritan – Sandra Achilles

President Lawton explains that the Samaritan Program encourages anyone in the community to self-nominate or submit a name to the Town Manager resident or business in Town who is doing or performed, and act of kindness/good deed that is notable or charitable.

President Lawton states that the nominator, who wishes to remain anonymous, explains that Ms. Achilles has been gifting flowers from her garden to residents of the Town throughout the summer and fall. Ms. Chaput further explains Ms. Achilles gave away over four hundred (400) vases of flowers by posting her offering via Facebook.

President Lawton further states that Ms. Achilles is also wonderful at preserving and curating Smithfield's history through her work with the Smith Appleby House and her collection of Esmond Mill blanket; she is a true historian.

Ms. Achilles is presented with a citation from the Town Council.

B. Smithfield Sentinel Football Team – 2022 Division IV State Champions

President Lawton states that the council would like to acknowledge their tremendous season going 11-0, undefeated, for the first time in school history. This team at 90+ players and coaches which shows their Sentinel pride.

President Lawton further states that the team accomplished the following:

- Their defense held their opponents an average of one (1) touchdown a game, including in the playoffs and Super Bowl, while their offense was #1 in their division in scoring.
- They had ten (10) players selected to All-Division and six (6) players 1st team All-Division.
- They had twenty-three players qualify for the All- Academic team.

President Lawton also explains that the man leading these student athletes is Glen Castiglia, who was named Coach of the Year.

President Lawton states that Bill Parcels was quoted as saying “individuals play the game, but teams win championships”, and that is what this 2022 Smithfield High School football team did.
Town Manager Rossi

IV. Minutes:

A. Move that the minutes of the December 6, 2022 open session meeting be approved as recorded.

Motion is made by Member Tassoni, seconded by Member Toppi that that December 6, 2022 open session meeting be approved as recorded. **Motion is approved by a unanimous 5/0 vote.**

V. Consider, discuss and act upon the following possible appointments and reappointments: None

VI. Public Hearings:

A. Schedule a public hearing on January 17, 2023 to consider and act upon amendments to the Code of Ordinances to amend Chapter 118 entitled “Alcoholic Beverages”, Article II “Licenses”, Section 118-2 “Number of Licenses

Motion is made by Member Tassoni, seconded by Member Iannotti, that the Smithfield Town Council hereby authorizes a Public Hearing on Tuesday, January 17, 2023 to consider a Liquor License Ordinance Amendment to Chapter 118: Alcoholic Beverages, Article II, Licenses, Section 118-2, Number of Licenses. **Motion is approved by a unanimous 5/0 vote.**

B. Conduct a public hearing to consider, discuss, and act upon approving 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 RI Division of Taxation.

President Lawton declares the Public Hearing open.

INTOXICATING BEVERAGE LICENSE RENEWALS 2022-2023

CLASS B-VICTUALLER BEVERAGE LICENSES

1. Chipotle Mexican Grill of Colorado, LLC d/b/a “Chipotle Mexican Grill”, 473 Putnam Pike (approved for outdoor bar service)
2. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 9 Cedar Swamp Road (approved for outdoor bar service)
3. Uno Restaurants, LLC d/b/a “Uno Pizzeria & Grill”, 371 Putnam Pike, Suite 200
4. Yamato Steakhouse Smithfield, Inc. d/b/a “Yamato Steakhouse of Japan”, 375 Putnam Pike, Unit 30

CLASS D- BEVERAGE LICENSE

1. Smithfield Elks #2359, 326 Farnum Pike

Hearing no comments, President Lawton closes the Public Hearing.

Motion is made by Member Tassoni, seconded by Member Toppi, to continue the renewal of “Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, to January 17, 2023. **Motion is approved by a unanimous 5/0 vote.**

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the annual renewal of the following Intoxicating Beverage Licenses, as listed, as applied, subject to compliance with all state regulations, local ordinances, and a Certificate of Good Standing from the RI Division of Taxation.

CLASS B-VICTUALLER BEVERAGE LICENSES

1. Chipotle Mexican Grill of Colorado, LLC d/b/a “Chipotle Mexican Grill”, 473 Putnam Pike (approved for outdoor bar service)
2. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 9 Cedar Swamp Road (approved for outdoor bar service)
3. Uno Restaurants, LLC d/b/a “Uno Pizzeria & Grill”, 371 Putnam Pike, Suite 200
4. Yamato Steakhouse Smithfield, Inc. d/b/a “Yamato Steakhouse of Japan”, 375 Putnam Pike, Unit 30

CLASS D- BEVERAGE LICENSE

1. Smithfield Elks #2359, 326 Farnum Pike

Motion is approved by a unanimous 5/0 vote.

Town Manager Rossi reminds the members that the continued Public Hearing for “Copperfield’s” will take place on January 17, 2023 at 7:00 p.m. in the Town Council chambers.

- C. Conduct a public hearing to consider, discuss, and act upon approving the transfer of a Class A Beverage License from Mac's Liquor Mart, Inc. d/b/a "Mac's Liquor Mart", 200 Pleasant View Avenue to Mac's Liquor, Inc. d/b/a "Mac's Liquor Mart", with the hours of operation to be Monday through Saturday from 9:00 a.m. to 10:00 p.m. and Sunday from 10:00 a.m. to 6:00 p.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation and a copy of the Retail Sales Permit.**

President Lawton declares the Public Hearing open.

Attorney Ian Hedges, representing "Mac's Liquor Mart", explains that Mahendra Patel is the sole shareholder and sole officer of the corporation holding the license. Attorney Hedges further explains that Mr. Patel has significant retail experience, and owned/operated a convenience store for approximately twenty-five (25) years.

Attorney Hedges also explains that there will be no physical changes to the liquor store, and the majority of the employees will remain working there, and the buyer has agreed with the landlord in terms of the lease.

Hearing no further comments, President Lawton closes the Public Hearing.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the transfer of a Class A Beverage License from Mac's Liquor Mart, Inc. d/b/a "Mac's Liquor Mart", 200 Pleasant View Avenue to Mac's Liquor, Inc. d/b/a "Mac's Liquor Mart", with the hours of operation to be Monday through Saturday from 9:00 a.m. to 10:00 p.m. and Sunday from 10:00 a.m. to 6:00 p.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation and a copy of the Retail Sales Permit. **Motion is approved by a unanimous 5/0 vote.**

- D. Conduct a public hearing to consider, discuss, and act upon approving a new Class B-Victualler License for Cedar Spill Group d/b/a "Cedar Spill", 566 Putnam Pike, to include outdoor seating/bar service, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation, a copy of the Retail Sales Permit, copy of TIP Cards and final approval from the RI Department of Health.**

President Lawton declares the Public Hearing open.

Hearing no further comments, President Lawton closes the Public Hearing.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve a new Class B-Victualler License for Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, to include outdoor seating/bar service, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation, a copy of the Retail Sales Permit, copy of TIP Cards and final approval from the RI Department of Health. **Motion is approved by a unanimous 4/1 vote. Member Kilduff votes nay.**

- E. Conduct a public hearing to consider, discuss, and act upon approving a new Class B-Victualler License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria Y Tequila”, 55 Douglas Pike, to include outdoor seating/bar service, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation, a copy of the Retail Sales Permit, copy of TIP Cards, the signature of the Smithfield Building Official and final approval from the RI Department of Health.**

President Lawton declares the Public Hearing open.

Frank Manfredi, Jr., the owner of “El Taco Loco” explains that this restaurant will have the same concept as “Lola’s Lounge”, with the exception of new décor and a new menu. Mr. Manfredi further explains that he and his partner have thirty-five (35) years of experience in the restaurant business and currently hold other Liquor and Entertainment Licenses in Providence.

Hearing no further comments, President Lawton closes the Public Hearing.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve a new Class B-Victualler License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria Y Tequila”, 55 Douglas Pike, to include outdoor seating/bar service, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a Certificate of Good Standing from the RI Division of Taxation, a copy of the Retail Sales Permit, copy of TIP Cards, the signature of the Smithfield Building Official and final approval from the RI Department of Health. **Motion is approved by a unanimous 5/0 vote.**

IX. Licenses:

- A. Consider, discuss, and act upon approving a new Holiday Sales License for Mac’s Liquor, Inc. d/b/a “Mac’s Liquor Mart”, 200 Pleasant View Avenue, as applied, subject to compliance with all state regulations, local ordinances and a copy of the Retail Sales Permit.**

Motion is made by Member Kilduff, seconded by Member Tassoni, that the Smithfield Town Council approve a new Holiday Sales License for Mac’s Liquor, Inc. d/b/a “Mac’s Liquor Mart”, 200 Pleasant View Avenue, as applied, subject to compliance with all state regulations, local ordinances and a copy of the Retail Sales Permit. **Motion is approved by a unanimous 5/0 vote.**

- B. Consider, discuss, and act upon approving a new Victualling License for Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health.**

Motion is made by Member Kilduff, seconded by Member Tassoni, that the Smithfield Town Council approve a new Victualling License for Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health. **Motion is approved by a unanimous 5/0 vote.**

- C. Consider, discuss, and act upon approving a new Victualling License for El Taco Loco, LLC, d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health.**

Motion is made by Member Kilduff, seconded by Member Tassoni, that the Smithfield Town Council approve a new Victualling License for El Taco Loco, LLC, d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, with the hours of operation to be Monday through Sunday from 6:00 a.m. to 1:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, a copy of the Retail Sales Permit and final approval from the RI Department of Health. **Motion is approved a unanimous 5/0 vote.**

- D. Consider, discuss, and act upon approving a new Entertainment License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, as applied, subject to compliance with all State regulations and local ordinances.**

Motion is made by Member Kilduff, seconded by Member Tassoni, that the Smithfield Town Council approve a new Entertainment License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, as applied, subject to compliance with all State regulations and local ordinances. **Motion is approved by a unanimous 5/0 vote.**

- E. Consider, discuss, and act upon approving a new Special Dance License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, as applied, subject to compliance with all State regulations, local ordinances and the signatures of the Smithfield Fire Chief and owner of premises.**

Motion is made by Member Kilduff, seconded by Member Toppi, that the Smithfield Town Council approve a new Special Dance License for El Taco Loco, LLC d/b/a “Don El Diablo Taqueria & Tequila”, 55 Douglas Pike, as applied, subject to compliance with all State regulations, local ordinances, and the waiving of the one dollar (\$1.00) fee. **Motion is approved**

by a unanimous 5/0 vote.

- F. Consider, discuss, and act upon approving the renewal of one (1) of Entertainment License, as applied, subject to compliance with all State regulations and local ordinances:**

- 1. Copperfield's Inc., d/b/a "Copperfield's Bar & Grill", 9 Cedar Swamp Road**

Motion is made by Member Iannotti, seconded by Member Toppi, that the Smithfield Town Council table this agenda item to January 17, 2023. **Motion is approved by a unanimous 5/0 vote.**

- G. Consider, discuss, and act upon approving the renewal of six (6) Victualling Only Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:**

- 1. ALG 33 Enterprises, Inc. d/b/a "Piezoni's", 259 Putnam Pike**
- 2. Café Such a Bagel Too, Inc. d/b/a "Café Such a Bagel Too", 285 George Washington Highway**
- 3. Darshan Gandhi d/b/a "Home 2 Suites", 944 Douglas Pike**
- 4. New England Authentic Eats d/b/a "Papa Gino's", 400 Putnam Pike**
- 5. Pat & Mike's Bagels, LLC d/b/a "Café Such a Bagel", 445 Putnam Pike, Unit 8**
- 6. Speedway, LLC d/b/a "Speedway #02821", 263 Putnam Pike**

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council approve the annual renewal of six (6) Victualling Only Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. ALG 33 Enterprises, Inc. d/b/a "Piezoni's", 259 Putnam Pike
2. Café Such a Bagel Too, Inc. d/b/a "Café Such a Bagel Too", 285 George Washington Highway
3. Darshan Gandhi d/b/a "Home 2 Suites", 944 Douglas Pike
4. New England Authentic Eats d/b/a "Papa Gino's", 400 Putnam Pike
5. Pat & Mike's Bagels, LLC d/b/a "Café Such a Bagel", 445 Putnam Pike, Unit 8
6. Speedway, LLC d/b/a "Speedway #02821", 263 Putnam Pike

Motion is approved by a unanimous 5/0 vote.

X. Old Business: None

XI. New Business:

- A. Consider, discuss, and act upon authorizing the Town Manager to enter into a 36-month contract, through the RI Master Price Agreement #308, with Cox Communications for internet and voice services at all Town Department locations.**

Town Manager Rossi explains that is a renewal and reconfiguration of the Town's equipment and internet speeds at all of the facilities, and the latest technology. Town Manager Rossi further explains that the Town will realize a \$3,060.24 annually in comparison to the current bill. Town Manager Rossi also explains that at the same time the equipment will be also be replaced, however, time is of the essence because Cox Communications is set to increase all of their fees, and this contract will protect the Town from future increases.

Member Toppi questions if other vendors were considered. Town Manager Rossi states that the other internet company has great wireless services, but they do not cater to government agencies.

Member Iannotti questions if new equipment will be included. Town Manager Rossi states that they will be replacing all of the phones at the town hall and DPW in addition to the new equipment.

Motion is made by Member Tassoni, seconded by Member Kilduff, that the Smithfield Town Council authorizes the Town Manager to enter a 36-month contract through RI Master Price Agreement 308, with Cox Communications at 6205-B Peachtree Dunwoody Road, Northeast Atlanta, GA 30328, for internet and voice services at all Town locations. **Motion is approved by a unanimous 5/0 vote.**

XII. Public Comment. None

XIII. Adjournment.

Motion is made by Member Kilduff, seconded by Member Toppi to adjourn the meeting. **Motion is approved by a unanimous 5/0 vote.**

Meeting adjourns at 7:26 p.m.

Acting Town Clerk



memorandum

DATE: December 1, 2022

TO: Smithfield Town Council

FROM: Randy R. Rossi, Town Manager

RE: Code of Ordinance Amendment to Adopt Chapter 119 entitled “Prohibited Consumption of Cannabis on Town-Owned Property”

Rhode Island General Law allows for any city or town to adopt ordinances that ban or impose restrictions on the smoking or vaporizing of cannabis products in public places. This Code of Ordinance amendment is being proposed to combat the use of cannabis in public on Town-owned property.

MOTION:

That the Smithfield Town Council hereby authorizes amendments to the Code of Ordinances to Adopt Chapter 119 entitled “Prohibited Consumption of Cannabis on Town-Owned Property”.

Section 1. The Town of Smithfield Code of Ordinances Part II, General Legislation is hereby amended by adding thereto Chapter 119 entitled “Prohibited Consumption Of Cannabis On Town Owned Property “

Section 119-1. Prohibited Consumption of cannabis on Town owned property.

A. Authorization

1. Under Rhode Island General Laws §21-28.11-16(4)b. “Local control,” any city or town may adopt ordinances that ban or impose restrictions on the smoking or vaporizing of cannabis products in public places.

B. Definitions

1. For the purposes of this section, the following terms have the following meanings:
 - i. Public Place - Any place to which the public or a substantial group of persons has access and/or view. A "public place" includes, but shall not be limited to public ways, streets, sidewalks, walkways, alleys or alleyways, highways, bridges, overpasses, parking lots, municipal buildings, municipal parking lot facilities, municipal parking lot ramps, vacant or undeveloped lots, transportation facilities, parks, pools, plazas, building facades, stairwells, alcoves, doorways, entranceways, pedestrian malls, playgrounds, places of amusement, hallways, lobbies, and other portions of apartment houses and hotels not constituting rooms or apartments designed for actual residence.
 - ii. Smoke or vaporize – inhaling, exhaling, burning or carrying any lighted or vaporized cannabis in any manner or form.
 - iii. Cannabis products - products that have been manufactured and contain cannabis or an extract from cannabis, including concentrated forms of cannabis and products composed of cannabis and other ingredients that are intended for use or consumption, including oils.

C. Enforcement

1. No person shall smoke or vaporize in any public place.
2. Nothing in this section shall preclude the Town of Smithfield or any law enforcement officer of any jurisdiction from charging an offender for a violation of any other applicable law or ordinance arising from the offender’s prohibited conduct.
3. Nothing in this section shall be construed to prohibit the transportation of cannabis or cannabis products.

D. Penalties

1. Any person who violates this section is liable for a fine of \$100.00 for the first offense and \$150.00 for each subsequent offense.

Section 2. This ordinance shall take effect thirty (30) days after its adoption.



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chairman

Ernest E. Powers, Vice Chairman

Louis Catarina, Secretary

December 20, 2022

MEMORANDUM

TO: Smithfield Town Council

FROM: 
J. Kevin McNelis, Chairman
Smithfield Sewer Authority

RE: **Sewer Authority Annual Sewer Billing
Consideration of Quarterly Billing Structure
Scheduling of Public Hearing**

Honorable Town Council;

Enclosed please find a recommendation for authorization to amend the ordinance pertaining to the imposition of annual sewer user charges to enable quarterly sewer use payments to the Town of Smithfield.

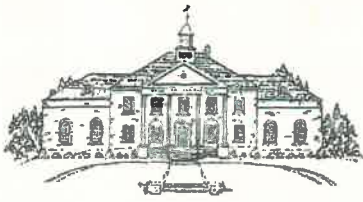
Said method of payments is expected to reduce non-payment incidences and allow for ease of sewer payments throughout the fiscal year.

At this time the Sewer Authority requests the Town Council consider scheduling of a public hearing for the proposed sewer use ordinance amendments to chapter 294-16, Imposition of annual sewer usage charge, as drafted.

Moved: The Smithfield Town Council hereby schedules a public hearing on February 7, 2023 to consider and act upon amendments to the Code of Ordinances to amend Chapter 294 entitled "Sewers", Section 16-Imposition of Annual Sewer Use Charges.

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Anthony Gallone, Esq., Town Solicitor
Kevin Cleary, PE, Town Engineer
Sharon Gilmore, Finance Dept.

Enclosures: Draft Ordinance Amendment Art. III Sec. 294-16
Town Engineer memorandum to Sewer Authority



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chairman


Ernest E. Powers, Vice Chairman

Louis Catarina, Secretary

December 7, 2022

MEMORANDUM

TO: Smithfield Sewer Authority

FROM: 
Kevin Cleary, PE, LSIT
Town Engineer

Sewer Authority - 12/14/2022

Motion: Ernest Powers

Second: Louis Catarina

Vote: 3-0

RE: **Sewer Authority Annual Sewer Billing
Consideration of Quarterly Billing Structure**

Dear Sewer Authority Members;

A recommendation has recently been put forth by the Councilman John Tassoni for the Sewer Authority to consider amendments to the annual sewer use billing to setup and allow for quarterly payments by the sewer fund rate payers.

The annual sewer use bill sent out by the Finance Department can be issued in such a way, similar to that of the property tax billing, for quarterly payments by the users to pay sewer usage charges over the course of the fiscal year. This proposed method of revenue into the sewer fund does however eliminate the front load method of financing the annual operation, maintenance and capital costs associated with the fund that the revenue is used for, but is realistic as sewer fund expenses typically occur throughout the fiscal year. The proposed method of payment also enables a manageable payment structure for the users throughout the fiscal year which is expected to reduce the number of non-payment activity that occurs with collections.

Moved: The Smithfield Sewer Authority hereby recommends the Smithfield Town Council consider and act upon authorization of a quarterly sewer payment structure for annual sewer usage billing starting in FY2024.

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Danielle Carey, Finance Director
Sharon Gilmore, Finance Dept.

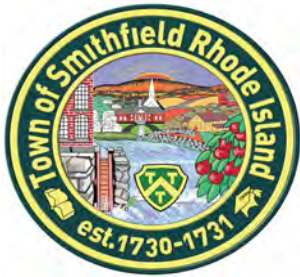
Article III

Section 1. Section 294-16 of the Town of Smithfield Code of Ordinances in Chapter 294 entitled “Sewers” is hereby amended as follows.

§ 294-16 **Imposition of annual sewer user charge.**

An annual sewer user charge will be imposed upon every person whose premises are served by the sanitary sewer system of the Town for the purpose of defraying costs of operation and maintenance of the publicly owned facilities. The method used for charges will be based upon a unit charge. A unit is equal to 200 gallons per day. *Every person incurring a sewer use charge shall have the option to pay said charge in full upon the issuance of the bill or alternatively in four quarterly installments due in September, December, March, and June.*

Section 2. This ordinance amendment shall take effect thirty (30) days after its adoption.



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: Annual Renewal of Intoxicating Beverage Licenses for the January 3rd Town Council Meeting

BACKGROUND:

Intoxicating Beverage Licenses are due for renewal. There are several more businesses that have submitted completed paperwork, but have not yet received their Certificate of Good Standing.

TOWN REVENUE:

The cost to renew a Class A Retailer's Beverage License is \$1,000.00. The cost to renew a Class B-Victualler and Class BV-Limited License is \$600.00. The cost to renew the C-Bar License is \$600.00. The cost to renew a Class D Club License is \$200.00.

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 the following Intoxicating Beverage Licenses, as listed, as applied, subject to compliance with all State regulations, local ordinances, and a Certificate of Good Standing from the RI Division of Taxation.

CLASS B-VICTUALLER BEVERAGE LICENSES

1. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike (approved for outdoor bar service)
2. Douglas Eatery, LLC d/b/a “Twin River Pizzeria, Crazy Wings, Thai Café”, 55 Douglas Pike (approved for outdoor bar service)
3. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road (approved for outdoor bar service)
4. Ichiraku, LLC d/b/a “Ichiraku Ramen and Fusion”, 970 Douglas Pike (approved for outdoor bar service)



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

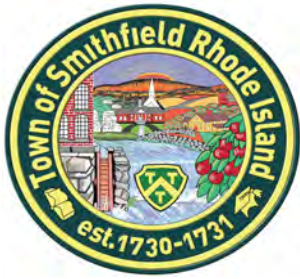
FROM: Carol Banville – License Coordinator

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, 2023, to consider the possible suspension, revocation, or other sanction regarding the Liquor Licenses on the following listed establishments due to non-compliance with the conditions of renewal:

1. DLA, LLC d/b/a “Parma Ristorante”, 266 Putnam Pike, Unit 1 (Failure to produce a Certificate of Good Standing, a copy of TIP Cards and outstanding tangible taxes)
2. Rebel Alliance Group, LLC d/b/a “Bistecca Chop House”, 332 Farnum Pike (Failure to obtain a Certificate of Good Standing, copy of TIP Cards, copy of food license, copy of the Retail Sales Permit and outstanding tangible taxes)
3. Rogue Squadron Group, LLC d/b/a “Tavolo Wine Bar & Tuscan Grille”, 970 Douglas Pike, Building C (Failure to produce a Certificate of Good Standing)
4. Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, (Failure to pay outstanding tangible taxes)
5. Val’s English Tea & Pie Shop, LLC d/b/a “Val’s English Tea & Pie Shop”, 466 Putnam Pike, Unit 1 (Failure to produce a copy of the Retail Sales Permit, copy of the food license and a copy of the TIP Cards)



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

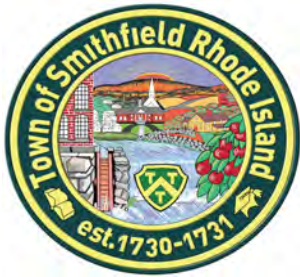
SUBJECT: Schedule a Show-Cause Hearing for the January 17th Town Council Meeting

RECOMMENDED MOTION:

Motion to authorize a Show-Cause Hearing for Tuesday, January 17, 2023, to consider the possible suspension, revocation, or other sanction regarding the Victualling Only Licenses on the following listed establishments due to non-compliance with the conditions of renewal:

1. 7-Eleven Store #32614A d/b/a “7-Eleven #32614A, 970 Douglas Pike (Failure to provide a copy of the Retail Sales Permit)
2. DK Convenience, LLC d/b/a “DK Convenience”, 200 Pleasant View Avenue, Unit 3 (Failure to provide a copy of the food business license, a copy of the Retail Sales Permit and outstanding tangible taxes)
3. Fresh Pita, LLC d/b/a “Fresh Pita”, 777 Putnam Pike (Failure to pay outstanding tangible taxes)
4. Ivy and Lace Bakeshop, LLC d/b/a “The Ivy and Lace Bakeshop”, 546 Putnam Pike (Failure to produce necessary paperwork required for renewal)
5. J’s Delicatessen, Inc. d/b/a “J’s Delicatessen”, 285 George Washington Highway (Failure to pay outstanding tangible taxes)
6. JPC Pizza, Inc. d/b/a “Ronzio Pizza”, 1150 Douglas Pike (Failure to produce necessary paperwork required for renewal)

7. Jason Marino d/b/a “Juice Bar & Co., 266 Putnam Pike (Failure to pay outstanding tangible taxes and a copy of the Retail Sales Permit)
8. Melissa Carbone d/b/a “Bree’s Deli”, 115 Pleasant View Avenue #1 (Failure to produce necessary paperwork required for renewal)
9. The Level 10 Nutrition Club, LLC, d/b/a “The Level 10 Nutrition Club”, 10C Cedar Swamp Road (Failure to produce a copy of the Retail Sales Permit)
10. The Sevigny Group, LLC d/b/a “Smithfield Fitness”, 970 Douglas Pike (Failure to produce necessary paperwork required for renewal)



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: Annual renewal of one (1) Victualling Only License for the January 3rd Town Council Meeting

BACKGROUND:

Victualling Licenses are due for renewal the first week in December. The business listed below has filed their application for renewal.

TOWN REVENUE:

The cost to renew the Victualling Only License is \$50.00 per year.

APPROVAL STATUS:

Applications are complete for approval by the Town Council.

RECOMMENDED MOTION:

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

1. Target Corporation d/b/a 'Target Store T-1404', 371 Putnam Pike



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: Annual renewal of Entertainment Licenses for the January 3rd Town Council Meeting

BACKGROUND:

Entertainment Licenses are due for renewal. The businesses listed below have filed their applications 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 renewal of two (2) Entertainment Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances.

1. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike
2. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: Annual renewal of Special Dance Licenses for the January 3rd Town Council Meeting

BACKGROUND:

Special Dance Licenses are due for renewal. The businesses listed below has filed their applications for renewal.

TOWN REVENUE:

The cost of a Special Dance License is \$1.00

SUPPORTING DOCUMENTS:

All paperwork is complete for renewal for the Town Council

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve the annual renewal of two (2) Special Dance Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike
2. F & F Enterprises, LLC d/b/a “Wing Power”, 5 Sanderson Road



Memorandum

DATE: December 28, 2022

TO: Smithfield Town Council

FROM: Carol Banville – License Coordinator

SUBJECT: New Victualling License for Country Creamery, Inc. d/b/a “Country Creamery” for the January 3rd Town Council Meeting

BACKGROUND:

Country Creamery, Inc. d/b/a “Country Creamery”, has applied for a new Victualling License, to include outdoor seating for their business located at 3 Commerce Street.

TOWN REVENUE:

Fee for a Victualling License is \$50.00 per year

SUPPORTING DOCUMENTS:

Copy of application
Copy of BCI – No Record
Copy of Retail Sales Permit
Menu
Outdoor Seating Diagram

RECOMMENDED MOTION:

Move that the Smithfield Town Council approve a new Victualling License for Country Creamery, Inc. d/b/a “Country Creamery” located at 3 Commerce Street, to include outdoor seating with the hours of operation to be Monday through Sunday from 6:00 a.m. to 2:00 a.m., as applied, subject to compliance with all State regulations, local ordinances, approval for outdoor seating from the Building Official’s Office and final approval from the RI Department of Health.

FEE: \$ 50.00

TOWN OF SMITHFIELD
OFFICE OF THE TOWN CLERK
LICENSE APPLICATION

Outdoor Seating

PLEASE PRINT:

Note: Please fill in ALL the necessary information.

Date of Application: _____

Type of License:

Virtualing - ONLY

Check
One:

New ☒)

Renewal ☐)

Amended ☐

Name of Applicant:

ISSA DEMIRGLOGLU

Date of Birth: 05/12/1993

Resident Address:

5 DUNGAY ROAD SMITHFIELD, RI

Business

Operating Under

COUNTRY CREAMERY INC.

Address

3 COMMERCE ST. GREENVILLE, RI

Trade Name of:

Resident

Telephone:

401-626-5254

Business

Telephone

N/A

If incorporated, fill in necessary information: State: Title, Date of Birth, Partner's/Owner's (Other than person applying) (Pres., Vice Pres., Sec., Treas.)

Name: AKIM DEMIRGLOGLU

Address: 17 LATHAM FARM RD.

Title: OWNER

DOB 03/01/1959

Name: BIYANUR DEMIRGLOGLU

Address: 10 JAMBRAK RD

Title: OWNER

DOB 4/24/1974

Name: SARVE DEMIRGLOGLU

Address: 18 LATHAM FARM RD

Title: OWNER

DOB 5/29/1975

Describe operation of business: Ice cream business

Requested Hours of Operation: NOON - 10:00PM DAILY

Signature of Applicant:

[Signature]

Title: OWNER

Applies to business establishments only:

In case of emergency/person to contact

Name: AKIM DEMIRGLOGLU

Address: 17 LATHAM FARM RD

Phone: 401-255-6862

Name: BIYANUR DEMIRGLOGLU

Address: 10 JAMBRAK RD

Phone: 401-595-1585

Police Chief:

[Signature]

Building Official:

☒

RI Dept.

of Health:

☒

For Official Use Only

Fire Chief:

Owner of

premises:

[Signature]

At a meeting of the Smithfield Town Council, held on _____

the above stated application was:

() Approved

() Denied

License #:

Date

Issued:

FEE: \$50.00

TOWN OF SMITHFIELD
OFFICE OF THE TOWN CLERK
LICENSE APPLICATION

Outdoor Seating

PLEASE PRINT:

Note: Please fill in ALL the necessary information.

Date of Application: _____

Type of License: _____

Victualling - ONLY

Check
One:

New (☒)

Renewal (☐)

Amended ☐

Name of Applicant: _____

ISSA DEMIRGLOGU

Date of Birth: 05/12/1993

Resident Address: _____

5 DOWNEY ROAD SMITHFIELD, RI

Business
Address

3 COMMERCE ST. GREEN R

Operating Under

Trade Name of: _____

COUNTRY CREAMERY INC. 02917

Resident

Telephone: _____

401-626-5554

Business

Telephone

N/A

If incorporated, fill in necessary information: State: Title, Date of Birth, Partner's/Owner's (Other than person applying) (Pres., Vice Pres., Sec., Treas.)

Name: AKIM DEMIRGLOGU

Address: _____

17 LATHAM FARM RD

Title: _____

OWNER

DOB

03/01/1975

Name: BINYAMIN DEMIRGLOGU

Address: _____

10 JAMBAY RD

Title: _____

OWNER

DOB

4/24/1974

Name: SARVE DEMIRGLOGU

Address: _____

18 LATHAM FARM RD

Title: _____

OWNER

DOB

5/29/1975

Describe operation of business: Ice cream business

Requested Hours of Operation: NOON - 10:00PM DAILY

Signature of Applicant: _____

[Signature]

Title: OWNER

Applies to business establishments only: _____

In case of emergency/person to contact

Name: AKIM DEMIRGLOGU

Address: _____

17 LATHAM FARM RD

Phone: _____

401-255-6862

Name: BINYAMIN DEMIRGLOGU

Address: _____

10 JAMBAY RD

Phone: _____

401-595-1585

For Official Use Only

Police Chief: _____

☒

[Signature]

Fire Chief: _____

☒

[Signature]

Building Official: _____

☒

Owner of

premises: _____

☒

RI Dept.

of Health: _____

☒

At a meeting of the Smithfield Town Council, held on _____

1/3/2023

the above stated application was:

() Approved

() Denied

License #: _____

Date

Issued: _____

SMITHFIELD POLICE DEPARTMENT
215 Pleasant View Avenue, Smithfield, RI 02917
(401-231-2500)

NO Criminal
Record

**POLICE CLEARANCE REPORT FOR
LICENSE APPLICATION**

DATE: 8/23/2022

1. NAME OF CANDIDATE: (PRINT)

DEMIRGLOGLU Akim
LAST FIRST MIDDLE

MAIDEN NAME

02/01/1959

2. DATE OF BIRTH

17 LATHAM FARM RD

4. CURRENT ADDRESS

ICE CREAM SHOP

6. TYPE OF BUSINESS

YES

8. IS BUSINESS INCORPORATED

AKIM / BINYAMEN / ISSA / SARIYE

TURKEY

3. PLACE OF BIRTH

COUNTRY CREAMERY INC

5. NAME OF BUSINESS

3 COMMERCE ST.

7. BUSINESS ADDRESS

IF SO, LIST OFFICERS

DEMIRGLOGLU

N/A
9. BUSINESS PHONE

401-255-6962
10. HOME PHONE

11. List below each address which you have maintained beginning with your current address:

From Mo./Yr.	To: Mo./Year	St. No. & Name	City & State
<u>02/01/1989</u>	<u>PRESENT</u>	<u>17 LATHAM FARM RD</u>	<u>SMITHFIELD RI</u>
<u>1989</u>	<u>PRESENT</u>	<u>3 COMMERCE ST</u>	<u>GREENVILLE RI</u>

12. Have you ever been arrested or detained by any police agency? YES NO

If the answer to question 12 is yes, give details below. Include date, place and charge or reason for detention.

X X X X X

13. List below two (2) character references

1. <u>KAYLA DEMIRGLOGLU</u>	<u>49 CEDAR FOREST RD</u>	<u>401-595-5714</u>
NAME	ADDRESS	PHONE
2. <u>SARIYE DEMIRGLOGLU</u>	<u>18 LATHAM FARM RD</u>	<u>401-626-1197</u>
NAME	ADDRESS	PHONE

CANDIDATE'S SIGNATURE: AKIM

Witness: _____

SMITHFIELD POLICE DEPARTMENT
215 Pleasant View Avenue, Smithfield, RI 02917
(401-231-2500)

NO Criminal
Record

**POLICE CLEARANCE REPORT FOR
LICENSE APPLICATION**

DATE: 8/23/2022

1. NAME OF CANDIDATE: (PRINT)

DEMIRGIOGLU ISSA LUCAS
LAST FIRST MIDDLE

MAIDEN NAME

05/12/1993

2. DATE OF BIRTH

5 DONGAX RD.

4. CURRENT ADDRESS

ICE CREAM SHOP

6. TYPE OF BUSINESS

YES

8. IS BUSINESS INCORPORATED

PROVIDENCE RI

3. PLACE OF BIRTH

COUNTRY CREAMERY INC

5. NAME OF BUSINESS

3 COMMERCE ST.

7. BUSINESS ADDRESS

IF SO, LIST OFFICERS

ALARM / BIN YAMEN / ISSA / SARIYE DEMIRGIOGLU

N/A
9. BUSINESS PHONE

401-626-5254
10. HOME PHONE

11. List below each address which you have maintained beginning with your current address:

From Mo./Yr.	To: Mo./Year	St. No. & Name	City & State
<u>JUNE 2016</u>	<u>PRESENT</u>	<u>5 DONGAX ROAD</u>	<u>SMITHFIELD RI</u>

12. Have you ever been arrested or detained by any police agency? _____

YES

NO

If the answer to question 12 is yes, give details below. Include date, place and charge or reason for detention.

X XXXXX

13. List below two (2) character references

1. <u>KAYLA</u>	<u>DEMIRGIOGLU</u>	<u>49 CEDAR FOREST RD</u>	<u>401-595-574</u>
NAME		ADDRESS	PHONE
2. <u>SARIYE</u>	<u>DEMIRGIOGLU</u>	<u>18 LATHAM FARM RD</u>	<u>401-626-1187</u>
NAME		ADDRESS	PHONE

CANDIDATE'S SIGNATURE: Issa Demirgoclu

Witness: _____

SMITHFIELD POLICE DEPARTMENT
215 Pleasant View Avenue, Smithfield, RI 02917
(401-231-2500)

NO Criminal
Record

**POLICE CLEARANCE REPORT FOR
LICENSE APPLICATION**

DATE: _____

1. NAME OF CANDIDATE: (PRINT)

DEMIRBIOGLU BINYAMEN GEORGE
LAST FIRST MIDDLE

MAIDEN NAME

04/24/1991

2. DATE OF BIRTH

10 JAMBRAK RD.

4. CURRENT ADDRESS

ICE CREAM SHOP

6. TYPE OF BUSINESS

YES

8. IS BUSINESS INCORPORATED

ALUM / BINYAMEN / ISSA / SARIVE

PROVIDENCE

3. PLACE OF BIRTH

COUNTRY CREAMERY INC.

5. NAME OF BUSINESS

3 Commerce St.

7. BUSINESS ADDRESS

IF SO, LIST OFFICERS

DEMIRBIOGLU

N/A
9. BUSINESS PHONE

401-595-1585
10. HOME PHONE

11. List below each address which you have maintained beginning with your current address:

From Mo./Yr.	To: Mo./Year	St. No. & Name	City & State
<u>NOVEMBER 2005</u>	<u>PRESENT</u>	<u>10 JAMBRAK RD</u>	<u>SMITHFIELD RI</u>

12. Have you ever been arrested or detained by any police agency? _____

YES

NO

If the answer to question 12 is yes, give details below. Include date, place and charge or reason for detention.

X X X X X

13. List below two (2) character references

1. <u>KAYLA DEMIRBIOGLU</u>	<u>49 CEDAR FOREST RD</u>	<u>401-595-5714</u>
NAME	ADDRESS	PHONE
2. <u>SARIVE DEMIRBIOGLU</u>	<u>16 LATHAM FARM RD</u>	<u>401-626-1197</u>
NAME	ADDRESS	PHONE

CANDIDATE'S SIGNATURE: Binyamen Demirbioğlu

Witness: _____

SMITHFIELD POLICE DEPARTMENT
215 Pleasant View Avenue, Smithfield, RI 02917
(401-231-2500)

NO Criminal
Record

**POLICE CLEARANCE REPORT FOR
LICENSE APPLICATION**

DATE: 8/23/2022

1. NAME OF CANDIDATE: (PRINT)

DEMIRGLOGLU
LAST

SARIYE
FIRST

Lynn
MIDDLE

MAIDEN NAME

05/29/1995

2. DATE OF BIRTH

18 LATHAM FARM RD

4. CURRENT ADDRESS

ICE CREAM SHOP

6. TYPE OF BUSINESS

YES

8. IS BUSINESS INCORPORATED

ALIM / BINYAMIN / ISSA / SARIYE

PROVIDENCE, RI.

3. PLACE OF BIRTH

COUNTRY CREAMERY INC

5. NAME OF BUSINESS

3 COMMERCE ST.

7. BUSINESS ADDRESS

IF SO, LIST OFFICERS

DEMIRGLOGLU

N/A
9. BUSINESS PHONE

401-626-1197
10. HOME PHONE

11. List below each address which you have maintained beginning with your current address:

From Mo./Yr.	To: Mo./Year	St. No. & Name	City & State
<u>2022</u>	<u>PRESENT</u>	<u>18 LATHAM FARM RD</u>	<u>SMITHFIELD RI</u>
<u>2022</u>	<u>2022</u>	<u>PROVIDENCE</u>	<u>PROVIDENCE RI</u>

12. Have you ever been arrested or detained by any police agency?

YES

NO

If the answer to question 12 is yes, give details below. Include date, place and charge or reason for detention.

X X X X X

13. List below two (2) character references

1. KAYLA DEMIRGLOGLU
NAME

79 CEDAR FOREST RD
ADDRESS

401-595-5714
PHONE

2. Kerry DEMIRGLOGLU
NAME

17 LATHAM FARM RD
ADDRESS

401-595-7000
PHONE

CANDIDATE'S SIGNATURE:

[Signature]

Witness:



State of Rhode Island
Division of Taxation
One Capitol Hill
Providence, RI 02908-5800



Phone: (401) 574-8955
TTY Via 711
Fax: (401) 574-8914
Email: Tax.Excise@tax.ri.gov

COUNTRY CREAMERY INC
3 COMMERCE ST
GREENVILLE, RI 02828-3045

State of Rhode Island
DIVISION OF TAXATION

RETAIL SALES PERMIT

Valid From: 07/01/2022 to 06/30/2023



ID: 2-4366-9113

ISSUED TO:
COUNTRY CREAMERY INC
3 COMMERCE ST
GREENVILLE, RI 02828-3045

This permit, which authorizes the holder to collect the sales/use tax, is not assignable and is valid only for the person in whose name it is issued and for the transaction of business at the place designated. When the holder of this permit ceases to conduct the business for which it is issued at the place named, the permit must be returned to the Tax Administrator for cancellation. The ID number, which appears in the upper left-hand corner of this permit is your license number for this place of business. Do not use this number to file returns. Every holder of a Retail Sales Permit issued pursuant to R.I. Gen. Laws § 44-19-1 shall keep complete and accurate records of every sales transaction. These records shall be made available for examination, inspection, and copying by agents of the Division of Taxation as required by R.I. Gen. Laws § 44-19-27 and 280-RICR-20-70-12. The failure to maintain or produce required records can result in the estimated determination of sales tax liabilities based on the best available information, the imposition of penalties and interest, and the revocation of this permit.

DATE ISSUED: 10/04/2022

THIS PERMIT MUST AT ALL
TIMES BE PROMINENTLY
DISPLAYED AT THE LOCATION
FOR WHICH IT IS ISSUED.

NEENA S. SAVAGE
TAX ADMINISTRATOR

COUNTRY CREAMERY

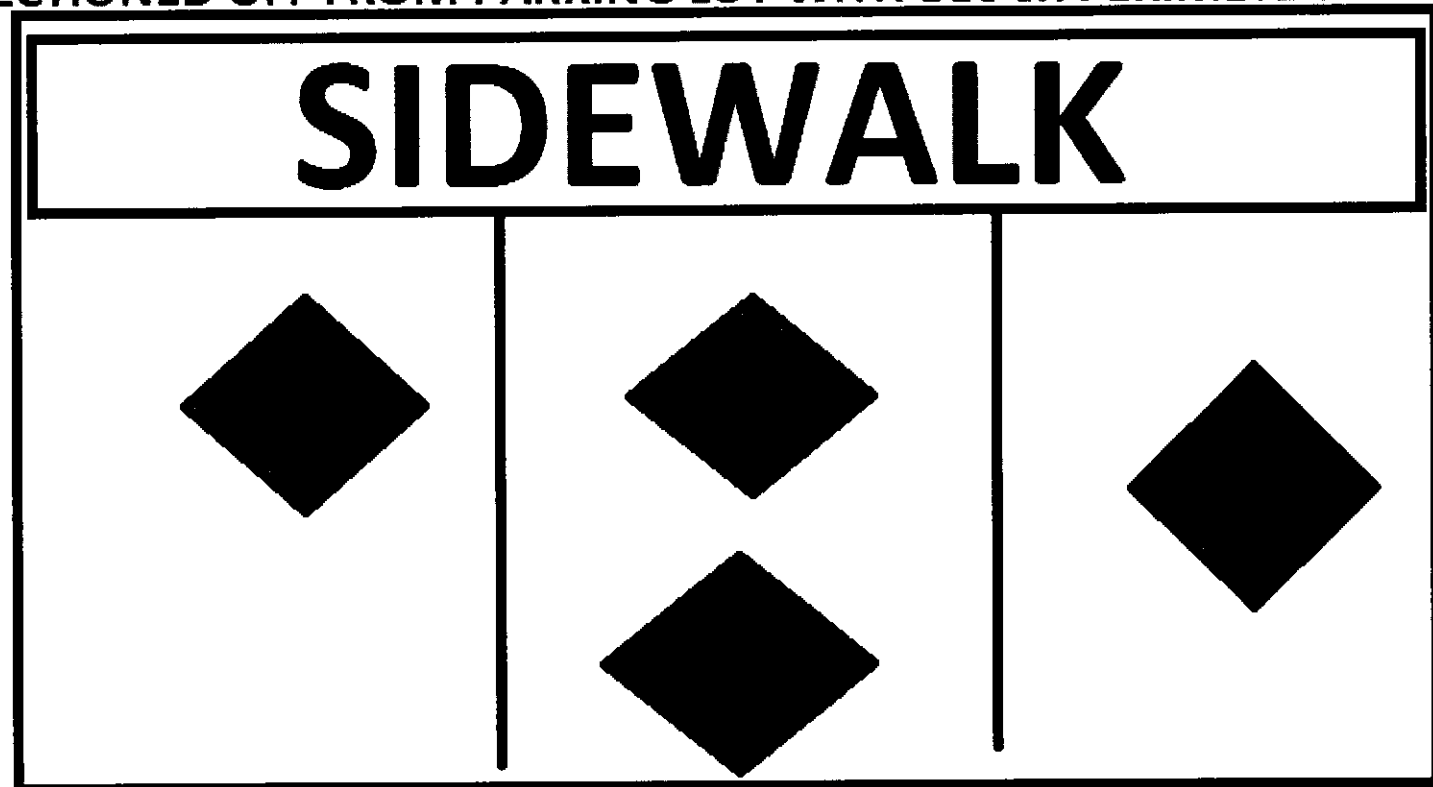
3 COMMERCE STREET
GREENVILLE RI 02824

- OUTDOOR SEATING WILL CONSIST OF FOUR PICNIC TABLES. TABLES WILL BE 4' x 4'. THE OWNER/LANDLORD HAS APPROVED THIS. TABLES WILL BE BLOCKED OFF FOR SAFETY.

ALD

- MENU WILL CONSIST OF 24 ICE CREAM FLAVORS INTERCHANGING THROUGHOUT THE SEASON. WE ALSO WILL INCLUDE SOFT SERVE ICE CREAM, SHAKES, AND SUNDAES.

**OUTDOOR TABLE SEATING AREA 27 FEET WIDE. THIS WILL BE
SECTIONED OFF FROM PARKING LOT WITH BLOCK PERIMETER**



Four small square picnic tables



SMITHFIELD POLICE DEPARTMENT INTER-DEPARTMENTAL MEMO

DATE: Friday, December 23, 2022

TO: Town Manager Randy R. Rossi

FROM: Chief Richard P. St.Sauveur, Jr.

SUBJECT: Vehicle Purchase (2022 Ford SUV Police Interceptor)

The purpose of this correspondence is to inform you and the Smithfield Town Council that the Police Department will be requesting authorization at the January 3, 2023, Town Council Meeting for the purchase of one (1) police vehicle from Colonial Ford through the Massachusetts VEH110 Bid. The vehicle to be purchased is a 2022 Ford SUV Police Interceptor. The cost for this vehicle, including all emergency equipment, upfits, and mobile data terminal, is \$63,554.29.

This new vehicle will replace cruiser 1908, which was totaled after being struck by an intoxicated driver on September 8, 2022. An insurance check in the amount of \$10,250 has been received and will be applied to the new vehicle purchase, making the net cost for the new vehicle \$53,304.29.

Additionally, this new vehicle will be purchased with available funds in the Police Equipment Fund.

Respectfully,

A handwritten signature in black ink, appearing to read "Richard P. St.Sauveur, Jr.", written over a white background.

Richard P. St.Sauveur, Jr.
Police Chief

Agenda Item

Consider, discuss, and act upon authorizing the Smithfield Police Department to purchase a 2022 Ford SUV Police Interceptor in the amount of \$63,554.29 from Colonial Ford through the VEH110 Bid with funds available through the Police Equipment Fund.

Moved, that the Smithfield Town Council authorize the police department to purchase a 2022 Ford SUV Police Interceptor in the amount of \$63,554.29 from Colonial Ford through the VEH110 Bid with funds available through the Police Equipment Fund.



SMITHFIELD POLICE DEPARTMENT INTER-DEPARTMENTAL MEMO

DATE: Thursday, December 22, 2022

TO: Chief Richard P. St. Sauveur

FROM: Captain Michael T. Smith

SUBJECT: Cruiser Replacement Purchase


Chief,

I am submitting this memorandum to request that the Department purchase a 2022 Ford Utility, color sterling grey from Colonial Ford using the VEH110 Bid Quote. The Bid Quote is for \$63,554.29 and includes all emergency equipment and computer. This cruiser will replace Car 1908 that was struck and totaled by an intoxicated driver while on a detail on Putnam Pike on September 8th, 2022 at approximately 10:15 pm. (ACC #22-493-AC) The Town of Smithfield received an insurance check for \$10,250 due to the cruiser being totaled during this accident.

I have attached the bid quote from Colonial Ford that details the cruiser purchase.

Respectfully submitted,

Captain Michael T. Smith
Uniform Commander
Fleet Operations

Quote Date:	1/31/2023	VEH110 Quote Form		 <small>OPERATIONAL SERVICES DIVISION</small>			
Quote Number:	Smithfield PD RI- 2022 Utility PI Semi	Order by Date:	1/31/2023				
<small>Use one quote form per vehicle specification. Only multiples of the exact same spec'd vehicle can be included on each individual form. For options/upfits/transferred equipment, each line item must be fully populated.</small>							
AGENCY INFORMATION			VENDOR INFORMATION				
Agency: Town of Smithfield			Vendor Name: Colonial Ford-DBA-CMG				
Secretariat:			Address: 61 Brigham St. Marlborough MA 01752				
Department Name: Police Department			Contact Name: Paul Leon				
Address: 215 Pleasant View Smithfield RI.			Phone: 508-314-8228				
Contact Name: Lt. Michael Smith			Email: pleon@itsg.us.gov				
Phone: 401-413-2577			Vehicle Coming From: (check one box) <div> <input type="checkbox"/> Dealer Inventory/Stock <input type="checkbox"/> Factory Order <input checked="" type="checkbox"/> Already on order / OEM pool unit </div>				
Email: msmith@smithfieldpd.com							
Unit Code (Billing):							
VEHICLE INFORMATION							
VEH98 Vehicle #:		06-PPVS					
Year:		2022					
Make:		Ford					
Model:		Utility PI					
Trim Level & Drive Train:		PPV					
Body Code & Equip Code:		K8A					
Vehicle Quantity:		1					
Exterior Color:		Agate Black					
Interior Color:		Sterling Grey					
Engine (as quoted):		3.3L					
Cylinders:		V6					
Primary Fuel Type:		Gas					
Secondary Fuel Type:							
Contract Base Price:		\$ 38,097.00					
ADDED FACTORY OPTIONS AND PACKAGES (PER VEHICLE)							
Quantity per Vehicle:	Supplier Name:	Factory Code:	Package / Option Description:	MSRP:	Discount %:	Contract Unit Price:	Total Per Vehicle:
1	Ford	18D	Global Unlock	\$0.00	4%	\$0.00	\$0.00
1	Ford	43D	Courtesy Disable	\$25.00	4%	\$24.00	\$24.00
1	Ford	51P	Driver side spot light	\$395.00	4%	\$379.20	\$379.20
1	Ford	549	Power heatd mirrors	\$60.00	4%	\$57.60	\$57.60
1	Ford	76R	Reverse Lensing	\$275.00	4%	\$264.00	\$264.00
1	Ford	52P	Rear Plunger	\$160.00	4%	\$153.60	\$153.60
1	Ford	59W	4G LTE Hotspot Credit	-\$20.00	4%	(\$19.20)	(\$19.20)
1	Ford	65L	Full Wheel Covers	\$60.00	4%	\$57.60	\$57.60
If factory options exceed this space, include as a separate list & summarize above.						Factory Options Total (per vehicle):	\$916.80
ADDED DISCOUNTS / INCENTIVES / CREDITS (PER VEHICLE)							
Grants	\$0.00	Notes:	Total Additional Incentives:		\$0.00		
Tax Credits/Rebates	\$0.00						
Promotional Discounts	\$0.00						
Volume Discounts	\$0.00						
QUOTE FORM SUMMARY							
Vehicle Leadtime to Dealer:		4 weeks		Total Factory Options per vehicle:		\$916.80	
Upfit/Transfer Leadtime at Dealer:		16 weeks		Total Upfit per vehicle (next page):		\$23,154.80	
TOTAL Order to Delivery Leadtime: (in weeks / Executive Agencies to Westboro)		20 weeks		Total Transfer per vehicle (next page):		\$1,385.69	
Trade-in Details *(value listed to the right): (does not apply to Executive Agencies)		N/A		Contract Base Vehicle Price:		\$38,097.00	
				*Trade in Value:		\$0.00	
				Total Additional Incentives:		\$0.00	
TOTAL COST PER VEHICLE (including all add-ons and incentives):						\$63,554.29	
VEHICLE QUANTITY:						1	
TOTAL PURCHASE PRICE (including Trade-In Value):						\$63,554.29	

ADDED ACCESSORIES/UPFIT (PER VEHICLE)							
Quantity per Vehicle:	Supplier Name:	Supplier Option #:	Accessory / Upfit Description:	MSRP:	Discount %:	Contract Unit Price:	Total Per Vehicle:
1	Federal	SIFMF	Front Windshield ILS	\$1,875.00	35%	\$1,218.75	\$1,218.75
1	Federal	PF200R	Pathfinder Siren	\$1,559.00	15%	\$1,325.15	\$1,325.15
2	Federal	MPSC2X	Upper Grille Lights	\$184.00	5%	\$174.80	\$349.60
1	Federal	ES100	Siren speaker Grille	\$372.00	5%	\$353.40	\$353.40
2	Federal	MPSW9X	Under side mirror lights	\$267.00	5%	\$253.65	\$507.30
6	Federal	MP62U	Rear 1/4/Bumper/License	\$195.00	5%	\$185.25	\$1,111.50
6	Federal	MPS62U	Rear Spoiler Hatch	\$195.00	5%	\$185.25	\$1,111.50
2	Federal	416300	Rear inside hatch	\$126.00	5%	\$119.70	\$239.40
1	Havis	C-VS-1012	Console	\$568.00	5%	\$539.60	\$539.60
1	Havis	ARM103	Armrest	\$138.00	5%	\$131.10	\$131.10
1	Havis	C-CUP-2	Cup holder	\$50.00	5%	\$47.50	\$47.50
2	Jotto	425-3816	Magnetic Mic Clips	\$50.00	5%	\$47.50	\$95.00
1	Setiina	GK1027	Single Weapon Rack	\$354.50	5%	\$336.78	\$336.78
1	Tremco	TM133	Anti-Theft	\$184.00	0%	\$184.00	\$184.00
2	Federal	COM3DOC	Rear Htch Dome Lights R/W	\$90.00	5%	\$85.50	\$171.00
1	LUND	LOFT	LUND Loft w/ bracket	\$1,212.35	5%	\$1,151.73	\$1,151.73
1	ITS	Labor	Install supplied 2-way	\$230.00	0%	\$230.00	\$230.00
1	ITS	MSC	Shop Supplies	\$295.00	0%	\$295.00	\$295.00
1	Decatur	GII	Front and Rear Radar	\$3,195.00	5%	\$3,035.25	\$3,035.25
2	TESCO	ANTENNA	2-way antennas VHF/800	\$75.00	0%	\$75.00	\$150.00
1	GETAC	F110	Rugged Tablet per dept	\$3,175.00	0%	\$3,175.00	\$3,175.00
1	Gamber	Tri-pass	Docking Station	\$650.00	0%	\$650.00	\$650.00
1	Gamber	DC Supply	Inverter	\$100.00	0%	\$100.00	\$100.00
1	HINT	TM5216	Lap top Mount	\$650.00	0%	\$650.00	\$650.00
1	Antenna	Plus	Antenna	\$200.00	0%	\$200.00	\$200.00
1	Brother	PJ	Printer Kit	\$475.00	0%	\$475.00	\$475.00
1	Havis	CG-X	Voltage Regulator	\$80.00	0%	\$80.00	\$80.00
1	TG3	KBA	Backlit Keyboard	\$300.00	0%	\$300.00	\$300.00
1	ITS	Labor	On Site Installation	\$550.00	0%	\$550.00	\$550.00
6	Federal	416910ZX	Front & Rear Hideaways	\$126.00	5%	\$119.70	\$718.20
1	Pro-gard	S4700	Full Prisoner cage w/ recess	\$904.00	8%	\$831.68	\$831.68
1	Pro-gard	SP4702	Rear Prisoner Seat & Barrier	\$1,991.00	8%	\$1,831.72	\$1,831.72
1	Pro-gard	WB47	Rear Window bars	\$292.00	8%	\$268.64	\$268.64
4	Federal	MPS62U	Front Lower Grille/Fog	\$195.00	5%	\$185.25	\$741.00
If added accessories & upfits exceed this space, include as a separate list & summarize above.					Added Acc/Upfit Total (per vehicle):		\$23,154.80
Quantity per Vehicle:							
1	Federal Rumbler Speakers and Bracket				\$590.69		\$590.69
1	Havis Console Brother Printer Bracket				\$225.00		\$225.00
1	Federal Signal OBDCABLE25				\$150.00		\$150.00
1	Federal Signal EXPANMOD24				\$225.00		\$225.00
1	Fleet Key				\$195.00		\$195.00
If transfers / misc exceed this space, include as a separate list & summarize above.					Transfers / Misc Total (per vehicle):		\$1,385.69

R.I. INTERLOCAL RISK MANAGEMENT TRUST
PROPERTY AND CASUALTY CLAIMS ACCOUNT
501 WAMPANOAG TRAIL, SUITE 301
EAST PROVIDENCE, RI 02915

Bank of America 57-1 / 115 RI

DATE 11/17/2022
CHECK # 34030
CLAIM # 122550-AP-01

PAY TEN THOUSAND TWO HUNDRED FIFTY DOLLARS AND 00/100

\$ **10,250.00**

PAY Town of Smithfield
TO THE C/O Randy Rossi
ORDER OF 64 Farnum Pike
Smithfield, RI 02917

AUTHORIZED SIGNATURE

R. I. Interlocal Risk Management Trust

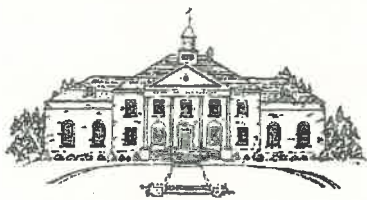
Town of Smithfield
C/O Randy Rossi
64 Farnum Pike
Smithfield, RI 02917

Check Date: 11/17/2022
Check Number: 34030
Check Amount: \$10,250.00

Claim #: 122550-AP-01
Invoice Number:
Insured Member: Town of Smithfield
Created By: Craig Gilmartin
Special Handling: No
Remarks: Auto Property owner
retains salvage total
loss settlement ACV
less salvage bid for
2015 Ford Explorer
Cruiser VIN
1FM5K8ARXFGC
41832

Claimant: Town of Smithfield
Adjuster: Craig Gilmartin

Loss Date: 09/08/2022



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chair

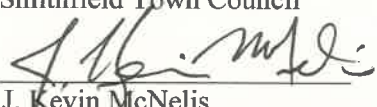
Ernest E. Powers, Vice Chair

Louis Caterina, Secretary

December 15, 2022

MEMORANDUM

TO: Smithfield Town Council

FROM: 
J. Kevin McNelis
Chairperson – Smithfield Sewer Authority

RE: **Wastewater Treatment Facility
Facilities Building Roof Replacement Phase 1 of 3
Operations & Maintenance Contract - Amendment #16**

Honorable Town Council;

Enclosed please find a proposed contract amendment from Veolia Water, prepared by the Town Engineer the Sewer Authority has made an anonymous vote to recommend approval of.

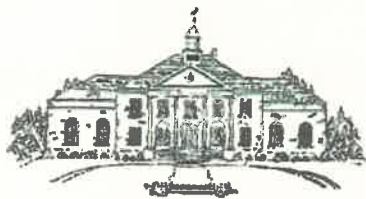
As mentioned within the roof repair program is a three phase approach that has been identified and budgeted for in the capital improvement program. The existing roofing systems at the facilities are approaching 20-years of age and this program is a proven predictive measure to protect the longevity of the facilities.

The recommendation forwarded proposes a fee of \$277,640, which is in line with the budget for the capital improvements accounts in the current fiscal year. Veolia Water has bid the project out through a competitive procurement process to identify the lowest qualified proposal for the Town's consideration. At this time, the Sewer Authority recommends approval of this contract amendment, as allowable within the terms and conditions of the 10-year wastewater treatment facilities operation and maintenance contract.

Moved: The Smithfield Town Council hereby authorizes contract amendment #16 to the Veolia Water operations & maintenance contract to complete phase 1 of 3 roof replacements at the WWTF for a fee not to exceed \$277,640.

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Kevin Cleary, PE, Town Engineer
Hans Tuneblom, PE, Veolia Water-Capital Project Manager
John Oatley, Veolia Water – VP of NE Operations
Kevin Regan, Veolia Water – WWTF Project Manager

Enclosures: 12-01-2022 Town Engineer Memo Package to SSA
11-29-2022 Veolia Water Contract Amendment #16



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917

(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNeils, Secretary

Ernest E. Powers, Member

Louis Caterina, Member

December 1, 2022

MEMORANDUM

TO: Smithfield Sewer Authority

FROM:

Kevin Cleary
Kevin Cleary, PE, LSIT
Town Engineer

Sewer Authority - 12/14/2022

Motion: Louis Catarina

Second: Ernest Powers

Vote: 3-0

RE: **Wastewater Treatment Facility
Planned Roof Replacement Program
Operations & Maintenance Contract - Amendment #16**

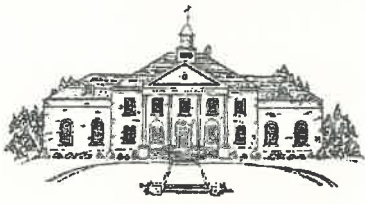
Dear Sewer Authority Members;

Enclosed with this memorandum, please find a contract amendment proposal from Veolia Water, the Town's wastewater treatment facilities operation and maintenance contractor. The Sewer Authority, in working with the Capital Improvements Plan identified the wastewater treatment facilities buildings roof replacement as a major capital item in the long range municipal plan for replacement.

The existing roofs on several of the buildings at the plant are about 20-years of age now, are showing signs of advancing deterioration by way of leaking and are about 7 years past the warranty period (2015). As to be protective of the facility, in 2020 a phased approach to roof replacement was sought as the most cost effective option that could be prioritized, managed and funded. In the current fiscal budget \$290,000 has been allocated towards allocated towards this effort to facilitate a staged approach to sequencing all the roof replacements needed on the various buildings at the plant.

In the first of an estimated three year program, enclosed you can see Veolia was requested to prepare a bid specification based on structural inspections that were authorized in 2021 and earlier this year to prepare the project for bid phase. As such Veolia Water solicited proposals from qualified roof contractors to submit roof replacement pricing on two of six identified roofs at the facility in need of replacement. You can see from the included information specified and collected, a 20-year warranty was required for the proposed roof system replacement.

At this time the recommendation is for the Sewer Authority to consider and act upon a recommendation to the Town Council for award of the contract amendment for Veolia Water to sub-contract with the lowest qualified bidder. Inclusive of the sub-contractor bid price is Veolia Water's administrative fee to construction manage the sub-contractor, ensure specification compliance, schedule progress at the site and fulfill the scope of services as identified. Inclusive of the project management fees is a 10% markup as identified within the limits of the existing operation & maintenance contract the Town has with Veolia Water. The total project cost to -



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Secretary

Ernest E. Powers, Member

Louis Caterina, Member

- complete year one of the phased roof replacement plan is \$277,640 and may be funded directly from the Sewer Enterprise Capital Improvement Fund within the budgets amount. Subsequent roof replacement priorities for years two and beyond will be reprioritized based on need, budget and other capital improvement projects and bid separately in subsequent budget cycles.

Moved: The Smithfield Sewer Authority hereby recommends the Smithfield Town Council consider authorization of amendment #16 to the Veolia Water operations & maintenance contract for the phased year one roof replacement at the wastewater treatment facility for a fee not to exceed \$277,640.

Cc: *Randy R. Rossi, MBA, CGFM, Town Manager*
Danielle Carey, Finance Director
Hans Tuneblom, PE, Veolia Water-Capital Project Manger
John Oatley, Veolia Water – VP of NE Operations
Kevin Regan, Veolia Water – WWTF Project Manager

Enclosures: *11/29/2022 Veolia Water CA #16 Statement of Work*
12/21/2022 Veolia Water CA #16 Form Document
10/26/2022 Veolia Water Bid Tabulation for WWTF Roof Repairs



RECEIVED

DEC 01 2022

TOWN OF SMITHFIELD, RI
SEWER AUTHORITY

November 29, 2022

Mr. Kevin Cleary
Town of Smithfield
64 Farnum Pike
Smithfield, RI 02917

**Subject: Statement of Work
Administration Roof C and Solids Building Roof D Replacement
Smithfield Wastewater Treatment Facility
Service Contract Amendment #16**

Dear Kevin:

Veolia is pleased to provide this statement of work for the Administration and Solids Building Roof Replacement at the Smithfield Wastewater Treatment Facility (WWTF) located at 20 Esmond Mill Drive, Smithfield, RI. Services to be governed by the terms and conditions of the Service Contract for Smithfield Sewer Authority, Town of Smithfield, RI, Wastewater Treatment Facilities, Operations & Maintenance dated May 13, 2013, pursuant to Article IX, Capital Modifications.

(i) The reason for the Capital Modification:

In March 2020, a roof condition assessment was performed by The Garland Company to help prioritize capital improvements to the Smithfield WWTF roof systems. In May 2022, infrared scans were performed to quantify wet insulation in the administration and solids handling roofs. The scan found that over 30% of the administration and solid handling roofs had wet insulation. Full replacement of the roof system is recommended.

(ii) A description of the Capital Modification:

Furnish and install labor, roofing materials, insulation, flashings, and incidentals on the following designated roof areas:

1. Administration Roof C.
2. Solids Building Roof D

Construction Management Services including:

1. Contractor Procurement
2. Generation & Maintenance of Project Schedules
3. Coordination of Construction Subcontractor and Roofing Material Supplier (Garland)
4. Coordination with Veolia Operations
5. Document Control, Submittal Processing, Expediting
6. Acceptance Testing

Veolia North America
53 State Street, 14th Floor
Boston, MA 02109
tel. +1 617 849 6600

www.veolianorthamerica.com

(iii) Acceptance Test and Acceptance Test Protocol:

1. Support the installation of all roofing, with the review of appropriate testing to confirm correct installation.
2. Provide product warranty executed by the manufacturer. Provide roof installation acceptance certification

(iv) An estimated completion schedule:

1. 2 month Procurement & Engineering
2. 1 month Construction

(v) A draw-down schedule:

- | | |
|-------------------------------------|-----|
| 1. Contract Award | 25% |
| 2. Completion of Installation | 65% |
| 3. Certification & Final Acceptance | 10% |

(vi) A firm proposal with respect to any required adjustment to the Contract Price to reflect increased or decreased costs or expenses resulting from such Capital Modification and the addition or change of the Capital Modification Charge:

All work as detailed in the Statement of Work shall be completed for the sum of \$281,382.00.

Task 1 - Construction	\$227,400
Task 2 - Construction Management Services	<u>\$25,000</u>
Subtotal	\$252,400
10% Overhead & Profit	<u>\$25,240</u>
Total Fee, Amendment #16	\$277,640

The Statement of Work does not include the following:

1. Testing, removal and/or disposal of hazardous or contaminated materials.
2. Sales and Use Tax.
3. Work specifically excepted, including, where applicable, Differences in Conditions and Subsurface Conditions.
4. Sales and use tax.
5. MBE/WBE/DBE.
6. Bonds or Special Insurance.
7. Permits.

(vii) The effect, if any, of such Capital Modifications on Contractor's obligations hereunder:

No Change

Upon the parties entering into any applicable contract documents, Veolia is prepared to commence work. We appreciate the opportunity to submit this statement of work and look forward to working with the Town of Smithfield. Please call me at (781) 290-9545 if you have any questions or comments.

On behalf of Veolia Water North America - Northeast, LLC,



Hans Tuneblom

Director - Capital Program Management (CPM)

cc: K. Regan- Veolia
J. Oatley - Veolia
D. Finan - Veolia

DEC 01 2022

TOWN OF SMITHFIELD, RI
SEWER AUTHORITY

Amendment Sixteen (this "Amendment") to the May 2013 Service Contract for Smithfield
Sewer Authority

Waste Water Treatment Facilities Operations & Maintenance

By and between

Town of Smithfield ("Town") and Veolia Water North America-Northeast, LLC ("Veolia"), ("the
Contract")

Amendment Dated: December 21, 2022

WHEREAS, the Town desires to have Veolia perform Administration Roof C and Solids Building Roof D Replacement at the Smithfield Wastewater Treatment Facility ("Services") consistent with the proposal provided by Veolia to the Town on November 29, 2022 (attached hereto); and

WHEREAS, Veolia has agreed to prepare such Services.

NOW, THEREFORE, for good and valuable consideration, the parties have agreed to the following:

1. Pursuant to the Contract, Veolia shall undertake the following:

A. Administration Roof C and Solids Building Roof D Replacement

2. Estimated Price:

All work as detailed in this Amendment shall be completed for the sum of \$277,640.00

3. Notwithstanding anything to the contrary in the Contract (as amended by this Amendment), Veolia's total liability for any costs, damages or claims of any kind arising out of the Services shall not exceed the final agreed price for such Services.

4. All terms of the Agreement not specifically amended or modified by this Amendment shall remain unmodified and in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Amendment to be executed by their respective authorized representatives, effective as of the date first above written.

TOWN OF SMITHFIELD

**VEOLIA WATER NORTH
AMERICA-NORTHEAST, LLC**

Its Duly Authorized Representative

Its Duly Authorized Representative

Print Name: _____

Print Name: William Hanley

SMITHFIELD WASTEWATER TREATMENT FACILITY SOLIDS AND
ADMINISTRATION BUILDINGS ROOF REPLACEMENTS C & D

Exhibit 1 - Bid Invitation, Received Bids, and Bid Tab

- Invitation to Bid
- Bid Tab
- Received Bids



00100-1
INVITATION TO BID

Smithfield, RI
SMITHFIELD WASTEWATER TREATMENT FACILITY
SOLIDS AND ADMINISTRATION BUILDINGS ROOF REPLACEMENTS C & D
October 5th, 2022

INVITATION TO BID

On behalf of the Town of Smithfield, RI, Veolia Water North America - Northeast, LLC ("Veolia") is seeking bids for the Solids and Administration Buildings Roof Replacements C & D ("Roof Replacement") project. Veolia has prequalified firms interested in submitting bids for this project. Only prequalified firms will be permitted to submit bids.

Sealed Bids for the construction of the Roof Replacement project shall be sent to Daniel Finan, via electronic mail, at daniel.finan@veolia.com. All bids must be received by 5:00 PM, October 21, 2022.

The work consists of wastewater treatment plant improvements as follows: Smithfield Wastewater Treatment Facility Roof Replacement components will include the following: Furnish and install labor, roofing materials, insulation, flashings, and incidentals on the following designated roof areas:

Smithfield Wastewater Treatment Plant

- Administration/Garage Roof C, 20 Esmond Mill Dr, Smithfield, RI 02917.
- Solids Handling Building Roof D, 20 Esmond Mill Dr, Smithfield, RI 02917.

The Subcontractor shall start promptly after the Effective Date of the Agreement, and shall complete all Work within 90 calendar days.

A pre-bid conference is scheduled for October 11th, 2022 at 1:00 pm at 20 Esmond Mill Dr, Smithfield, RI 02917. Veolia will transmit to all prospective Bidders of record such Addenda as Veolia considers necessary in response to questions. Oral statements may not be relied upon and will not be binding or legally effective.

Bidders shall not include Federal Excise Taxes or State of Rhode Island Sales Taxes from which Public Building Projects are exempt.

Contractor shall comply with the Rhode Island Prevailing Wage Law for public works projects. During the project, it is the contractor's responsibility to submit weekly payroll records.

No Bidder may withdraw its Bid within 30 days (Saturdays, Sundays and legal holidays excluded) after the actual date of the Bid Opening.

Veolia reserves the right to accept any Bid, waive any informalities or minor defects, or reject any or all Bids, if in its sole judgment it is in the best interest of Veolia to do so. Veolia does not discriminate on the basis of sex, race, age, physical disability, religion or national origin.

Veolia North America reserves the right to waive any informality in or to reject any or all Bids if deemed to be in its best interest.

All questions shall be directed in writing via e-mail to Veolia: Attn: Daniel Finan, daniel.finan@veolia.com.

Veolia Water North America-Northeast, LLC

SMITHFIELD WASTEWATER PLANT

20 Esmond Mill Drive, Smithfield, RI 02917

PROJECT AERIAL VIEW



DRAWING INDEX

A-001	COVERSHEET
A-101	ROOF PLAN
A-500	ROOF DETAILS - STEEL DECK
A-501	ROOF DETAILS - STEEL DECK
A-502	ROOF DETAILS - TECTUM DECK

Veolia Water
North America-
Northeast, LLC
SMITHFIELD WASTE
WATER PLANT
20 Esmond Mill Drive
Smithfield, RI 02917

SCALE: AS NOTED

DATE: 08/26/2022

PROJ. #:

DRAWN BY:

COVERSHEET

A-001

SYMBOL LEGEND

CURB

PLUMBING VENT

VENT

ROOF DRAIN

HOT PIPE

ROOF LADDER

SLEEPERS

ROOF HATCH

NOTE: PENETRATIONS ARE APPROXIMATE IN SIZE AND LOCATION TO BE USED AS REFERENCE POINTS ONLY

EXISTING ROOF CORE SAMPLES:

TC #1

Test Cut 1

CWF (Tectum Deck)

Built-up Roof with Gravel

3" Polyiso

EPDM

Test Cut 2

CWF (Tectum Deck)

Built-up Roof with Gravel

3" Polyiso

EPDM

Test Cut 3

Steel Deck

2" Fiberglass

Built-up Roof with Gravel

2.75" Polyiso

EPDM

Test Cut 4

CWF (Tectum Deck)

Built-up Roof with Gravel

2.75" Polyiso

EPDM

Test Cut 5

Steel Deck

2" Fiberglass

Built-up Roof with Gravel

2.75" Polyiso

EPDM

ROOF KEYED NOTES:

R01

DEMO AND DISPOSE OF HEAT STACK. INFILL WITH 3/4" PLYWOOD.

R02

CUT WALL PANEL AND INSTALL NEW .040 ALUMINUM COUNTER FLASHING TO ACCOMMODATE 8" FINISHED FLASHING HEIGHT.

R03

REPLACE SKYLIGHT

R04

REPLACE ROOF HATCH

MOISTURE SURVEY RESULTS

ROOF SECTION	APPROX. SIZE (SF)	NUMBER OF WET AREAS	APPROX. WET AREAS (SF)	PERCENTAGE WET
ROOF 'A'	1,751	2	53	3%
ROOF 'B'	2,074	3	180	9%
ROOF 'C'	3,087	7	369	12%
ROOF 'D'	1,566	4	339	22%
ROOF 'E'	4,794	6	361	8%
CANOPY	86	0	0	0%
TOTAL	13,358	22	1,322	10%

LEGEND

WET INSULATION

1

ROOF PLAN

A-101

SCALE: N.T.S.

Veolia Water

North America-

Northeast, LLC

SMITHFIELD WASTE

WATER PLANT

20 Esmond Mill Drive

Smithfield, RI 02917

SCALE: AS NOTED

DATE: 08/26/2022

PROJ. #

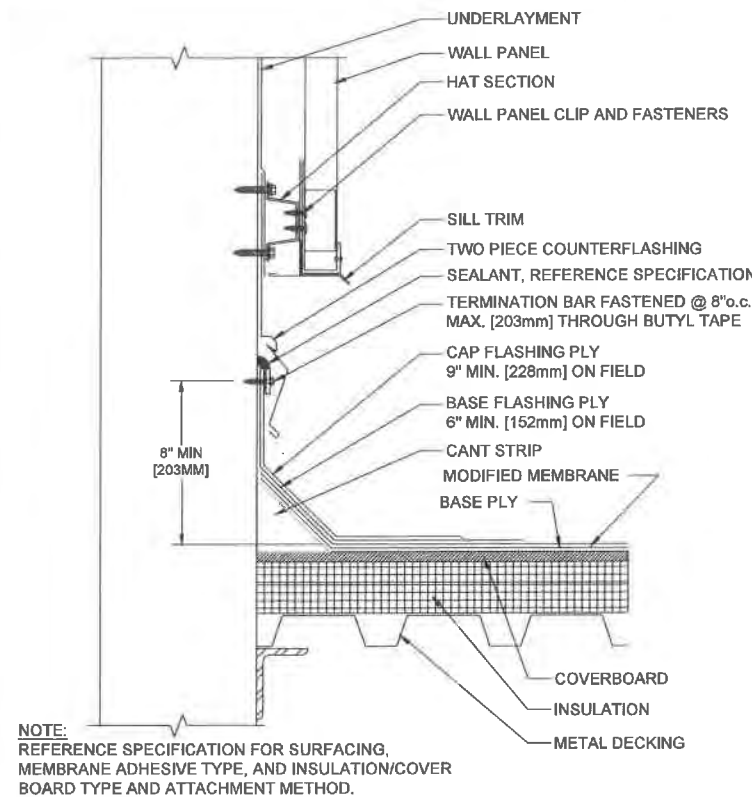
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ROOF PLAN

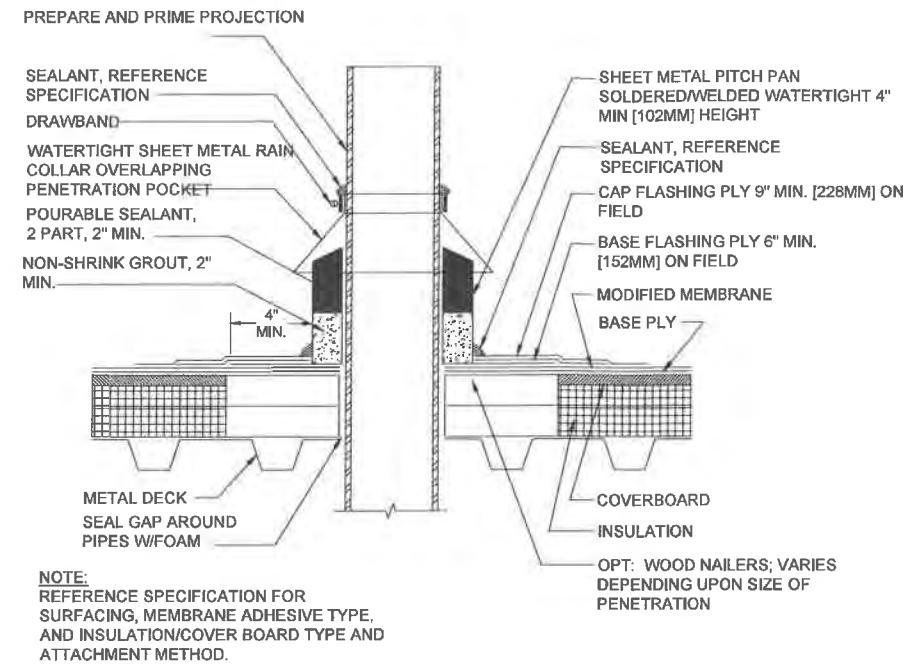
WITH WET

LOCATIONS

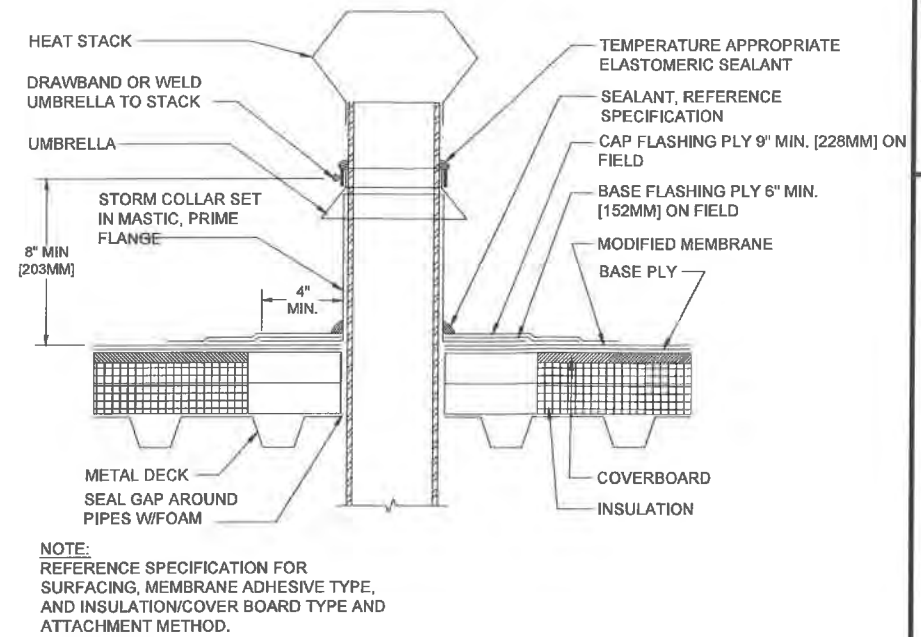
A-101



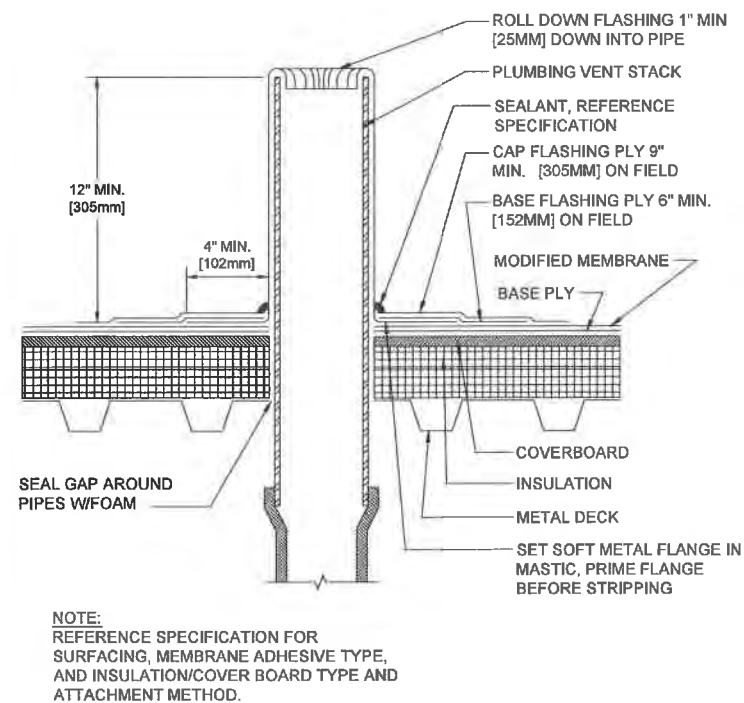
1 THROUGH WALL FLASHING WITH METAL PANEL DETAIL
A-500 SCALE: N.T.S.



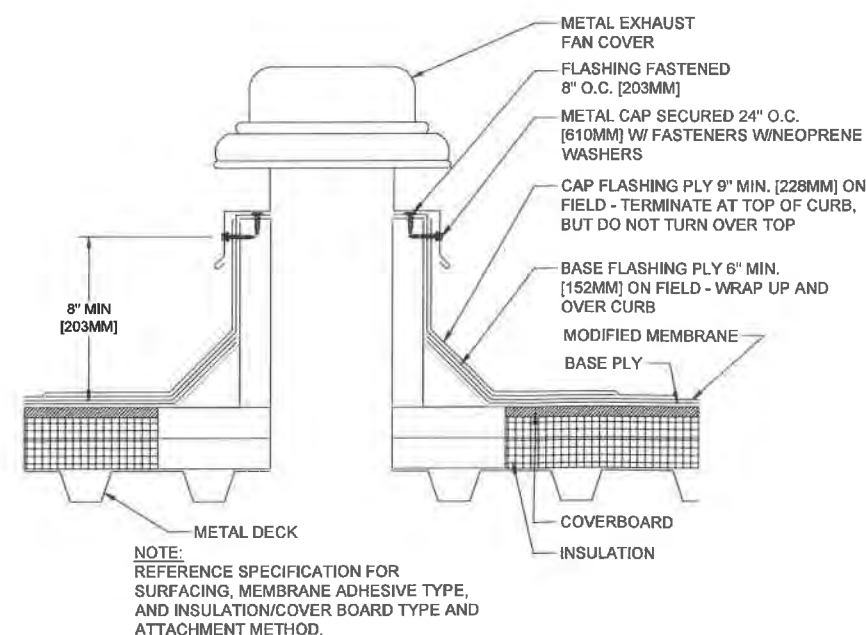
2 PITCH POCKET DETAIL
A-500 SCALE: N.T.S.



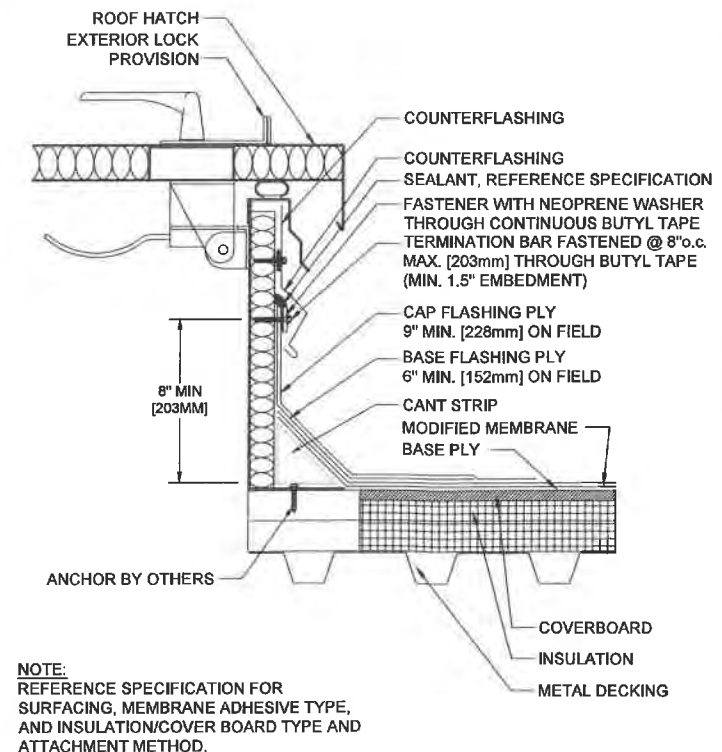
3 HEAT STACK DETAIL
A-500 SCALE: N.T.S.



4 PLUMBING STACK DETAIL
A-500 SCALE: N.T.S.



5 EXHAUST FAN DETAIL
A-500 SCALE: N.T.S.



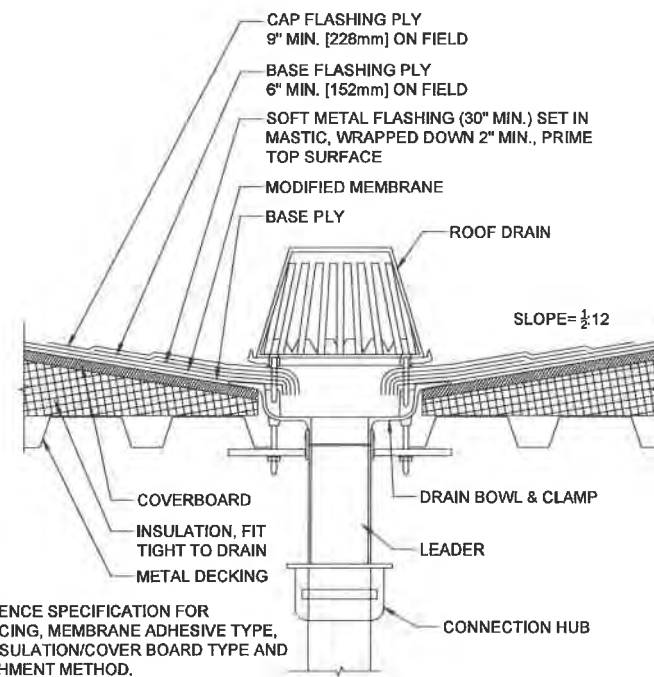
6 ROOF HATCH DETAIL
A-500 SCALE: N.T.S.

Veolia Water
North America-
Northeast, LLC
SMITHFIELD WASTE
WATER PLANT
20 Esmond Mill Drive
Smithfield, RI 02917

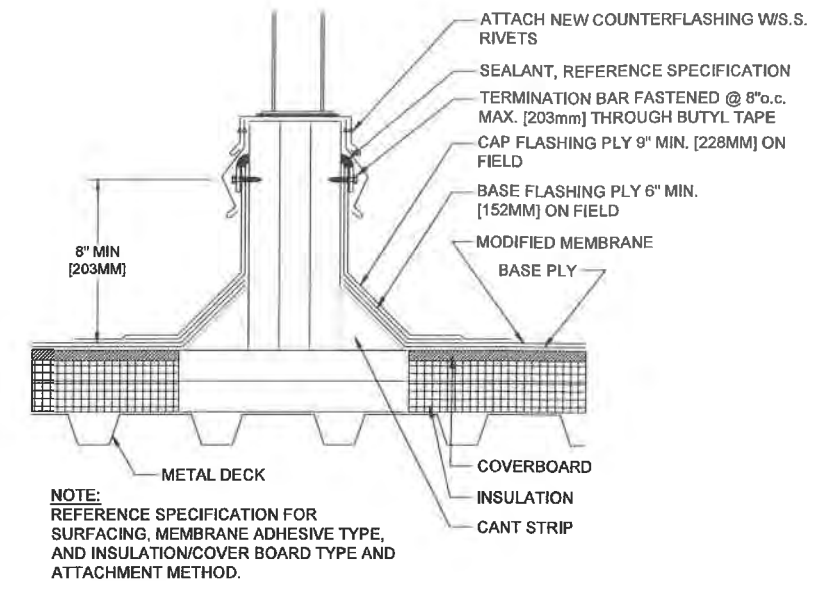
SCALE: AS NOTED
DATE: 08/26/2022
PROJ. #:
DRAWN BY:

ROOF DETAILS
STEEL DECK

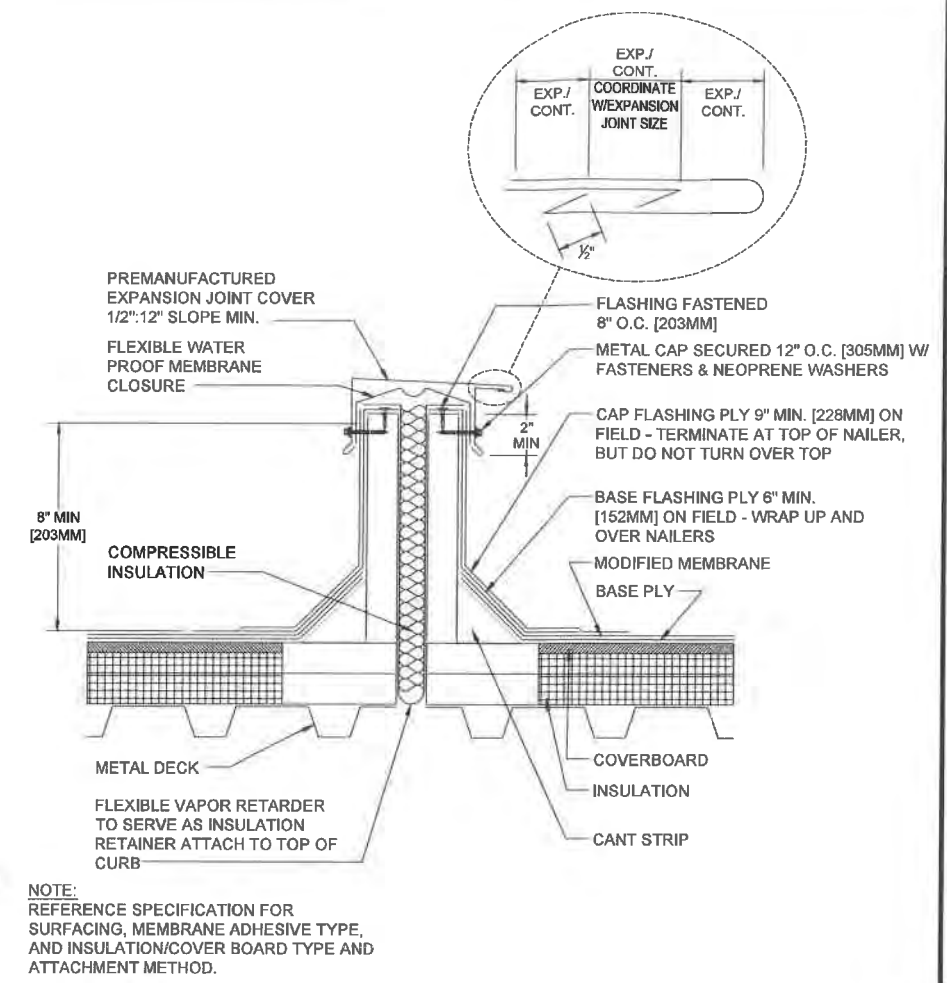
A-500



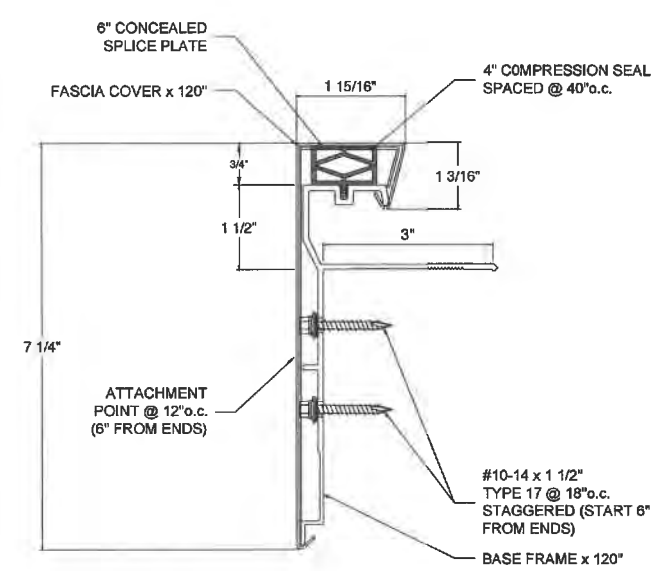
1 ROOF DRAIN DETAIL
A-501 SCALE: N.T.S.



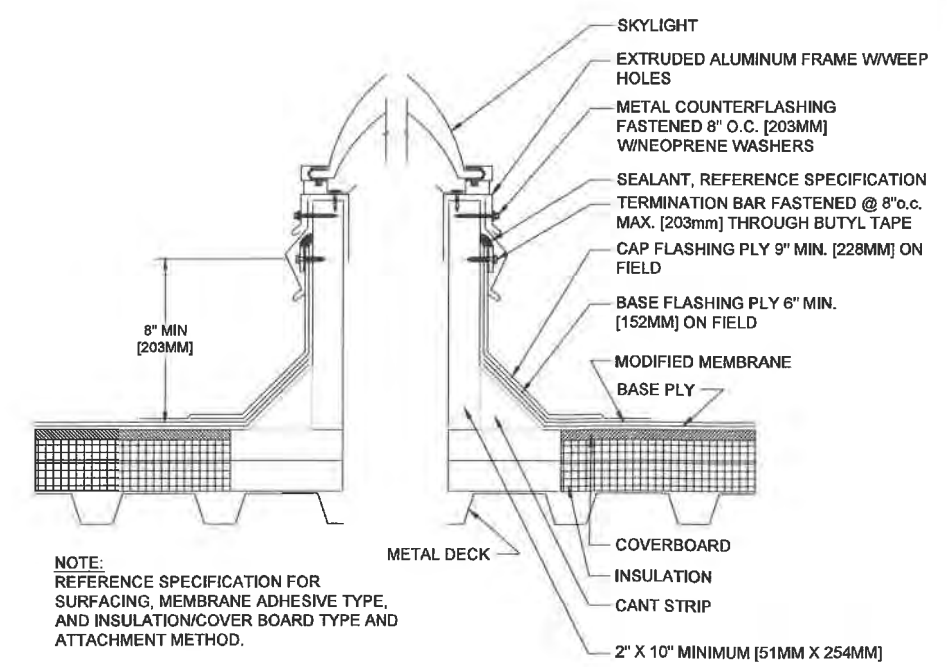
2 EQUIPMENT SUPPORT DETAIL
A-501 SCALE: N.T.S.



3 EXPANSION JOINT DETAIL
A-501 SCALE: N.T.S.



4 R-MER FORCE DETAIL
A-501 SCALE: N.T.S.



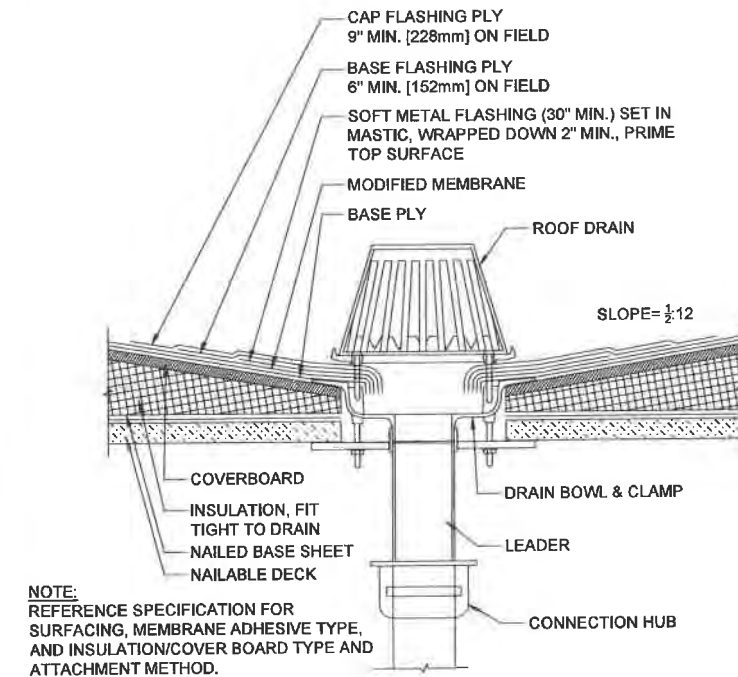
5 SKYLIGHT DETAIL
A-501 SCALE: N.T.S.

**Veolia Water
North America-
Northeast, LLC**
SMITHFIELD WASTE
WATER PLANT
20 Esmond Mill Drive
Smithfield, RI 02917

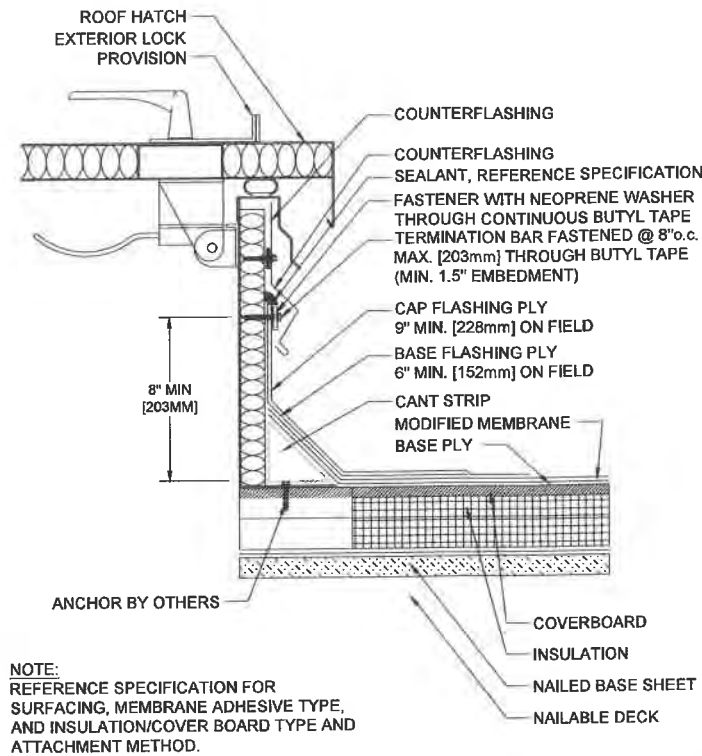
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DATE: 08/26/2022
PROJ. #:
DRAWN BY:

**ROOF DETAILS
STEEL DECK**

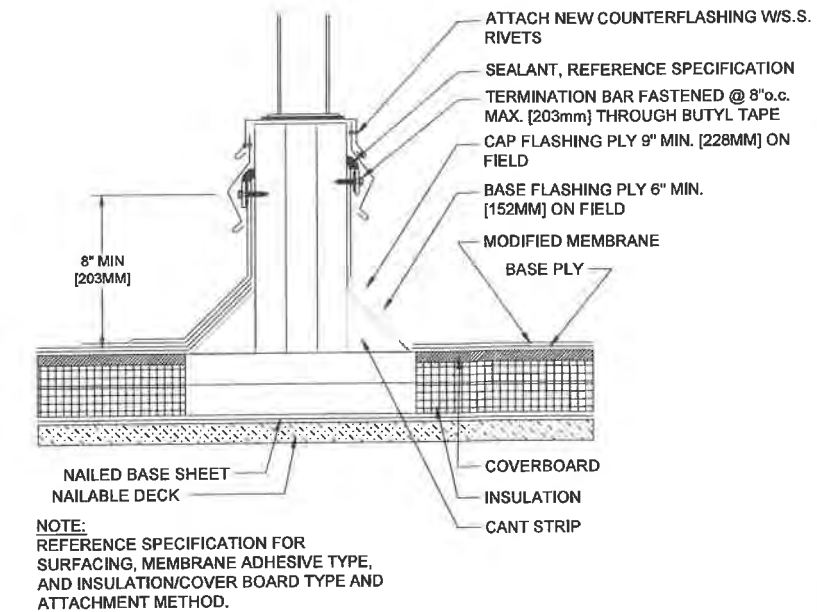
A-501



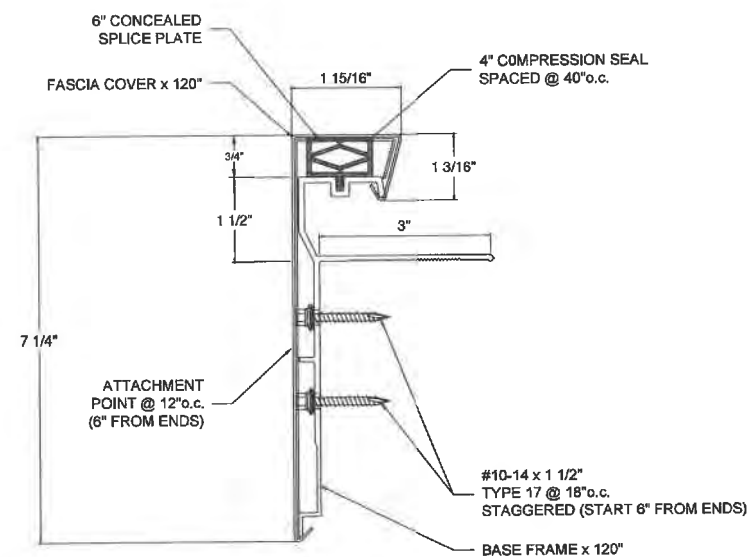
1 ROOF DRAIN DETAIL
A-502 SCALE: N.T.S.



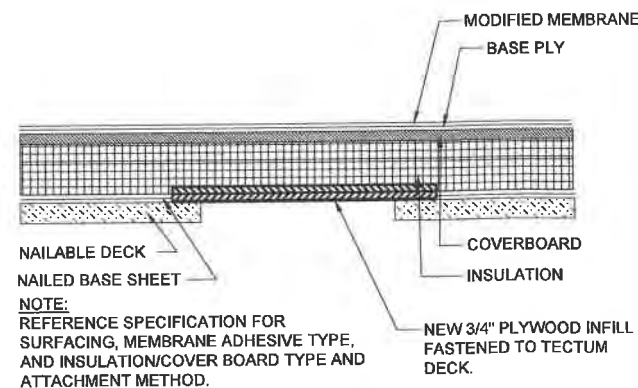
2 ROOF HATCH DETAIL
A-502 SCALE: N.T.S.



3 EQUIPMENT SUPPORT DETAIL
A-502 SCALE: N.T.S.



4 R-MER FORCE DETAIL
A-502 SCALE: N.T.S.



5 INFILL DETAIL
A-502 SCALE: N.T.S.

Veolia Water
North America-
Northeast, LLC
SMITHFIELD WASTE
WATER PLANT
20 Esmond Mill Drive
Smithfield, RI 02917

SCALE: AS NOTED
DATE: 08/26/2022
PROJ. #:
DRAWN BY:

ROOF DETAILS
TECTUM DECK

A-502

Smithfield WWTP Roof Replacement 2022 Admin and Incinerator

	Roofs with 40 Year Warrenty	Roofs with 30 Year Warrenty	Warrenty Difference
Greenwood Industries	\$398,900.00	\$389,900.00	-\$9,000.00
A & M Sheet Metal & Roofing	\$233,850.00	\$227,400.00	-\$6,450.00
Eagle Cornice Co., Inc	\$239,500.00	\$233,800.00	-\$5,700.00
Capeway Roofing'	\$279,900.00	\$274,400.00	-\$5,500.00

SECTION 00313
BID PROPOSAL FORM

Date: **10-26-22**

To: Dan Finan, P.E., Project Manager
Email: Daniel.finan@veolia.com
For: Smithfield Wastewater Treatment Plant - Roof Replacement - Administration/Incinerator (C & D)
From:

Capeway Roofing Systems, Inc.
664 Sanford Rd.
Westport, MA 02790

The undersigned hereby proposes to furnish labor and materials necessary for re-roofing in full compliance with these contract documents. The undersigned, as bidder, declares; that the parties in this contract proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the Owner is directly or indirectly interested in this proposal; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, the contract drawings, the specifications and other Contract Documents therein referred to; and he proposes and agrees that if the proposal is accepted, he will contract with the Owner in the form of the Contract attached hereby to construct completely, in the manner and time prescribed, the items bid upon, including all work incidental to such items as well as those in all addenda issued prior to the date of opening of proposals, according to the contract drawings and specifications, and that he will accept in full payment therefore the following sum:

Proposed System, manufacturer and description:

Mod-Bit The Garland Co., Cleveland, OH

Note: Bids shall be both written in words and shown in figures.

A - BASE BID: ADMINISTRATION /INCINERATOR ROOF(S) C & D - 40 YEAR WARRANTY

Two Hundred Seventy Nine Thousand Nine Hundred Dollars	\$ 279,900.00
Words	Figures

B - ALTERNATE 1 DEDUCT: ADMINISTRATION/INCINERATOR ROOF(S) C & D - 30 YEAR WARRANTY

Five Thousand Five Hundred Dollars	5,500.00
Words	Figures

Contractor Owner / Office

Title

Dion Calheta, V-President, St of Ma

Address

664 Sanford Rd.

City, State Zip

Westport, MA 02790

(AFFIX CORPORATE SEAL)

The bidder hereby acknowledges receipt of the following addenda:

Addendum No. **One** Dated **10-14-22**

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

*** END OF SECTION 00313 - BID FORM ***

SECTION 00313

BID PROPOSAL FORM

To: Dan Finan, P.E., Project Manager

Date: 10-26-2022

Email: Daniel.finan@veolia.com

For: Smithfield Wastewater Treatment Plant - Roof Replacement - Solids and Administration Roof(s) C & D

From:

Eagle Cornice Co., Inc.

89 Pettaconsett Avenue P#401-781-5978.
Cranston, RI 02920

The undersigned hereby proposes to furnish labor and materials necessary for re-roofing in full compliance with these contract documents. The undersigned, as bidder, declares; that the parties in this contract proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the Owner is directly or indirectly interested in this proposal; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, the contract drawings, the specifications and other Contract Documents therein referred to; and he proposes and agrees that if the proposal is accepted, he will contract with the Owner in the form of the Contract attached hereby to construct completely, in the manner and time prescribed, the items bid upon, including all work incidental to such items as well as those in all addenda issued prior to the date of opening of proposals, according to the contract drawings and specifications, and that he will accept in full payment therefore the following sum:

Proposed System, manufacturer and description:

Mod-Bit

The Garland Co., Cleveland, OH

Note: Bids shall be both written in words and shown in figures.

A - BASE BID: ADMINISTRATION GARAGE ROOF(S) C & D - 40 YEAR WARRANTY

Two Hundred Thirty-Nine Thousand Five Hundred Dollars \$ 239,500.00

Words

Figures

B - ALTERNATE 1 DEDUCT: ADMINISTRATION GARAGE ROOF(S) C & D - 30 YEAR WARRANTY

Five Thousand Seven Hundred Dollars \$ 5,700.00

Words

Figures

Contractor Owner / Officer

Jon D. Hogberg

Title

Vice President

Address

89 Pettaconsett Avenue

City, State Zip

Cranston, RI 02920

(AFFIX CORPORATE SEAL)



The bidder hereby acknowledges receipt of the following addenda:

Addendum No.	<u>1</u>	Dated	<u>10/14/2022</u>
Addendum No.	<u>N/A</u>	Dated	<u>N/A</u>
Addendum No.	<u>N/A</u>	Dated	<u>N/A</u>

*** END OF SECTION 00313 - BID FORM ***

SECTION 00313
BID PROPOSAL FORM

Date: October 26, 2022

To: Dan Finan, P.E., Project Manager

Email: Daniel.finan@veolia.com

For: Smithfield Wastewater Treatment Plant - Roof Replacement - Solids and Administration Roof(s) C & D

From:

Raymond Santos

Greenwood Industries, Inc.

316 Lockwood Street
Providence, RI 02907

10/26/22

The undersigned hereby proposes to furnish labor and materials necessary for re-roofing in full compliance with these contract documents. The undersigned, as bidder, declares; that the parties in this contract proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the Owner is directly or indirectly interested in this proposal; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, the contract drawings, the specifications and other Contract Documents therein referred to; and he proposes and agrees that if the proposal is accepted, he will contract with the Owner in the form of the Contract attached hereby to construct completely, in the manner and time prescribed, the items bid upon, including all work incidental to such items as well as those in all addenda issued prior to the date of opening of proposals, according to the contract drawings and specifications, and that he will accept in full payment therefore the following sum:

Proposed System, manufacturer and description:

Mod-Bit

The Garland Co., Cleveland, OH

Note: Bids shall be both written in words and shown in figures.

A - BASE BID: ADMINISTRATION GARAGE ROOF(S) C & D - 40 YEAR WARRANTY

Three Hundred Ninety Eight Thousand Nine Hundred Dollars Zero Cents

\$ 398,900.00

Words

Figures

B - ALTERNATE 1 DEDUCT: ADMINISTRATION GARAGE ROOF(S) C & D - 30 YEAR WARRANTY

Nine Thousand Dollars Zero Cents

\$ 9,000.00

Words

Figures

Contractor Owner / Officer David Klein

Title Owner

Address PO Box 2800

City, State Zip Worcester, MA 01613

(AFFIX CORPORATE SEAL)



The bidder hereby acknowledges receipt of the following addenda:

Addendum No. 1 Dated October 14, 2022

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

*** END OF SECTION 00313 - BID FORM ***

MA 01613

SECTION 00313
BID PROPOSAL FORM

Date: 10.26.2022

To: Dan Finan, P.E., Project Manager

Email: Daniel.finan@veolia.com

For: Smithfield Wastewater Treatment Plant - Roof Replacement – Administration/Incinerator (C & D)

From:

A & M Sheet Metal & Roofing Inc
9 Industrial Way
Riverside RI 02915

The undersigned hereby proposes to furnish labor and materials necessary for re-roofing in full compliance with these contract documents. The undersigned, as bidder, declares; that the parties in this contract proposal as principals are named herein; that this proposal is made without collusion with any other person, firm or corporation; that no officer or agent of the Owner is directly or indirectly interested in this proposal; that he has carefully examined the location of the proposed work, the annexed proposed form of contract, the contract drawings, the specifications and other Contract Documents therein referred to; and he proposes and agrees that if the proposal is accepted, he will contract with the Owner in the form of the Contract attached hereby to construct completely, in the manner and time prescribed, the items bid upon, including all work incidental to such items as well as those in all addenda issued prior to the date of opening of proposals, according to the contract drawings and specifications, and that he will accept in full payment therefore the following sum:

Proposed System, manufacturer and description:

Mod-Bit

The Garland Co., Cleveland, OH

Note: Bids shall be both written in words and shown in figures.

A – BASE BID: ADMINISTRATION /INCINERATOR ROOF(S) C & D – 40 YEAR WARRANTY

Two hundred thirty three thousand eight hundred fifty 00/100	\$ 233,850.00
Words	Figures

B – ALTERNATE 1 DEDUCT: ADMINISTRATION/INCINERATOR ROOF(S) C & D – 30 YEAR WARRANTY

Two hundred twenty seven thousand four hundred 00/100	\$ 227,400.00
Words	Figures

Contractor Owner / Officer Michael Hull

Title owner

Address 9 Industrial Way

City, State Zip Riverside RI 02915

(AFFIX CORPORATE SEAL)

The bidder hereby acknowledges receipt of the following addenda:

Addendum No. 1 Dated 10.14.2022

Addendum No. _____ Dated _____

Addendum No. _____ Dated _____

*** END OF SECTION 00313 - BID FORM ***



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chairman

Ernest E. Powers, Vice Chairman

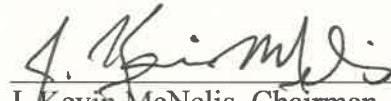
Louis Catarina, Secretary

December 15, 2022

MEMORANDUM

TO: Smithfield Town Council

FROM:


J. Kevin McNelis, Chairman
Smithfield Sewer Authority

**RE: Wastewater Treatment & Collection System
10-Year Operations & Maintenance Contract
Request for Proposal Advertisement Authorization**

Honorable Town Council,

The Sewer Authority has favorably considered and acted upon a request from the Town Engineer to forward a recommendation to the Town Council authorizing the advertisement of the 2023 WWTF Operation & Maintenance (O&M) Service Contract Request for Proposals (RFP), pending final review by the Town's legal counsel. The current wastewater O&M contract with Veolia Water is set to expire in May, 2023.

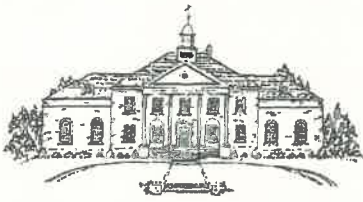
The Town Engineer and Sewer Authority have been working with the Town's professional consultant CDM-Smith over the course of the last five months to provide a final working draft of the RFP. The RFP has been forwarded to the Town's legal counsel for review. Initial review is ongoing by legal counsel any required revisions will be worked in the final RFP document prior to any advertisement.

Since this document substantially addresses the major items of concern to advertise the ongoing wastewater system needs on a contractual basis for the Town of Smithfield, the Authority respectfully requests the Council's approval to issue the advertisement of this RFP at this time.

Moved: *The Smithfield Town Council hereby authorizes the issuance of a 10-Year Wastewater Treatment Facilities & Collection System Operations & Maintenance Request for Proposals, pending the final review by the Town's Legal and Bond Counsels.*

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Anthony Gallone, Esq., Town Solicitor
Kevin Cleary, PE, LSIT, Town Engineer
Danielle Carey, Finance Director
Carlos Santos, Procurement Agent
Kevin Schott, PE, CDM-Smith

Enclosure: Town Engineers 12/7/2022 Memo to SSA



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chairman


Ernest E. Powers, Vice Chairman

Louis Catarina, Secretary

December 7, 2022

MEMORANDUM

TO: Smithfield Sewer Authority

FROM: 
Kevin Cleary, PE, LSIT
Town Engineer

Sewer Authority - 12/14/2022

Motion: Louis Catarina

Second: Ernest Powers

Vote: 3-0

**RE: Wastewater Treatment & Collection System
10-Year Operations & Maintenance Contract: 2023-2033
Request for Proposal Advertisement Authorization**

Honorable Sewer Authority,

The current Wastewater System Operations & Maintenance (O&M) Contract will expire in May 2023; consequently, the Sewer Authority has been taking steps to develop a Request for Proposals to ensure a qualified contractor is selected and in place at the time the current contract expires. The process of drafting a new RFP and appropriate service contract with the intent to have proposals received from potential contractors by early in 2023 has been ongoing for the last five (5) months.

It is in the best interests of the community to move forward with the advertisement of this obligation at this time while the core development of the RFP document is underway.

Some of the highlights of the upcoming wastewater O&M contract will entail the following:

1. A base term of ten (10) years to ensure continuity and solid maintenance of the facilities, while minimizing the costs of procuring and negotiating new contractors.
2. Ability to add two (2), five-year (5) contract extensions to the base ten-year contract.
3. Facility operations of the upgraded tertiary treatment system and existing treatment facility.
4. Ensure the Managed Asset Registry stays accurately catalogued, maintained and delivered back to the Town in a condition similar to or better than the current condition at the conclusion of the contract term.
5. The ability to use the operations contractor to make capital improvements to the system, including previously identified facility and pumping station upgrades, to the extent that the Sewer Authority and Town Council determines, proceeding in that manner is in the Town's best interests.
6. Delivery of an asset management program the Town shares license of to determine the assets preventative, predictive and scheduled maintenance of is adhered to.
7. Collection system maintenance and repairs to ensure compliance with an Administrative Order issued by US EPA which includes minimizing sanitary sewer overflow occurrences. An ongoing easement program will also be a part of the collection system maintenance program.



Town of Smithfield

Smithfield Sewer Authority

64 Farnum Pike • Smithfield, Rhode Island 02917
(401) 233-1041 – Fax (401) 233-1091

J. Kevin McNelis, Chairman

Ernest E. Powers, Vice Chairman

Louis Catarina, Secretary

8. Educational programs to enhance online resources, the Town's website information and for distribution to our local schools, residences and businesses on wastewater system best management practices.

There are critical milestones identified within the request for proposals that identify when certain objectives shall be completed and how often requirements need to be done.

The Town of Smithfield Wastewater Treatment & Collection System Operations & Maintenance agreement is one of the most core critical services to Town facilities that we are responsible to maintain. Wastewater equipment carries one of the greatest asset values of all Town owned assets and the Town is subject to significant regulatory enforcement actions if the facilities are not appropriately operated and maintained in accordance with the RIPDES Wastewater Discharge Permit.

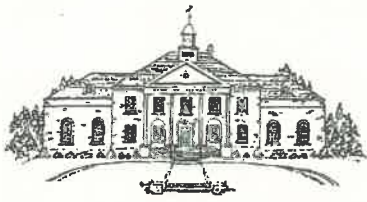
Attached with the RFP Table of Contents you will find a schedule for the advertisement of the requested RFP process. The full contents of the RFP have been redacted at this time as to not allow any information to become distributed prior to the legal advertisement of the RFP that could create an unfair bidding environment. It is critical to ensure Council participation and advancement, with respect to this schedule, to minimize any contract extension out past the date of the expiration of the current contract. The time table for development, legal review, Sewer Authority approval, RFP advertisement, bid-phase & negotiations to contract award, execution and transition is at critical path stage and we are operating under an extremely tight schedule.

The request is that the Smithfield Sewer Authority approve the advertisement of this Request for Proposals contingent upon Legal Counsel review and final approval by the Town Council. During the completion of the RFP, key business terms & conditions will be expressed and a Service Agreement will be issued during the advertisement period as an addendum. The Service Agreement will be the binding legal document the Town and the selected vendor will have to abide by for the next 10-years.

All aspects of the 8 identified key items presented in this memo will be used to pick and choose what services the Town will ultimately employ based on costs of services for any particular item as a deciding factor. There are minimum O&M requirements that cannot be deferred and there are goals/objectives that will carry additional cost to the users in the form of capital costs to upgrade and expand upon the system we have. All the factors that go into those identified items will be a basis for selecting the vendor and what tasks they will be required to perform in the 10-year period.

It is unknown what the O&M service contract costs will be at this time, but it is known that given the state of the economy, the rapid rate of inflation, increases in cost of goods & services, the increases in wages & insurances and the minimum mandatory requirements the RFP carries, the cost of the O&M service contract is not expected to decrease at any point in the next 10 year period.

Smithfield has been fortunate the last 20 years to enjoy, on-average, the lowest sewer usage rate of a wastewater system with a treatment facility in the State of Rhode Island. The current staff is



Town of Smithfield

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committed to continuing that trend and will work to maintain a rate that is one of the most competitive in the industry while providing reliable, quality service that provides for efficiency and performance upgrades to the system which the rate-payers can afford and the Town Council can feel comfortable standing behind.

Moved: *The Smithfield Sewer Authority hereby recommends the Town Council consider and act upon authorization of the issuance of a 10-year Wastewater Treatment Facilities & Collection System Operations & Maintenance Contract Request for Proposals, subject to the review and approval by the Town's Legal Counsel.*

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Anthony Gallone, Esq., Town Solicitor
Danielle Carey, Finance Director
Carlos Santos, Procurement Agent
Kevin Schott, PE, CDM-Smith

Town of Smithfield

Request for Proposal

Wastewater Treatment Facility (WWTF),
Wastewater Pumping Stations and Wastewater Collection System

DRAFT

November 11, 2022

Proposal Due: XXXXX

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Appendix C Map of Town's Sewer Collection System
Appendix D DMRs
Appendix E Collection System Cleaning Hotspots
Appendix F Historical Electric Consumption

5.2 Anticipated Procurement Schedule

A summary of the major activities and schedule anticipated for this procurement are presented in **Table 5-1**. The Town reserves the right to modify this schedule, as it may deem necessary, in its sole discretion. Any changes to the schedule will be made by a formal, written addendum.

Table 5-1 - Anticipated Procurement Schedule

Activity	Due Date
Issuance of RFP	January 6, 2023
Pre-Proposal Submission Conference	January 18, 2023
Managed Assets Inspections	January 23 - February 3, 2023
Deadline for Receipt of Questions Concerning this RFP	February 24, 2023
Issuance of Addenda (if required)	As Needed Service Agreement – [Date], 2023
Proposal Submission Date	March 3, 2023
Proposal Evaluation	March 6 – March 24, 2023
Selection of Preferred Proposed	March 27, 2023
Negotiations	March 28 – April 7, 2023
City Approval Process	April 19 – May 2, 2023
Contract Executed	[May 5, 2023
Transition Period for Selected Proposer	May 6, 2023 – May 12, 2023
Commencement of Operations	May 14, 2023*
<p>* Pending need for RIDEM or EPA approval of contract</p> <p>The Town of Smithfield reserves the right to modify this schedule at any time.</p>	



Town of Smithfield

MEMO

December 16, 2022

TO: Honorable Town Council
DEPT:

FROM: Kevin Cleary, PE, LSIT, Town Engineer
DEPT: Engineer

SUBJECT: Mountindale Road Culvert at Stillwater River - Professional Services
Authorization to Advertise Request for Qualifications

Honorable Council,

The Town Engineers Office has prepared a scope of services to provide structural design phase services for the subject culvert system replacement using Qualification Based Selection services, as required by State law.

\$35,000 is budgeted in the current fiscal year for Capital Improvements Fund related to this project. It is also expected that additional funding in FY24 for professional service will be required to fulfill later tasks identified within the attached RFQ.

Engineering is requesting authorization from the Town Council to advertise the scope of services for the attached request for qualifications that included 2 tasks related to design phase services.

MOVED: *The Smithfield Town Council hereby authorizes the advertisement of a Request for Qualifications for the structural-civil design services of the Mountindale Road Culvert at Stillwater River.*

Attachment: Mountindale Road Culvert at Stillwater River - Request for Qualification

Cc: Randy R. Rossi, MBA, CGFM, Town Manager
Anthony Galone, Esq., Town Solicitor
Carlos Santos, Procurement Agent
Gene Allen, Director of Public Works

TOWN OF SMITHFIELD

State of Rhode Island

Terms and Requirements for Request for Qualifications

Item Description: Mountindale Road 72" Double Culvert Replacement Project – Qualification Statements for Design Phase Services
Date and Time to be OPENED: **Monday, February 6, 2023, at 10:00 AM**

Proposals may be submitted up to **10:00 AM** on the above meeting date to the **Procurement Agent, Smithfield Town Hall**, 64 Farnum Pike, Smithfield, RI 02917, during normal business hours, 8:30 AM through 4:30 PM. At which time all proposals will be publicly opened and read aloud at the Town Council Chambers, second floor, Town Hall.

INSTRUCTIONS

1. Qualification Statements must be submitted in a sealed envelope and must be clearly labeled "Qualification Statement for Design Phase Services - Mountindale Road 72" Double Culvert Replacement Project". The envelope shall be addressed to the **Procurement Agent**, Smithfield Town Hall 64 Farnum Pike, Smithfield, RI, 02917. Any communications that are not part of the Qualification Statement should have "**NOT A QUALIFICATION STATEMENT**" written on the envelope or wrapper.
2. Qualification Statements must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
3. Qualification Statement responses must be in ink or typewritten.
4. Each responder is required to state in their Qualification Statement their full name and place of residence/business; and must state the names of persons or firms with whom he/she is submitting a joint proposal. All Statements and Proposals **SHOULD BE SIGNED IN INK**.
5. One original Qualification Statement and **four copies** shall be submitted.
6. The Town will hold a mandatory pre-proposal conference to pre-qualify all interested parties seeking to submit qualification statements under the terms of this request for qualifications. **The pre-proposal conference will be held at the Smithfield Town Hall, 2nd Floor Town Council Chambers on Wednesday, January 18, 2023 at 10:00 AM.**

TOWN OF SMITHFIELD

State of Rhode Island

NOTICE TO QUALIFIED VENDORS

1. The Town of Smithfield, Rhode Island (“the Town”) reserves the right to waive any and all informalities and to award the contract on the basis of the most qualified proposal statement in the best interest of the Town.
2. No qualification statement will be accepted if made in collusion with any other responder.
3. A responder who is an out-of-state corporation shall qualify or register to transact business in this State, in accordance with R.I. Gen. Laws, 7-1.2-1401.
4. The Town of Smithfield reserves the right to reject any and all qualification statements.
5. Qualification Statements shall be evaluated in accordance with Section VIII, Evaluation Criteria of the Request for Qualifications, attached hereto.
6. The Town of Smithfield reserves the right to award to one responder, or to split the award.
7. All Qualification Statements will be disclosed at the formal opening. After a reasonable lapse of time, tabulation of statements may be seen on the Town’s website (www.smithfieldri.com/bids)
8. As the Town of Smithfield is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted in the separate Fee Proposal are not to include these taxes.
9. The proposer will not be permitted to either assign or underlet the contract, nor assign legally or equitably any moneys hereunder, or its claim thereto without the previous written consent of the Town Manager or his designee.
10. Delivery dates must be shown in the Qualification Statement. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
11. A certificate of insurance shall be required of a successful bidder within five (5) days of contract award. The Town of Smithfield shall be an *additionally named insured* in the title holder box of said certificate.
12. Qualification Statements may be submitted on an “equal” in quality basis. The Town reserves the right to decide equality. Responders must indicate brand or make offered and submit detailed specifications if other than the brand requested.
13. For contracts involving construction, alteration and/or repair work, the provisions of State Labor Law concerning payment of prevailing wage rates apply (See R.I. General Law Sec. 37-13-1 et seq. as amended).
14. No goods should be delivered or work started without Notice from the Town.

TOWN OF SMITHFIELD

State of Rhode Island

PROFESSIONAL SERVICE PROPOSAL TERMS

1. It is hereby mutually understood and agreed that no payment for extra work shall or will be claimed or made unless ordered in writing by the Town Manager or his designee.
2. Selection shall be made in accordance with Section IX, Final Selection, of the Request for Qualifications, attached hereto.
3. Failure to deliver within the time quoted or failure to meet specifications may result in default action in accordance with the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.
4. Only one shipping charge will be applied in the event of partial deliveries for blanket purchases or term contracts.
5. The successful responder shall, prior to commencing performance under the contract, attach and submit evidence that they have complied with the provisions of the Rhode Island Worker's Compensation Act Title 28, Section 1, et seq (R.I.G.L.). If the successful responder is exempt from compliance under the Worker's Compensation Act, an officer of the successful responder shall so state by way of sworn Affidavit which shall accompany the signed contract.
6. The successful responder shall, prior to commencing performance under the contract, attach and submit a certificate of insurance, in a form satisfactory to the Town by which the successful responder will indemnify and hold harmless the Town during the term of the contract from claims for personal injury or damages to property sustained by third person, or their agents, servants and/or claimed under them.

REQUEST FOR QUALIFICATIONS
MOUNTAINDALE ROAD OVER STILLWATER RIVER
TWIN 72" DIAMETER CULVERT REPLACEMENT PROJECT
DESIGN PHASE SERVICES

I. INTRODUCTION

The Town of Smithfield is soliciting Qualification Statements from engineering firms for professional engineering services relating to design phase services for infrastructure replacement of the Twin 72" Diameter Culvert System on Mountaindale Road over the Stillwater River in Smithfield, RI, including any temporary access provisions needed.

II. BACKGROUND

The Town of Smithfield presently owns and is responsible for the maintenance of the a double barrel 72" reinforced concrete culvert system under Mountaindale Road which carries flows from the Stillwater River. The Town is seeking to make certain improvements to said culvert system relating to the replacement of the existing structure. It is estimated that no major work has been completed on this river crossing since prior to the 1970's and only minor maintenance has occurred since.

The Mountaindale Road 72" Diameter Double Barrel Culvert System consists of two, 72-inch diameter reinforced concrete pipes under Mountaindale Road to convey flows from the Stillwater Road. Said culvert system has a mix of headwalls consisting of stacked precast concrete curbing on the inlet along with loose stacked stone rubble on both the inlet and outlet sides of the culver system, as can be further described and detailed as shown in Appendix A: "August 30, 2022 Existing Conditions Report of the Mountaindale Road Culvert over Stillwater River." The Mountaindale Road culvert system carries parts of the paved portions of Mountaindale Road connecting between Pleasant View Avenue (RI Route 116/5) and Spragueville Road. The culvert crossing is located in the Town of Smithfield, RI at coordinates 41d53'4" latitude, -71d32'2" longitude. The culvert system carries flows of the Stillwater River which is a tributary of the Woonasquatucket River, further contributory to the Narragansett Bay generally from northwest to southeast. The most recent 2015 release of FEMA's digital FIRM maps, shown in Appendix B, includes the reach of the Stillwater River with a Zone AE 100-year flood elevation of 215 M.S.L., according to FEMA FIRM Map 44007C0168H, effective October 2, 2015.

The bridge carries one known utility across the structure. The associated utility, to the best available information within the Town's possession is an 8-inch asbestos cement/clay sanitary sewer main which shall need to maintain continuous operation during any replacement program. Further information of the sanitary sewer main can be seen in the December, 1974 Sewer Authority Sewer Plan and Profile along Mountaindale Road, under Contract 4 Sheet 43, as shown in Appendix C.

III. INTENT

The Town is interested in retaining a professional structural-civil engineering design consultant to review culvert inspection reports, provide an opinion of the reports, prepare a design of an adequate span replacement or rehabilitation sufficient to carry FWH A H-20 loading requirement, maintain the live function of the existing sanitary sewer main and provide sufficient levels of details throughout the design phase to provide the Town with a reasonable opinion of cost for construction until plans are finalized and ready for construction bid phase. The Town of Smithfield will aid in the successful negotiations of any abutting landowners to acquire the necessary temporary access easements, should they be needed. The Town desires to construct a simple, efficient and cost effective span to serve the community needs for the next 80 years.

IV. SCOPE OF SERVICE

The scope of service for this request for qualifications is to provide the Town with professional services as identified in Tasks 1 and 2 below, with the ability to amend the agreement as indicated in tasks 3, 4 and 5, as work progresses and required works become known. The following tasks shall be considered in the firm's Qualification Statement to the Town:

Task 1: File Review of Inspection Reports, Structural Analysis, Existing Utilities– The selected Consultant will provide ample time to complete a review of any and all available RIDOT inspection reports and any inspection data reports acquired by the Town. Items to be evaluated are the approaches to the culvert system, the two abutments, the roadway surface, guardrail systems, existing utilities and any other ancillary equipment vital to the function and safety of the bridge in the area of the crossing. In addition to the findings of the existing areas defined above, the report shall include at least two recommended repair/rehabilitative actions that can be employed to meet the Town's intentions, as indicated in section III. Consultant shall include a preliminary range of estimated costs of construction for said recommended actions, as identified in the structural report.

Task 2: Design of Recommended Structure Replacement- The selected Consultant shall develop plans and specifications with recommend actions deemed most favorable to the Town along with any alternates, for approval by the Town prior to construction bid phase. Said design stages shall include a conceptual layout and description of work, 30%, 90% and Bid Phase set of plans and specifications for the Town to advertise for construction phase services, along with opinion of probable costs at the 30%, 90% and Bid Phase submissions. The selected Consultant shall incorporate any and all existing utilities within the area and be advised that no permanent relocation of utilities shall be permitted. The Consultant shall be responsible to coordinate soil borings, test pit excavations, land survey or any other investigatory research that may be needed during the design phase to comply with the intention of the span's replacement plan. Each phase of design would be accompanied with a detailed estimate of construction costs and appropriate contingencies commensurate with the stage of design. Consultant shall plan on attending a minimum of six (6) meetings with the Town to coordinate the design effort.

The selected Consultant would be responsible for coordinating each phase of design with any applicable regulatory authorities that shall have responsibility for reviewing permits, as identified in Task 3, below.

The Consultant would need to identify all permits that are anticipated and their costs associated to the Town as soon in the design phase as possible.

All phases of planning and designing said culvert system shall be approved and stamped by a registered professional structural engineer competent in the planning, design and construction of highway bridges in the State of Rhode Island. Said Consulting Firm shall have a valid Certificate of Authorization to conduct engineering business in the State of Rhode Island.

Task 3 Permitting - As may be approved under a subsequent contract amendment by the Town, the selected Consultant may be authorized to prepare any necessary permit applications to the State of Rhode Island Department of Environmental Management Freshwater Wetlands, US Army Corps of Engineers, FEMA, Rhode Island Department of Transportation and any *other* applicable State or Federal agency that may have jurisdiction over the designed bridge repair/replacement activities. The Consultant would be required to inform the Town of all permit costs and requirements needing fulfillment prior to the submission of any permit applications. The Town would directly pay for any permit applications that may be required. Meeting attendance with the Town and regulatory agencies would be required as part of this task. It is estimated that three (3) meetings with regulators will be needed to fulfill the permit obligations. The selected Consultant will be responsible to finalize any permit requirements, comments, additions, deletions or edits as required by the Regulatory agencies who issue respective permits related to this task.

Task 4 Construction Bid Phase – As may be approved under a subsequent contract amendment by the Town, the selected Consultant may be authorized to complete any remaining tasks to aid the Town in the issuance of the bid plan set to the Town Finance Director, Town Engineer, DPW Director and/or Town Manager or any other overseeing designee of the Town. Said Consultant shall be available to attend any mandatory construction pre-bid conferences, bid collection, assist in the review of the collected construction bids and provide the Town and qualified bidders with any supplemental bid information, addenda or assistance during the bid phase process.

Task 5 Construction Phase Services – As may be approved under a subsequent contract amendment by the Town, the selected Consultant shall prepare a construction phase amendment to the Town to provide for complete construction phase services to include part-time project oversight of construction contractor, inspection, reporting, submittal review, responses to requests for information, payment application review, change order review/recommendations, and final reporting to the regulatory agencies that have jurisdiction of the permits for the project.

V. SITE ACCESS

The Mountindale Road Double Barrel Culvert System may be accessed by any private party at any time during daylight hours since the area is of public use on a public highway. It is recommended the selected consultant coordinate with the Town staff prior to a site visit should any of the following, but not limited to, be needed:

1. Particular restricted access
2. Boat access to view under the bridge
3. Temporary traffic control devices
4. Any other accommodation.

VI. INQUIRIES

Any questions regarding this project can be directed to the Town Engineer at kcleary@smithfieldri.com. All existing documents pertaining to the project, past work, existing record information, drawings and reports may be made available in the office of the Town Engineer upon request by a prospective consultant. Please see all available Appendices included with the RFQ.

VII. FORM OF QUALIFICATION SUBMISSION

1. A total of (4) four copies of the Qualifications Statements are to be submitted on a letter size sheets (8½" by 11") in recommended size 12-font. Any smaller font size or any oversized submissions will not be accepted.
2. Proposers wishing to respond to the RFQ must supply the following information in the order listed below:
 - a **Title page** - legal name of the proposer, address, telephone number, year firm was established (if applicable), type of organization, and date of submittal.
 - b **Purpose & Project Understanding** - brief statement of the proposer's philosophy, interests, and goals with regard to the project and an in-depth understanding of this Request for Qualifications along with the proposer's method of approach and staffing for this project. Specific description shall be provided for the Tasks identified under the Scope of Services and then the firm shall elaborate on the remaining tasks with sufficient detail to provide the Town with a solid representation of the firm's understanding of the overall goal of the Town.
 - c **Organization** - brief description of the organization and services offered.
 - d **Relevant Experience** - list of similar, nearby projects completed by the proposer. Include client name and contact information; project name; total project cost; cost of proposer's contract; description of services rendered.
 - e **List of References** – provide a list of contact name(s), position of reference, organization name and telephone number.
 - f **Staff Qualifications** - include the proposed staff to be assigned to this proposal, include resumes for each, and identify their qualifications of similar projects and any applicable professional registration and certifications. Provide an organization chart indicating roles of all individuals involved in this project.
 - g **Sub-Consultant(s)** – If applicable, the proposer shall disclose the intended use of all sub-consultant firms(s); include each sub-consultant's organizational structure, business background, services offered, office location and the type of work they will perform in response to this solicitation (i.e., survey, geotechnical, testing, excavation ,etc.).
 - h **Financial stability** - statement of proposer's financial stability.

- i **Fee Proposal** – As to be compliant with Rhode Island Law for professional services, a fee proposal shall not be tendered at the time of qualification statement receipt. See Section VIII below.

VIII. EVALUATION CRITERIA

The method of evaluation and selection criteria of a qualified firm will be in accordance with the Brooks Law, Public Law 92-582, for Qualifications Based Selection (QBS), see attachment C.

1. A Selection Committee will be appointed by the Town Manager to evaluate proposals and recommend selection to the Town Council. It is anticipated the Selection Committee will be comprised of, but not limited to the Town Engineer, Director of Public Works, Deputy Director of Public Works, Procurement Agent and the Town Planner.

The proposals will be evaluated and will be based upon the following criteria:

- a. Proposer's thorough and in-depth understanding of this RFQ (10 points)
 - b. Demonstrated experience and expertise with similar local projects as evidenced by FIRM'S apparent ability to supply qualified staff and demonstrated accuracy in reporting documentation for a range of different project management, testing and inspection assignments performed simultaneously. (10 points)
 - c. Method of approach and assignment of staff (tiered chart of staff). Scoring for method of approach is critical to the Town to understand a cost effective replacement strategy that will ultimately generate a construction project the Town can budget and pay for. (30 points)
 - d. Staff qualifications and certifications as applicable (10 points)
 - e. Form of Qualification Statement (items a-h) (15 points)
 - f. Organization, thoroughness and proposal presentation as submitted (10 points)
 - g. Firm's current workload (5 points)
 - h. Value Added Performance: Respondents that can demonstrate a value added performance measure that makes their qualification package unique, including, but not limited to in-house ability to provide inspection services, materials collection or any other unique elements or added characteristics that improves the overall qualification proposal. (10 points)
2. The Selection Committee will review and rank the Qualification Statements received. The consultants from the top (3) three ranked Statements may be invited to an interview by the Selection Committee. A maximum of 30 minutes will be allowed for any oral interview.
 3. The Town Manager and the Selection Committee may conduct negotiations with the highest ranked Consultants. At the time of negotiations, the selected Consultants may be requested to submit a Fee Proposal and it shall be used for the basis of negotiations. Once a Consultant may be prompted for a Fee Proposal, criteria for said proposal will be furnished by the Town upon successful negotiation.

If an agreement cannot be reached with the highest ranked Consultant, the Town may negotiate with the second most qualified Consultant. In the event an agreement cannot be reached with the second most qualified Consultant, then Town may negotiate with the third most qualified Consultant and so on until the list of qualified proposers is exhausted. Once negotiations have ceased with a Consultant, this Consultant will not be reconsidered for this master agreement.

IX. FINAL SELECTION

1. The Selection Committee will review and score Qualification Statements received. The consultant from the top ranked proposals *may* be invited to an interview by the Selection Committee or Town Manager. A maximum of 30 minutes will be allowed for any oral interviews, if required.
2. The Selection Committee will select the best qualified firm based on the evaluation criteria above, in Sec. VII. Once the selected firm is chosen, the FEE PROPOSAL shall be evaluated for compliance with the specifications herein.
3. The Smithfield Town Council will ultimately select a firm after taking into account the recommendation submitted by the Selection Committee. Following the notification of the firm selected, it is expected a contract will be executed by the parties.
4. A firm's submission of a Qualification Statement indicates acceptance of all the conditions contained in this RFQ unless clearly and specifically noted in the Qualification Statement & Fee Proposal submitted.
5. Once the Consultant is selected and the contract signed, the consulting firm shall have forty-five (45) calendar days following the Notice to Proceed to complete Task 1, as identified in the Scope of Service and from there shall have three hundred and sixty-five (365) days to complete Tasks 2 and 3, as identified in the Scope of Service. It is expected to have the project permit applications submitted in fall of 2023, for construction in spring/summer 2024.

X. INSURANCE REQUIREMENTS

Prior to entering into a contract, the selected consultant will be required to obtain a Certificate of Liability Insurance as required below and maintain current insurance coverage throughout the contract duration.

1. **Commercial General Liability:** The limits of coverage shall be no less than \$2,000,000 per occurrence.
2. **Professional Liability Insurance Covering Errors and Omissions:** The limits of coverage shall be no less than \$5,000,000 per occurrence/aggregate. The principal Firm may not disclaim responsibility for the acts or omissions of its subcontractor or other professional engineer.
3. **Statutory Workers Compensation and Employers' Liability Insurance:** The limits of coverage shall be no less than \$500,000 per occurrence. This will include all of his/her employees to be engaged in work on the project under this agreement, and in case any such work is sublet, the CONSULTANT shall require the sub-CONSULTANT similarly to provide Workers Compensation and Employers' Liability Insurance for all of the latter's employees to be engaged in such work.

XI. PAYMENT TO CONSULTANT(S)

Consultants will be paid once the work associated when each task is completed in accordance with the Scope of Services. Payment for any subsequent task shall only be considered upon approval of the initial agreement for Task 1, 2 and 3 and upon approval of any such amendment for the subsequent tasks, with applicable fee structure, hourly rate, markup, total fee, etc. as authorized under the first 3 Tasks and as

approved by the Town Manager or his designee. Monthly progress payments are acceptable, upon invoice, for any work approved as an amendment.

Any extra work, which is outside the scope of this proposal, will be subject to review and approval by the Town Manager and the execution of appropriate contract documents prior to performance of that work. Any work outside the scope of this proposal, which is performed prior to approval, may not receive compensation.

XII. SCOPE REVISIONS

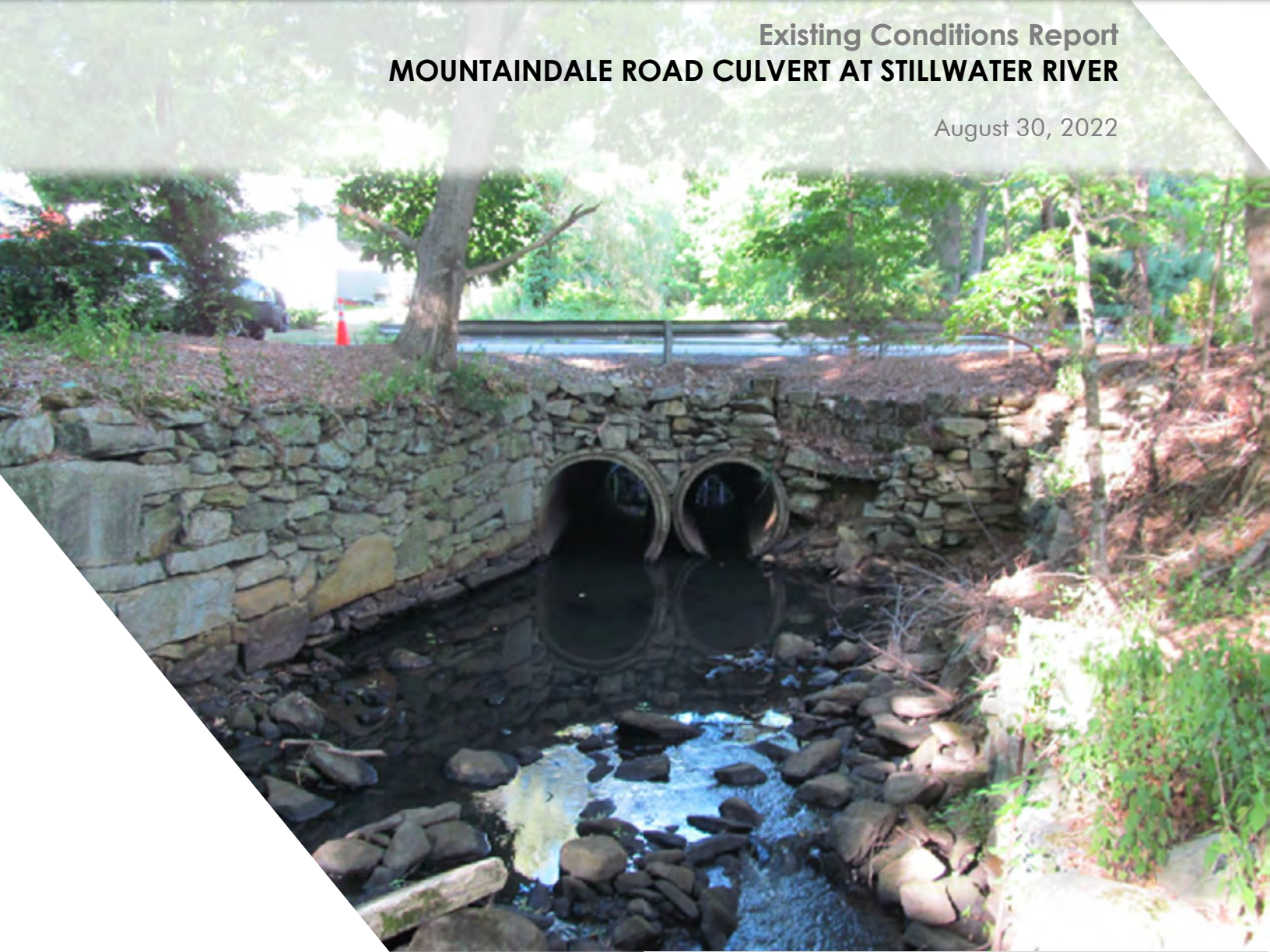
In the event that project requirements change or unforeseen conditions are encountered, which require additional work beyond the agreed scope of services, the Consultant will bring those items to the attention of the Town before proceeding and obtain an addendum to the scope of services and cost. Additional services and/or deviations from the scope of service outlined herein may warrant modifications to the total fee. The Consultant will provide approved additional services and/or out-of-scope activities in accordance with the mandates, rules and regulations, as approved and authorized by the Town.

APPENDIX A:

2022 Bridge Inspection Report

Existing Conditions Report MOUNTAINDALE ROAD CULVERT AT STILLWATER RIVER

August 30, 2022



Prepared for the
**TOWN OF SMITHFIELD
RHODE ISLAND**



LOCAL OFFICE:

63 Sockanosset Crossroad, Unit 4C, Cranston, RI 02920 | Toll Free: (866) 635-7740 | Ph: (401) 270-5401 | Fax: (401) 270-5403
www.aiengineers.com

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River

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Existing Conditions Report: Mountaindale Road Culvert at Stillwater River

EXECUTIVE SUMMARY

The Town of Smithfield retained Inc. AI Engineers (AIE) to perform an inspection and evaluation of the existing twin pipe culvert located at Mountaindale Road just south of RI 116. The existing culvert consists of two (2) Reinforced Concrete (RC) pipes placed side by side extending the full width of the roadway. The pipes are oriented in the east-west direction while Mountaindale Road over the culvert runs in the north-south direction. Stillwater River flows through the culvert pipes from the west to the east. The northern RC pipe is a 60-inch diameter pipe while the southern pipe is a 72-inch diameter pipe. The culvert is located immediately downstream of an existing stone masonry dam on the west.

On March 2, 2022, the Town of Smithfield inspected the culvert and noted deteriorating conditions at the culvert and its vicinity and recommended that a full evaluation of the culvert be performed during low-flow summer months, particularly to investigate a suspected pipe settlement, scour conditions and erosion noted at the northeast corner.

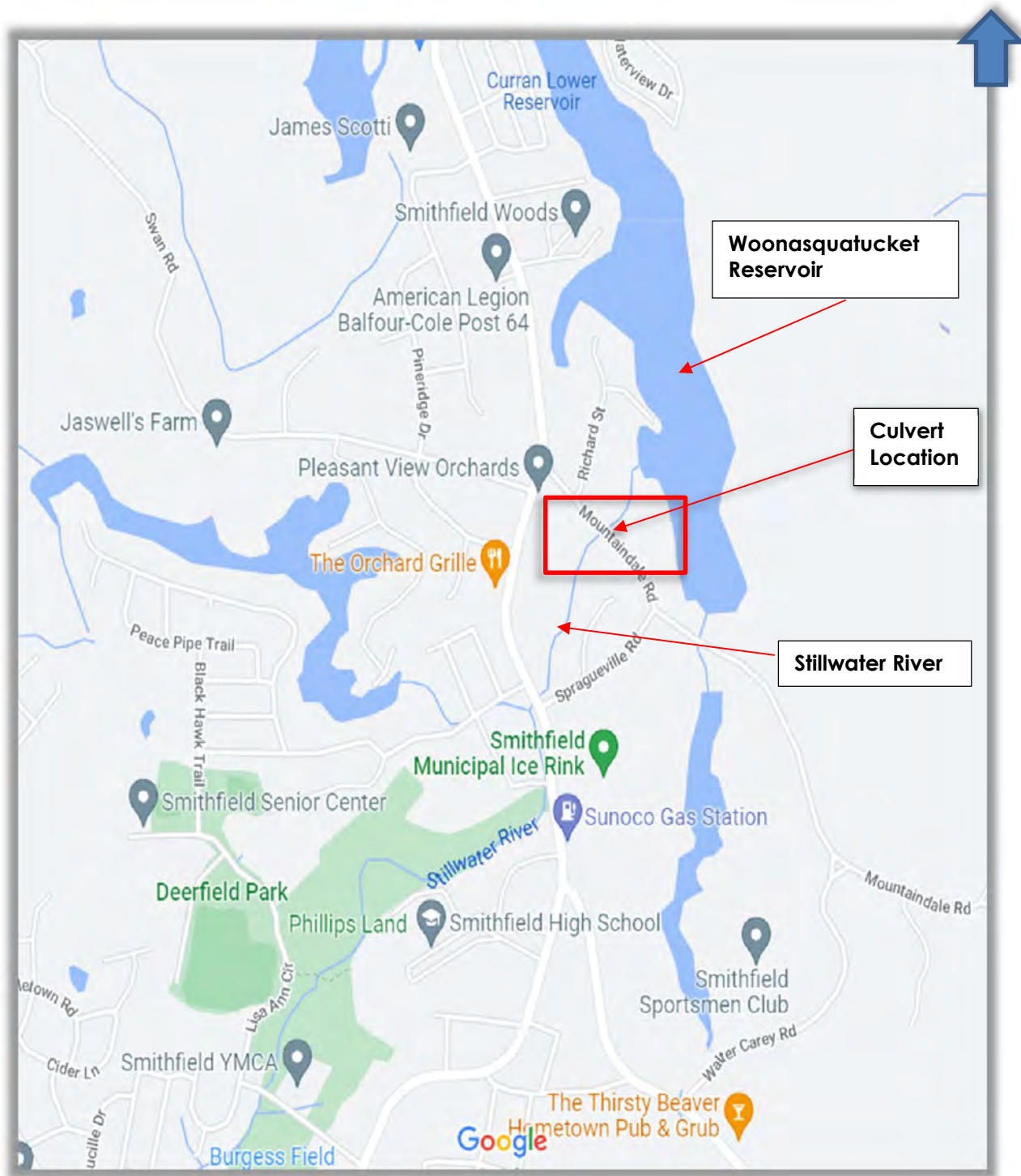
AIE performed an inspection and evaluation of the culvert pipes, headwalls, the traffic rail system, and its vicinity on Aug 18, 2022. Based on the existing conditions observed during the inspection, AIE recommends that the existing culvert needs complete replacement. Furthermore, the existing rail system needs to be upgraded with a new one that can provide traffic safety in accordance with today's safety standards.

Evaluating the type of replacement structure or culvert at this site is beyond the scope of this report and can be performed at a later stage if requested by the Town.

Further, to replace the existing culvert, Mountaindale Road at the culvert will have to be closed with local traffic detoured along an available and feasible detour route. Temporary water-handling to perform the repairs or potential replacement of the culvert will be necessary. Stage construction by maintaining one-way alternating traffic may be possible; however, this will increase the duration of repair/rehabilitation or replacement construction. The costs for repair/rehabilitation or full replacement have also not been evaluated in this report but can be performed if desired by the Town.

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River

LOCATION MAP



Existing Conditions Report: Mountaindale Road Culvert at Stillwater River

EXISTING CONDITIONS

The following are AIE's observations of the existing conditions noted during the inspection and recommendations for rehabilitation and/or replacement for the Town's consideration.

Roadway: The southbound lane of Mountaindale Road Bridge over the culvert has minor settlement over the bridge with a more recent bituminous concrete patch at the NW corner of approximately 10 feet by 4 feet that is settled to ½ inch (Photo 6). There are two 6-foot-4-inch-long partially sealed cracks open to ¼-inch, off the corners of the patch, one crack in the north approach, one crack in the top of deck (Photo 6). The metal beam guardrails have minor corrosion (Photos 7 and 8). The blunt ends of the metal beam rails are not protected or marked with object markers, both the south ends of the west and east guardrails are missing terminal ends (Photos 9 and 10). In general, the existing rail system does not meet today's safety standards.

Headwalls: The existing west headwall consists of stacked concrete blocks that have signs of shifting and settlement (Photos 1 and 12). The east headwall consists of dry-laid stones with voids, settlement, and missing stones (Photo 2). A portion of the northeast retaining wall has failed, which caused a portion of the wall to be unsupported, and significant erosion of the embankment has occurred (Photo 11).

Culvert-RC Pipes: The culvert consists of two (2) RC pipes placed side by side extending the full width of the roadway (Photos 13 and 14). The northern pipe is 60 inches in diameter while the southern pipe is 72 inches in diameter. The joints within the two pipe segments have gaps and separations at the joints that have exposed the fill material above the pipes at a few locations (Photos 15 and 16). There are random spalls with and without exposed rebar, hairline cracks, and efflorescence at the joints (Photo 17).

The channel flow in the north pipe drops significantly in the second pipe segment from the west end indicating settlement at the joint that has lifted the pipe at the inlet. As such, flow of water through the second segment of the northern pipe is obstructed due to vertical misalignment of the two pipe segments (Photo 18). Also, there is a gap between the two pipes near the bottom of the stream. A continuous flow of water was observed flowing through this gap between the pipes. (Photo 19). There is undermining of both pipes at the west headwall up to 2-feet, 5-inches deep (Photos 20 and 21).

Channel: The upstream channel has a dam/spillway that is in close proximity to the culvert (Photo 22). The channel consists of mostly sand and large boulders. The channel banks are protected with dry-laid stones. At approximately 2 feet east of the southern pipe on the downstream end, there is a scour hole approximately 5 feet in diameter up to 2 feet deep (Photo 23). Two logs and other debris are blocking the inlet (west end) of both pipes (Photo 24).

Overall Assessment

The culvert is in overall poor condition and the rail system does not meet today's traffic safety standards. The northeast portion of the headwall needs to be stabilized. There is undermining and gap between the two pipes along the entire length of the culvert pipes. Water flowing into the inlet also seems to flow between the two pipes. This will eventually cause undermining of both pipes and settlement of both pipes leading to a possible settlement of the roadway above.

Existing Conditions Report: Mountindale Road Culvert at Stillwater River

RECOMMENDATIONS

Based on the above, it is recommended that the existing culvert, including the headwalls at both ends, be replaced in their entirety and a new traffic rail system be installed. The replacement options and costs should be carefully evaluated by performing a Type Study Report and taking all the environmental, traffic, costs, safety, etc. issues into consideration.

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River

APPENDIX: PHOTO LOG



Photo 1: West Elevation



Photo 2: East Elevation

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 3: Bridge from South Approach



Photo 4: Bridge from North Approach

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 5: Top of Deck



Photo 6: Patch in Wearing Surface with Associated Cracks

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 7: West Guardrail Overview



Photo 8: East Guardrail Overview

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 9: Southwest Guardrail End



Photo 10: Southeast Guardrail End

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 11: Northeast Headwall



Photo 12: Southwest Embankment Wall Settled Block

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 13: South Pipe Overview



Photo 14: North Pipe Overview

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 15: South Pipe Largest Gap Between Sections, East End Section



Photo 16: North Pipe Largest Gap Between Sections, West End Section



Photo 17: South Pipe, 8th Segment, Typical Cracks and Spalls in Pipe Connections



Photo 18: North Pipe West Section Settlement Blocking Water Flow



Photo 19: Gap Between South and North Pipes



Photo 20: Southwest Corner Undermining



Photo 21: Northwest Corner Undermining



Photo 22: Upstream Dam Overview

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 23: Scour Hole East of South Pipe



Photo 24: Logs Partially Blocking Pipe Inlets

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 25: Southwest Embankment Wall



Photo 26: Northwest Embankment Wall

Existing Conditions Report: Mountaindale Road Culvert at Stillwater River



Photo 27: Northeast Embankment Wall



Photo 28: Upstream



Photo 29: Downstream

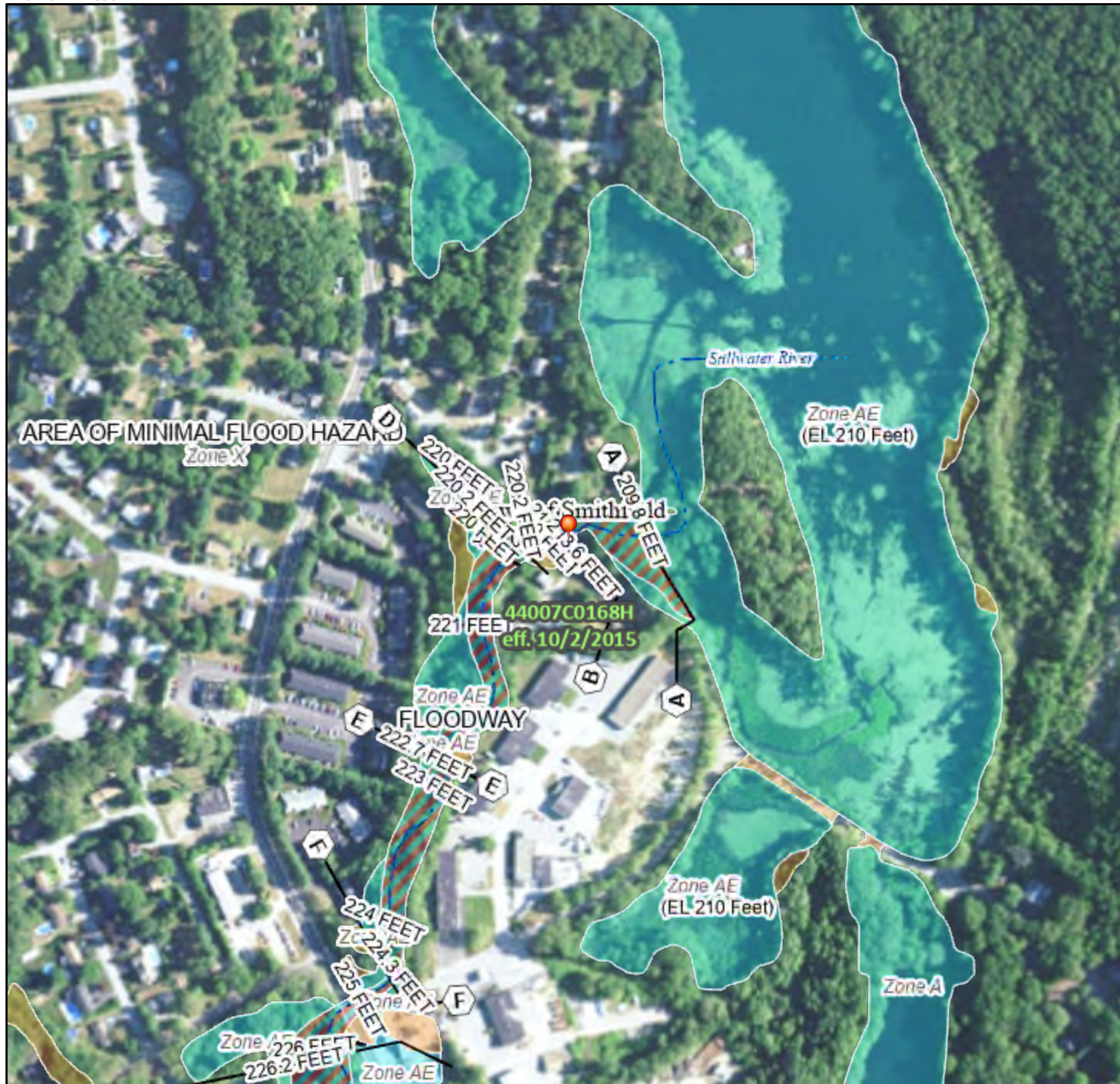
APPENDIX B:

FEMA FIRMETTE 44007C168

National Flood Hazard Layer FIRMette



71°32'40"W 41°53'31"N



0 250 500 1,000 1,500 2,000 Feet 1:6,000

Basemap: USGS National Map: Orthoimagery: Data refreshed October, 2020

Legend

SEE FIS REPORT FOR DETAILED LEGEND AND INDEX MAP FOR FIRM PANEL LAYOUT

SPECIAL FLOOD HAZARD AREAS		Without Base Flood Elevation (BFE) Zone A, V, A99
		With BFE or Depth Zone AE, AO, AH, VE, AR
		Regulatory Floodway
OTHER AREAS OF FLOOD HAZARD		0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
		Future Conditions 1% Annual Chance Flood Hazard Zone X
		Area with Reduced Flood Risk due to Levee. See Notes. Zone X
		Area with Flood Risk due to Levee Zone D
OTHER AREAS		NO SCREEN Area of Minimal Flood Hazard Zone X
		Effective LOMRs
		Area of Undetermined Flood Hazard Zone D
GENERAL STRUCTURES		Channel, Culvert, or Storm Sewer
		Levee, Dike, or Floodwall
OTHER FEATURES		20.2 Cross Sections with 1% Annual Chance Water Surface Elevation
		17.5
		Coastal Transect
		Base Flood Elevation Line (BFE)
		Limit of Study
		Jurisdiction Boundary
OTHER FEATURES		Coastal Transect Baseline
		Profile Baseline
		Hydrographic Feature
MAP PANELS		Digital Data Available
		No Digital Data Available
		Unmapped



The pin displayed on the map is an approximate point selected by the user and does not represent an authoritative property location.

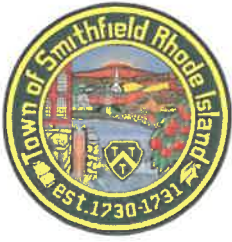
This map complies with FEMA's standards for the use of digital flood maps if it is not void as described below. The basemap shown complies with FEMA's basemap accuracy standards

The flood hazard information is derived directly from the authoritative NFHL web services provided by FEMA. This map was exported on 11/7/2022 at 11:39 AM and does not reflect changes or amendments subsequent to this date and time. The NFHL and effective information may change or become superseded by new data over time.

This map image is void if the one or more of the following map elements do not appear: basemap imagery, flood zone labels, legend, scale bar, map creation date, community identifiers, FIRM panel number, and FIRM effective date. Map images for unmapped and unmodernized areas cannot be used for regulatory purposes.

APPENDIX C:

SEWER AUTHORITY - RECORD PLAN
CONTRACT 4 SHEET 43




TOWN OF SMITHFIELD

DEPARTMENT OF PUBLIC WORKS

PHONE: (401) 233-1034

FAX: (401) 233-1075

MEMORANDUM

Date: January 3, 2023
To: Honorable Town Council
Through: Randy R. Rossi, Town Manager
From: Gene Allen, Public Works Director 

RE: WR 30638911 - Whipple Road – Installation of Pole 42-1

Please be advised that I have reviewed the application to install one new pole, # P42-1, on Whipple Road, as described in the attached petition and find the proposed location acceptable.

Financial Impact:

The costs associated with this work are by RI Energy.

Recommendation:

That the Smithfield Town Council approve the pole petition WR30638911 from RI Energy Co. to install one new pole on Whipple Road as described in the attached petition.

<p>Moved: <i>That the Smithfield Town Council approve the pole petition WR30638911 from RI Energy Co. to install one new pole on Whipple Road as described in the attached petition.</i></p>



Rhode Island Energy™
a PPL company

Town Copy
RECEIVED

DEC 27 2022

SMITHFIELD TOWN CLERK

December 12, 2022

Town of Smithfield
Town Clerk
64 Farnum Pike
Esmond, RI 02917

To Whom It May Concern:

Enclosed please find a petition of NARRAGANSETT ELECTRIC covering the installation of underground facilities.

If this petition meets with your approval, please return an executed copy for our file.

Wendy Paluch; 280 Melrose Street; Providence, RI 02907

If you have any questions regarding this petition, please contact:

Wendy Paluch: wapaluch@ng.rienergy.com / 4017844267

Very truly yours,

Christopher Montalto

Christopher Montalto 
Supervisor, Distribution Design

Enclosures

City Smithfield WR # 30638911
Town of _____
(circle one)

Install 1 JO Poles on Whipple Rd.
(quantity) (circle one) (street name)

Remove _____ SO
(quantity) JO Poles on _____
(circle one) (street name)

Relocate _____ **SO** _____
(quantity) **JO** Poles on _____
(circle one) (street name)

Beginning at a point approximately 295' feet North East of the centerline
(distance) (compass heading)
of the intersection of Douglas Pike
(street name)

and continuing approximately 35' feet in a SOUTH EAST direction.
(distance) (compass heading)

Street(s) _____

RI-ENERGY To install new P42-1 with a 45'C2 across from existing Pole#42 on Whipple Rd.

ENGINEER PEDRO CARDOSO

DATE 12/12/22



ADDRESS 0 WHIPPLE RD
PROPERTY ID 3679
PARCEL ID 42-011A

ADDRESS 115 WHIPPLE RD
PROPERTY ID 3688
PARCEL ID 42-018

ADDRESS 351 DOUGLAS PIKE
PROPERTY ID 3689
PARCEL ID 42-019

EXISTING
BUILDING

EXISTING
BUILDING

WHIPPLE RD.

DOUGLAS PIKE

ADDRESS 379 DOUGLAS PIKE
PROPERTY ID 3673
PARCEL ID 42-008

ADDRESS 350 DOUGLAS PIKE
PROPERTY ID 3756
PARCEL ID 42-065

LEGEND

EXISTING OH SERVICES



PROPOSED RISER POLE



EXISTING POLE

PROPOSED OH SERVICES



PROPOSED ANCHOR
AND GUY

EXHIBIT 'A' NOT TO SCALE

The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.

353 DOUGLAS PIKE.
SMITHFIELD, RI
02916

PETITION

NARRAGANSETT
ELECTRIC CO.



Date: 12/12/22

Designer: PEDRO CARDOSO

Work Request: 30638911

Return to
RI Energy



Rhode Island Energy™
a PPL company

RECEIVED

DEC 27 2022

SMITHFIELD TOWN CLERK
**PETITION OF NARRAGANSETT ELECTRIC FOR POLE LOCATIONS TO
THE HONORABLE CITY COUNCIL OF SMITHFIELD, RHODE ISLAND**

THE NARRAGANSETT ELECTRIC

Respectfully asks permission to locate and maintain poles, wires, and fixtures,
including the necessary sustain and protecting fixtures to be owned by your
petitioner along and across the following public ways:

Whipple Rd

RI Energy to install new P42-1 with a 45'C2 across from existing Pole42

Wherefore your petitioner request that they be granted locations for and permission to erect and
maintain poles and wires together with such sustaining and protecting fixtures as it may find
necessary, poles to be in accordance with the plan filed herewith marked:

WR#30638911

DATED 12/12/2022

Your petitioner agrees to reserve or provide space for one cross arm at
a suitable point on each of said poles for the fire, police, and telephone
wires belonging to the municipality and used by it exclusively for municipal
purposes.

NARRAGANSETT ELECTRIC

BY Christopher Mantalito

ORDER VS

The foregoing petition having been read it was voted that the consent of the

_____ for the use of public ways named for the purposes stated in said petition be and it hereby
is granted----work to be done subject to the supervision at

A true copy of the vote at the _____

Adopted _____ and recorded in Records Book# _____ Page# _____



Rhode Island Energy™

a PPL company

**PETITION OF NARRAGANSETT ELECTRIC FOR POLE LOCATIONS TO
THE HONORABLE CITY COUNCIL OF SMITHFIELD, RHODE ISLAND**

THE NARRAGANSETT ELECTRIC

Respectfully asks permission to locate and maintain poles, wires, and fixtures,
including the necessary sustain and protecting fixtures to be owned by your
petitioner along and across the following public ways:

Whipple Rd

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Wherefore your petitioner request that they be granted locations for and permission to erect and
maintain poles and wires together with such sustaining and protecting fixtures as it may find
necessary, poles to be in accordance with the plan filed herewith marked:

WR#30638911

DATED 12/12/2022

Your petitioner agrees to reserve or provide space for one cross arm at
a suitable point on each of said poles for the fire, police, and telephone
wires belonging to the municipality and used by it exclusively for municipal
purposes.

NARRAGANSETT ELECTRIC

BY _____

ORDER

The foregoing petition having been read it was voted that the consent of the

_____ for the use of public ways named for the purposes stated in said petition be and it hereby
is granted----work to be done subject to the supervision at

A true copy of the vote at the _____

Adopted _____ and recorded in Records Book# _____ Page# _____

Pole & UG Petition/Permit Request Form

City
Town of Smithfield WR # 30638911
(circle one)

Install 1 **SO** Poles on Whipple Rd.
(quantity) (circle one) (street name)

Remove _____ **SO** Poles on _____
(quantity) (circle one) (street name)

Relocate _____ **SO** Poles on _____
(quantity) (circle one) (street name)

Beginning at a point approximately 295' **feet** North East **of the centerline**
(distance) (compass heading)

of the intersection of Douglas Pike
(street name)

and continuing approximately 35' **feet in a** SOUTH EAST **direction.**
(distance) (compass heading)

Install underground facilities:

Street(s) _____

Description of Work:

RI-ENERGY To install new P42-1 with a 45'C2 across from existing Pole#42 on Whipple Rd.

ENGINEER PEDRO CARDOSO

DATE 12/12/22



ADDRESS 115 WHIPPLE RD
PROPERTY ID 3688
PARCEL ID 42-018

ADDRESS 0 WHIPPLE RD
PROPERTY ID 3679
PARCEL ID 42-011A

ADDRESS 351 DOUGLAS PIKE
PROPERTY ID 3689
PARCEL ID 42-019

EXISTING
BUILDING

EXISTING
BUILDING

WHIPPLE RD.

DOUGLAS PIKE

ADDRESS 379 DOUGLAS PIKE
PROPERTY ID 3673
PARCEL ID 42-008

ADDRESS 350 DOUGLAS PIKE
PROPERTY ID 3756
PARCEL ID 42-065

LEGEND

EXISTING ON SERVICES



PROPOSED RISER POLE



EXISTING POLE

PROPOSED ON SERVICES



PROPOSED ANCHOR
AND GUY

EXHIBIT 'A' NOT TO SCALE

The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.

353 DOUGLAS PIKE.
SMITHFIELD, RI
02916

PETITION

NARRAGANSETT
ELECTRIC CO.



Date: 12/12/22

Designer: PEDRO CARDOSO

Work Request: 30638911

Recommended Motion:

That the Smithfield Town Council hereby adopts a resolution to replace a resolution dated September 7, 2021 establishing the Camp Shepard Subcommittee.

RESOLUTION
TOWN OF SMITHFIELD, RHODE ISLAND

WHEREAS, the Town of Smithfield has acquired certain real property known as Camp Shepard located at 71 Colwell Road; and

WHEREAS, the Town Council recognizes the substantial benefits from public and staff input regarding the planning, development and potential construction of the property for its best uses for the residents of the Town of Smithfield; and

NOW, THEREFORE, BE IT RESOLVED by the Smithfield Town Council that the Camp Shepard Sub-Committee is hereby created with a composition, term, charge, and ground rules as follows:

1. The Camp Shepard Sub-Committee shall consist of twelve (12) members who shall serve at the pleasure of the Town Council.
2. The Camp Shepard Sub-Committee shall be comprised of the following twelve (12) members: a Town Council member selected by the Town Council, a Member of Asset Management Commission, a Member of the Land Trust, a Member of the Conservation Commission, a Member of the Historic Preservation Commission, the Director of Parks and Recreation, the Town Planner, the Town Manager, the Director of Smithfield YMCA, and three (3) Town residents to be selected by the Town Council.
3. Sub-Committee members shall serve in an advisory capacity at the pleasure of the Town Council and may, by a majority Town Council vote, be appointed, dismissed, or replaced.
4. The Camp Shepard Sub-Committee shall select a chair and a vice-chair who shall conduct the meetings of the Sub-Committee.

5. The Town will provide support staff to the sub-committee, to include preparation of agendas and minutes, compilation of materials for discussion at meetings, and to assistance with public outreach efforts.

6. Goals of the Camp Shepard Sub-Committee are as follows:

- a. Facilitate community engagement in the planning, development and potential construction of the property for its best uses for the residents of our community.
- b. Identify strategies for the best uses of the property for recreational, leisure and cultural purposes.
- c. Engage and work with any necessary consultants to develop a comprehensive plan and long-term vision of the property. The plan should include potential project phasing and review of alternative funding sources.
- d. Present recommendations to the Smithfield Town Council on how to achieve the goals above.

7. This resolution will replace the resolution dated September 7, 2021 and will take effect immediately upon its passage by the Town Council.

PASSED: January 3, 2023

APPROVED:

T. Michael Lawton, President
Smithfield Town Council

Lyn M. Antonuccio, CMC
Acting Town Clerk

Recommended Motion:

That the Smithfield Town Council hereby adopts a resolution for Town Council Rules of Procedure.

RESOLUTION TO ADOPT RULES OF PROCEDURE FOR THE SMITHFIELD TOWN COUNCIL

RESOLVED: To establish Rules of Procedure for Town Council Meetings, as follows:

SECTION 1. The order of procedures herein contained shall govern deliberations and the conduct of meetings of the Town Council.

SECTION 2. Regular meetings of the Town Council shall be conducted on the first and third Tuesdays of each month. Meetings shall take place at the Smithfield Town Hall, unless the Town Council President designates a different location.

SECTION 3. Special meetings may be called at any time by the President of the Council or by three (3) or more members, subject to availability of a quorum and with notice to each member at least forty-eight (48) hours in advance (forty-eight (48) hour notice is waived in the case of an emergency).

SECTION 4. At all meetings of the Council, a majority of its members shall constitute a quorum for the transaction of business. Votes made at all meetings shall be recorded by the Clerk or Clerk Pro Tempore. No action of the Town Council, except for filling vacancies or compelling attendance of absent members in accordance with Sections 2.07 and 2.11 of the Charter, shall be valid or binding unless adopted by the affirmative vote of three (3) or more members of the Council.

SECTION 5. All meetings of the Council shall be presided over by the Council President, or in his or her absence, by the Council Vice President; in the absence of both, a President Pro Tempore may be appointed by the members in attendance at the meeting.

SECTION 6. The Town Clerk shall serve as the Clerk of the Town Council, or in his or her absence, the Deputy Clerk. In the absence of both, the Council shall appoint a Clerk Pro Tempore for the official recording of Council business at all meetings of the Council.

SECTION 7. The order of business at all meetings of the Council and for those special meetings open to the public, shall be as follows:

- (1) Call to order by the presiding officer;
- (2) Prayer and Salute to the Flag;
- (3) Emergency evacuation and health notification;
- (4) Presentations;
- (5) Consider approving minutes of previous meetings;
- (6) Consideration of all items on the agenda;
- (7) Opening of meeting for comments from the public;
- (8) Adjournment

The above order shall not be changed except by a vote of a majority of all members of the Council; and upon the motion to change the order, no debate shall be allowed.

NOTE: (Public Hearings shall be held in the sequence in which they appear on the agenda unless a majority of the Council members in attendance at the meeting decide otherwise).

SECTION 8. No person, not a member of the Council, shall be allowed to address the same while in session without recognition of the presiding officer. Public comment on any matter shall generally be limited in the discretion of the presiding officer to the comment period reserved for interested citizens and to the public discussion period on a particular agenda item, if one is authorized by the presiding officer. Speakers shall identify themselves by name and address.

SECTION 9. Motions made at any session shall be reduced to writing if so requested by any other Council member. Resolutions shall be reduced to writing in all cases and entered into the official minutes of the meetings kept by the Clerk of the Council.

SECTION 10. Motions to reconsider any matter previously resolved by vote shall be entertained only from a Council member who voted with the majority at the time of the initial decision at the next regular Council Meeting after appropriate notice of the motion to reconsider.

SECTION 11. The Clerk shall keep a correct record of all Council meetings, and, at the request of any Council member, on any vote taken shall record verbatim any dissenting opinion rendered.

SECTION 12. All questions of order shall be decided by the presiding officer. Any Council member may appeal such a procedural ruling to the full Council for a final ruling. All questions of procedure not provided for in these Rules shall be decided by reference to Robert's Rules of Order, Newly Revised.

SECTION 13. The presiding officer may, at his or her discretion, call upon any member to take the chair temporarily for the purpose of allowing said former presiding officer to make a motion on any issue.

SECTION 14. It shall be the duty of each Council member to vote on all matters put to the Council; except when a Council member has a personal or financial interest in the matter, whether direct or indirect, he or she shall recuse from such vote.

SECTION 15. All meetings of the Council, except those exempted by the open meetings law, shall be conducted publicly, and no ordinance, resolution, rule,

regulation, order, or directive shall be adopted at any session except a regular or special meeting that has been properly noticed.

- SECTION 16.** A motion to adjourn, or to recess for a stated period of time, shall always be in order and shall be entertained by the presiding officer.
- SECTION 17.** The rules and procedures of this Resolution may be altered, amended, or temporarily suspended by the affirmative vote of three (3) or more members of the Council.
- SECTION 18.** In order to conduct Town Council investigations and inquiries pursuant to Charter Section 2.09 or to compel the attendance of an absent Council member pursuant to Charter Section 2.11(c), the Council may authorize its President or Vice President to issue subpoena(s) commanding the presence of witness(es) or an absent Council member at any meeting of the Council. A Council member failing to comply with a duly authorized subpoena shall be subject to censure by a majority vote of the remaining Council members.
- SECTION 19.** The Town Manager shall forward the Council Meeting Agenda to all Council members by the Friday preceding a regular Council meeting for review and shall also post the Agenda with back-up information on the Town website.
- SECTION 20.** It shall be the duty of the presiding officer at any Council Meeting to:
- (1) Call the meeting to order;
 - (2) Keep the meeting to its order of business;
 - (3) Re-state each motion made and require a second to that motion before allowing discussion;
 - (4) Control discussions to assure order by:
 - a) Enforcing the provisions of this Resolution;
 - b) Allowing all Council members wishing to speak the opportunity to do so, one at a time;
 - c) Giving pro and con speakers alternating opportunities to speak, if feasible;
 - d) Controlling public participation in accordance with Section 8 hereof;
 - e) Requiring all speakers to maintain a civil, non-confrontational tone of voice and to direct their comments to the Council;
 - f) Closing the discussion and putting the issue to a vote when it is clear the matter has been adequately addressed by all Council Members;
 - g) Permitting audience participation when appropriate;
 - h) Keeping discussions to the question or issue only;
 - i) Suggesting, but not making, motions for recess or adjournment.

- SECTION 21.** An item may be placed on the agenda of a regular meeting of the Town Council provided such item is presented to the Town Manager, by a member of the Council, in writing, by 12 noon of the Wednesday prior to the regular Council meeting. The item must be accompanied by sufficient back-up information which, in the judgment of the Town Manager, will allow for meaningful discussion of the item, otherwise it will not be placed on the agenda.
- SECTION 22.** All proposed ordinances shall be in the form required by Charter Section 2.13(a), shall be approved as to form by the Town Solicitor prior to introduction, and shall be advertised in accordance with the Charter prior to the public hearing.
- SECTION 23.** All regular and special Town Council meetings shall adjourn no later than 11:00 P.M., unless the Council temporarily suspends this requirement for a particular meeting in accordance with Section 17 hereof.

PASSED: January 3, 2023

APPROVED:

T. Michael Lawton, President
Smithfield Town Council

ATTEST:

Lyn M. Antonuccio
Acting Town Clerk



TOWN OF SMITHFIELD ASSESSOR

MEMO

Date: January 3, 2023
To: Smithfield Town Council
From: Christopher Celeste, Assessor
Re: Tax Abatements

BACKGROUND:

Abatements are granted by the assessor as a result of assessment appeals on real estate, motor vehicles, and personal property. Adjustments are also made to motor vehicle tax bills to correct for erroneous data received from the Rhode Island Division of Motor Vehicles, including incorrect tax town and registration data. Additionally, the tax collector may request the abatement of taxes deemed to be uncollectible.

FINANCIAL IMPACT:

Total abatements for this period = \$951.23

ATTACHMENT:

Abatement Detail Report

MOTION:

Moved that the Smithfield Town Council approve the tax abatements in the amount of \$951.23

The abatements contained herein are submitted
for your approval by:

Christopher Celeste, RICA
Assessor



January 3, 2023

Town Council Authorization:

Real Estate Subtotal:	\$951.23
Motor Vehicle Subtotal:	\$0.00
Personal Property Subtotal:	\$0.00
Total Abatements:	\$951.23