

# SMITHFIELD TOWN COUNCIL MEETING

OPEN SESSION

**TUESDAY**  
**January 23, 2024**



**SMITHFIELD TOWN COUNCIL MEETING  
SMITHFIELD TOWN HALL  
COUNCIL CHAMBERS  
64 FARNUM PIKE  
TUESDAY, JANUARY 23, 2024  
6:30 P.M.**

**6:30 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)(1) Personnel; to interview Beverly Tobin, Paul Dumouchel, and Ed DeMayo for possible appointment or reappointment to a Town board or commission, Section 42-46-5(a)(2); Existing Litigation, Case #PC-2019-10870 - Town of Smithfield vs. State of Rhode Island, and Section 42-46-5(a)(6); to review, consider, and discuss a prospective business to locate in the Town of Smithfield, RI.

**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 Samaritan – Thomas J. Winfield.
  - B. Certificates of Recognition – Volunteer Emergency Management Staff.
- VI. Minutes:
  - A. Move that the minutes of the January 9, 2024 executive session meeting held pursuant to Rhode Island General Laws Section 42-46-5(a)(1) Personnel; to interview Samantha Kerwin, Donald L. Clarke II, and Stephen M. Bailey for possible appointment or reappointment to a Town board or commission be approved as recorded and sealed.
  - B. Move that the minutes of the January 9, 2024 open session meeting be approved as recorded.
- VII. Consider, discuss and act upon the following possible appointments and

reappointments:

- A. Budget and Financial Review Board reappointment with a term expiring in January of 2027.
- B. Budget and Financial Review Board appointment with a term expiring in January of 2025.
- C. Board of Assessment Review appointment with a term expiring in December of 2026.
- D. Juvenile Hearing Board appointment with a term expiring in September of 2024.
- E. Board of Canvassers appointment with a term expiring in March of 2024.
- F. Historic Preservation Commission appointment with a term expiring in February of 2024.

VIII. Public Hearings:

- A. Schedule a public hearing on March 5, 2024 for the submission of the Town of Smithfield's 2023 annual RIPDES Stormwater Report to RIDEM.
- B. Conduct a show cause hearing 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. Cedar Spill Group d/b/a "Cedar Spill", 566 Putnam Pike, Unit 4 (Failure to produce a Certificate of Good Standing)
  - 2. Chacon Restaurant, LLC d/b/a "Frank & John from Italy on the Water", 743 Putnam Pike (Failure to pay outstanding tangible taxes)
  - 3. Copperfield's, Inc. d/b/a "Copperfield's Bar & Grill", 375 Putnam Pike, Unit 35 (Failure to produce a food business license)
  - 4. Crudo, LLC d/b/a "Crudo", 266 Putnam Pike (Failure to produce a food business license)
  - 5. El Taco Loco, LLC d/b/a "Don El Diablo Taqueria Y Tequila", 55 Douglas Pike (Failure to produce a Certificate of Good Standing)
  - 6. 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)
  - 7. 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 Certificate of Good Standing)
- C. Conduct a show cause hearing 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. The Seigny 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 a new Victualling Only License for Best Life Nutrition d/b/a “The Vibe Nutrition”, 285 George Washington Highway #4, as applied subject to compliance with all State regulations and local ordinances.
- B. Consider, discuss, and act upon approving a new Private Detective License for Anthony J. Verdi, 75 Pleasant View Avenue, Smithfield, RI 02828 for his business “Confidential Surveillance and Investigations, LLC” as applied subject to compliance with all State regulations.
- C. Consider, discuss, and act upon approving the renewal of three (3) Mobile Food Truck Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances.
  1. KelCarQ, LLC d/b/a “Team Gotta Q”, to sell barbecue from a truck with RI Reg. 526-5785, 24 Barberry Hill, Cumberland, RI
  2. Pa’L Monte, LLC d/b/a “Pa’L Monte”, to sell empanadas from a truck with RI Reg. #35663, 285 Douglas Pike
  3. Rhode Island Kona, LLC d/b/a “Rhode Island Kona”, to sell only frozen ice from a truck with RI Reg. 21700, 4 Cider Lane, Smithfield RI

X. Old Business: None

XI. New Business:

- A. Consider, discuss, and act upon the acceptance of the Audit Report for Fiscal Year Ending June 30, 2023 prepared by Hague, Sahady & Co., P.C.
- B. Consider, discuss, and act upon authorizing a request for proposals for lavatory renovations at the Senior Center.

XII. Public Comment.

XIII. Adjournment.

**AGENDA POSTED: FRIDAY, JANUARY 19, 2024**

The public is welcome to any meeting of the Town Council or its sub-committees. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager’s office at 401-233-1010 at least forty-eight (48) hours prior to the meeting.



# SMITHFIELD SAMARITANS

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The Smithfield Samaritan Program encourages anyone in the community to self-nominate or submit a name to the Town Manager of a Smithfield resident or business in Town who is doing, or has performed, an act of kindness or good deed that is notable or charitable.

The Town Council will review all nominations that are submitted and each month will select one individual or business to be recognized with a citation and given the opportunity to speak at a Town Council meeting to describe their good deeds “on the record.”

Please submit your nomination form via email to [rossi@smithfieldri.com](mailto:rossi@smithfieldri.com) or send to Randy Rossi, Town Manager, Smithfield Town Hall, 64 Farnum Pike, Smithfield, RI 02917.

## **DATE OF SUBMISSION:**

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## **NOMINATOR INFORMATION:**

Name: John Tassoni

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Address: 2D Tamarac Drive

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Email: tassoni@smithfieldri.gov

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Phone: 401-451-1305

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## **NOMINEE INFORMATION:**

Name: Tom Winfield

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Address: 2 Church Street

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Email: twinfield.tw@gmail.com

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Phone: 401-864-3356

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1. Please describe below in 250 words or less why you feel this individual or business should be recognized:

**Tom Winfield has been an instrumental part of making the All Lit Up Christmas Parade a huge success for the past several years. Mr. Winfield has spearheaded the All Lit Up Parade Committee and dedicated endless hours to making the event a memorable occasion for the residents of Smithfield - both young and old! It is residents such as Mr. Winfield who should be congratulated for helping to bring great community events like the Christmas Parade to our residents. Mr. Winfield is "A True Sentinel"!**

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**Thank you for your nomination.**

**PLEASE SEE EXECUTIVE**  
**SESSION ENVELOPE**

## MINUTES OF SMITHFIELD TOWN COUNCIL MEETING

**Date: Tuesday, January 9, 2024**

**Place: Smithfield Town Hall**

**Time: 6:00 P.M.**

**Present:**

Town Council President T. Michael Lawton  
Town Council Member Sean M. Kilduff (excused)  
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  
Town Clerk Lyn M. Antonuccio

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**I. President Lawton calls the Tuesday, December 7, 2023 Smithfield Town Council Meeting to order at 7:00 p.m.**

At 6:00 p.m., a motion was made by Member Toppi, seconded by Vice President Iannotti, to convene into executive session to consider, discuss, and act upon matters pursuant to Rhode Island General Laws Section 42-46-5(a)(1) Personnel; to interview Samantha Kerwin, Donald L. Clarke II, and Stephen M. Bailey for possible appointment or reappointment to a Town board or commission, Section 42-46-5(a)(2); Existing Litigation, Case #PC-2019-10870 - Town of Smithfield vs. State of Rhode Island, and Section 42-46-5(a)(6); to review, consider, and discuss a prospective business to locate in the Town of Smithfield, RI. **Motion is approved by a unanimous 4/0 vote.**

President Lawton reported that no votes were taken in executive session that are required to be reported pursuant to RIGL§ 42-46-4.

**II. President Lawton offers a 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.**

The Holiday House Decorating Contest winners were as follows:

1<sup>st</sup> Place – The Storti Family, 6 Carltons Trail  
2<sup>nd</sup> Place – The Souve Family, 8 West Prospect Street  
3<sup>rd</sup> Place – The Collins Family, 18 Lincoln Street

The winner of the Doorway Contest was the Marsella Family, 5 Josephine Drive

Each winner received a Certificate of Recognition.



**VI. Minutes:**

- A. Move that the minutes of the December 5, 2023 executive session meeting held pursuant to Rhode Island General Laws Section 42-46-5(a)(1) Personnel; to interview Deana M. Mills and Lisa M. Baillargeon for possible appointment to a Town board or commission and Rhode Island General Laws Section 42-46-5(a)(2); Existing Litigation, Case # PC-2019-10870 - Town of Smithfield vs. State of Rhode Island be approved as recorded and sealed.**

**Motion** is made by Member Toppi, seconded by Vice President Iannotti, that the minutes of the December 5, 2023 executive session meeting minutes be approved as recorded and sealed. **Motion is approved by a unanimous 3/0 vote. Member Tassoni abstains.**

- B. Move that the minutes of the December 5, 2023 open session meeting be approved as recorded.**

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the minutes of the December 5, 2023 open session meeting be approved as amended, and as recorded. **Motion is approved by a unanimous 4/0 vote.**

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

- A. Boyle Athletic Complex Building Committee appointment.**

**Motion** is made by Vice President Iannotti, seconded by Member Toppi, that the Smithfield Town Council hereby appoints Glenn Castiglia to replace Jason Grove on the Boyle Athletic Complex Building Committee. **Motion is approved by a unanimous 4/0 vote.**

**VIII. Public Hearings:**

- A. Conduct a public hearing to consider and act upon Zoning Ordinance amendments to Section 4.4 “Supplementary Use Regulations”, Section 4.3 “Table of Uses” to add a new use category entitled “Battery Energy Storage Facility”, and Section 9.4.8, Table 3 “Economic Growth Overlay District Land Uses” sponsored by Council Members Rachel S. Toppi and Michael P. Iannotti.**

President Lawton declares that public hearing open.

Vice President Iannotti explains the following: This amends the Table of Uses, Section 4.3 of the Zoning Ordinance by adding a category for “Battery Energy Storage Facilities”. This ordinance would restrict such facilities to the Industrial and Planned Corporate Zones and also require the issuance of a Special Use Permit. The ordinance would be amended by adding the following:

- A. No battery energy storage facility shall be located within 500 feet of a residential structure.
- B. Non-climbable fences approved by the Board shall be installed and maintained around the plant and all its facilities, equipment and operations.
- C. The use shall be screened from public view and any adjoining residential, commercial, office and/or industrial districts with a durable masonry wall, fence or hedge or other natural planting of comparable opacity, as ordered by the Board.
- D. All facilities shall be designed, constructed and operated so as to have a minimum deleterious effect on the health, safety and general welfare of the community.
- E. The applicant must provide an Emergency Response Plan that provides information and instructions to guide first responders in preparing for, and safely responding to, an incident, fire, or other emergency associated with the energy storage facility.
- F. The applicant must provide a Quantitative Risk Analysis addressing the risks associated with battery energy storage site facilities and the barriers and best practices in place to address those. The assessment shall discuss the likelihoods of incidents based on statistical analysis and reliability data while considering the safeguards, industry standards, and best practices that are currently in place.
- G. The applicant must provide a decommissioning plan including descriptions of the steps that will be taken, a cost estimate, and a funding plan that includes some form of financial assurance such as a bond or letter of credit
- H. The applicant must provide an environmental assessment that includes any effects on wildlife habitats and groundwater caused by both normal operations and in the event of a chemical leak or fire. No storage facility may be constructed in the absence of public water availability for both the site and abutting parcels.

The reason he and Member Toppi submitted this ordinance is because of their concern about the effects of the fires that may occur at such facilities. A battery cell creates heat that sometimes cannot be dissipated and causes a “thermal runaway”. The increase of temperature to the cell can create a cascading effect. There were three (3) fires at facilities in upstate New York, prompting the governor to appoint a working group to inspect all of these facilities throughout the state. One of the fires burned for four (4) days which prompted a shelter in place recommendation for several hours due to the resulting toxic emissions. Workers, residents, and first responders can be exposed to such emissions caused by the heating of the chemicals in the batteries. Such fires can also cause groundwater contamination.

Since the public hearing was scheduled, the provision requiring the applicant to provide an environmental assessment that includes any effects on wildlife, etc. was added.

Grid-sized storage facilities are relatively new to Rhode Island, and there is little guidance from the state regarding the safe siting and operation of these facilities.

Through this ordinance, the council is seeking to ensure these types of facilities are only constructed in an appropriate location, and residential areas are not appropriate locations. They are only constructed with the planning to ensure their safe operation.

James Busam, Chairman of the Zoning Board, 2 Karen Ann Drive thanks Vice President Iannotti on his astuteness by picking up on the dangers of these battery facilities. Mr. Busam states that they do not belong in residential zones, and the industrial/corporate zones is where they should be. The Chairman of the Zoning Board endorses the adoption of this law.

Thomas Hodgkins, 200 Farnum Pike, thanks Vice President Iannotti for introducing this because ordinance amendment as it is another example of a threat of industrialization of our neighborhoods which came along with the threat of solar panels.

Mr. Hodgkins agrees with Vice President Iannotti's comments with regard to fires, and New York put in place a moratorium on building any new battery storage facilities because of the threat of these fires while they try to determine what regulations were appropriate.

Mr. Hodgkins states the following: In consideration of the fires and the release of toxins he understands that the protocol, if a fire should occur, you must let it burn out, therefore, if we have one of these in Town, we can be ensured this will burn for hours or days. Anyone living around there is going to have to shelter in place. He thinks it would be warranted for the ordinance to have a greater setback requirement than 500'. Putting one of these facilities adjacent to someone's home that has well water, they may never be able to pump well water again.

He would also like the council to consider adding language to the ordinance which would require an applicant to submit information regarding any clearing of land or trees that is needed to be done to connect the facility to the utility grid. He suggests language such as "an applicant must provide a thorough explanation of any transmission lines, access or upgrade required as a result of the project, including but not limited to, the route starting and end points potential impact to streets, trees, and right-of way width. The applicant must also provide a written explanation any new or proposed upgrades to electrical substations that are related to the proposed project. Information necessary is including, but not limited to, location, screening, setback, and noise impacts".

Mr. Hodgkins feels the concern is the same for the battery storage facility as it is for a solar facility where both of those are going to be needed to connect to the utility grid.

Member Toppi asks Fire Chief Robert Seltzer's opinion. Chief Seltzer explains that there is a company that is interested in bringing these facilities to the state, and they were to meet with him, and other communities, to review the dangers and what regulations these facilities may fall under, however, that meeting was cancelled. Chief Seltzer reminds the members that although there is a fire code in place, there may be other special regulations that may apply. Chief Seltzer further explains that there are different ways that they have put these facilities together, different proposed extinguishing systems, and there are a great deal of variables that will go into play. Chief Seltzer also explains that not knowing exactly what they are bringing into the Town, it is important that the appropriate litigation efforts are part of the proposal that might meet requirements of the state.

Chief Seltzer also reminds the members that the Fire Department follows the NFPA, however, they have not met with the Fire Marshal's Office. Chief Seltzer states that battery fires are difficult to fight, and it is a new challenge for fire service, and they do not have a great deal of experience with this.

Chief Seltzer feels that the Town needs to go into this cautiously to ensure the appropriate safeguards are in place, and this should be part of the deciding factor.

Kenneth Sousa, 2 Williams Road, questions the 200' to be away from water. Vice President Iannotti explains that the 200' came into play because it is our normal notice requirement to abutters. Vice President Iannotti further explains that we are banning them completely from residential areas. Vice President Iannotti also explains that groundwater contamination is something that needs to be considered in the Special Use Permit application.

Mr. Sousa states that he has heard the substation is almost at the max. Mr. Sousa questions if that would cause issues with the RI Energy substation.

Mr. Sousa further questions if an applicant will be required to have a specific bond or insurance requirement so if people need to move out of their homes, that they do not have/get any financial harm. Mr. Sousa also questions who would pay for this if something were to happen.

Vice President Iannotti explains that would be a civil remedy. Solicitor Gallone states the council could consider this as a part of the ordinance.

Vice President Iannotti questions if the Zoning Board can require the posting of a bond. Solicitor Gallone states that restrictions can be placed on any Special Use Permit.

Cynthia Mulvey, 17E Waterview Drive states that after researching the subject of lithium battery storage facilities, she did not see any regulations in Rhode Island. Ms. Mulvey asks Planner Phillips if part of his criteria for accepting a planning proposal includes making sure the utility is sanctioned or regulated by the state. Ms. Mulvey would like the ordinance to state that no unregulated utilities be allowed to submit a proposal. Ms. Mulvey feels that regulation is key, and she does not think this is necessarily a well-vetted venture.

Ms. Mulvey would like to know if Planner Phillips has vetted the background of the developer as to their financials to determine if they are financially able to see the decommissioning of such a facility and if they are required to be responsible to perpetuity for the administrative and safety considerations post-operative.

Ms. Mulvey would like the Planner to exercise precaution when he is accepting proposals and to require them to be regulated by the state and federal agencies that are responsible for that.

Cathy DeLuca, 125 Smith Avenue, questions if there would be additional training required for the Fire Department and who would pay for that. Vice President Iannotti states that additional training would be required. Solicitor Gallone explains that this would need to be addressed at the legislatively at the state level because this is new territory, and these questions have not been thought out yet, but will have an impact on cities/towns.

Ms. DeLuca questions if this would not be put into place until the state has something in place. Solicitor Gallone explains that there is an application pending before Planning Board, and it is under existing regulations. Solicitor Gallone further explains that the Town is looking to update their ordinance because there is no guidance on the state level as to how to treat these uses.

Solicitor Gallone also explains that “we” have an obligation to protect the residents and their health, safety and welfare through these types of ordinances.

Aida Duffney, 156 Mountaindale Road, urges the members to really look at this. Ms. Duffney states that she listened to the Planning Board meeting at which someone from the company was if they had built this type of facility before. The representative never stated they had actually built this type of facility. Ms. Duffney further states that she does not want to be a “guinea pig” with something this dangerous in this neighborhood. Ms. Duffney reminds the members that there is a school and library one (1) mile away. Ms. Duffney also reminds the members that if the facility were to catch on fire, we would all be “screwed” because it would need to burn out. Ms. Duffney also sends that everyone there has well water. Ms. Duffney explains that she chose to live here and not in an industrial park, and she is afraid that is what it will become. Ms. Duffney does not want to live in place with a “ticking time bomb” across the street from her. Ms Duffney expresses her concerns about house values going down. Ms. Duffney urges the council to consider not having this facility there.

Member Tassoni questions if language can be added to the ordinance that restricts them from coming to Smithfield. Solicitor Gallone states that you are trying to locate it in the appropriate zone, and cannot prohibit it completely.

Member Tassoni questions why this cannot be eliminated from Town completely. Solicitor Gallone explains this is a legislative decision of the Town Council, and if you do that, you run the risk of litigation. Solicitor Gallone further explains that the council needs to make a choice between the uses you are permitting in the zoning ordinance, and if they are compatible with existing land uses. Solicitor Gallone reminds the members that this is more of an industrial use than a residential use, therefore, it would be strictly limited to an industrial zone based on these amendments. Solicitor Gallone states that, legislatively, the council can prohibit this, but will run the risk of litigation.

Member Tassoni feels that countrywide, and what happened in New York, they would have a hard time winning that case. Member Tassoni states that he has been here all his life, and he does not want a battery storage facility in Smithfield at all. Member Tassoni further states that he would rather “roll the dice” and let them sue us.

Member Toppi explains that ideally that is what she and Vice President Iannotti wanted to do, however, based on the recommendation they left it with industrial zones.

Vice President Iannotti explains he would not like having them at all because a fire would affect the whole due to the types of chemical releases. Vice President Iannotti further explains that he would like to ban it throughout the Town, however, they were advised that could cause litigation. Vice President Iannotti thinks the council should take the risk because the risk of fire is so great.

Kerri Colpack, 176 Mountaindale Road, states that no one has mentioned this facility would be going next to a natural gas pipeline, which will add to the danger if there is a fire.

Member Toppi questions if the application that has been submitted will be affected by the passing of this ordinance.

Solicitor Gallone explains the application is currently with the Planning Board, and it under certain regulations that are currently in place.

Solicitor Gallone asks Planner Phillips what is available for industrial property. Planner Phillips explains that the largest area of industrial property is near the airport. Planner Phillips further explains that it is undeveloped property, however, the airport owns it. Planner Phillips also explains that there are industrial parks throughout the Town, but they are primarily developed with structures. Planner Phillips states that there is planned corporate property near Fidelity, however, it has the powerline running through it.

Lisa Baillargeon, 34C Waterview Drive, questions if the proximity to the natural gas pipeline get this “knocked out of court”. Solicitor Gallone explains that the Planning Board will have to take that into consideration with the pending application. Solicitor Gallone further explains the application is pending for the Master Stage, however, no date has been scheduled. Ms. Baillargeon questions seeking injunctive release. Solicitor Gallone states it would have to go through the administrative process first.

Grace Toppi, 20 Alpine Ridge, states that she supports the total prohibition of this kind of facility, and we are in unchartered waters. Ms. Toppi feels that someone else can learn from mistakes. Ms. Toppi also feels it is better to be safe, and take the chance of litigation.

James Ignasher, 40 Sprague Street, questions if this would be considered a “superfund site” if it caught fire. Solicitor Gallone finds this to be an interesting questions, but this is all unchartered territory. Solicitor Gallone believes there is only one (1) of these facilities in the state (Burrville).

Mr. Ignasher questions the Town’s responsibility for cleanup. Vice President Iannotti explains that this is the “heart of the problem” because the state has left the cities/towns with no guidance.

Kenneth Sousa, 2 Williams Road, urges the council to not get caught like it has happened in other situations, to count the number of acres that are undeveloped and are zoned industrial. Mr. Sousa reminds the members that a developer could buy a facility and tear it down.

Mr. Sousa also reminds the members that litigation costs the Town money. Mr. Sousa states that if the council is going to allow this, there needs to be an additional insurance bond. Mr. Sousa further states that the Town does not have to sue them to get money, let them go after the bond.

Member Toppi states that it may be worthwhile to ban this because the application has already been submitted, and they would not submit another one. Member Toppi encourages residents to attend the Planning Board meetings if they are against it. Member Toppi further states that she would probably support a ban.

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

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, that the Smithfield Town Council amend the proposed zoning ordinance by prohibiting battery energy storage facilities in all zones, change D21 to D20 under the Table of Uses, the addition of a definition of a battery energy storage facility, amend the Table of Uses to prohibit battery energy storage

facility, amend the Table of Uses to prohibit battery energy storage facilities in all zones, and change D21 to D20 under Section 4.4. **Motion is approved by a unanimous 4/0 vote.**

**Section 9.4.8, Table 3 “Economic Growth Overlay District Land Uses”**

President Lawton declares the public hearing open.

Town Planner Michael Phillips explains the following: The proposed revision to the Table of Uses, Section 4.3, and the Growth Overlay Table of Uses is related to the legislative changes that have taken place as of January 1, 2024. The Town has been advised by a consultant they are going to be working with that part of the new legislation requires that all Special Use Permit uses must have objective criteria which will be judged by the Zoning Board. Absent of any of this criteria use will be considered “allowed by right”. The recommendation has been made to change all of the Special Use Permit uses to “prohibited uses” until objective criteria is determined. Planner Phillips reviews the various sections that will need to be amended.

Member Toppi would like confirmation that these amendments in Section 3 will only be affecting the areas in the Economic Growth Overlay District. Planner Phillips confirms that these amendments in Section 3 will only be affecting the areas in the Economic Growth Overlay District.

Vice President Iannotti questions if someone submits an application for one of these uses, would they have to be told we do not have any current regulations. Solicitor Gallone states that there are currently no regulations, therefore, it is a prohibited use. Planner Phillips explains they could apply for a Use Variance.

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

**Motion** is made by Member Toppi, seconded by Vice President Iannotti, that the Smithfield Town Council adopt the proposed amendments to Section 4.3 *Table of Uses*, 4.4 *Supplementary Use Regulations and Article 9, Section 9.4.8, Table 3-Ego-Land Uses* as recommended by the Planning Board. **Motion is approved by a unanimous 4/0 vote.**

**B. Schedule a public hearing on February 6, 2024 to consider and act upon Zoning Ordinance amendments to Section 4.3 “Table of Uses” to add a new use category entitled “Wind Energy Facilities” and Section 5.10 “Inclusionary Zoning” sponsored by Council Members Rachel S. Toppi and Michael P. Iannotti.**

Vice President Iannotti explains the following: Inclusionary Zoning requires that all housing projects, of six (6) units or more, include an affordable housing component. The amendments were approved by the Planning Board on December 21, 2023, and they will require that housing projects, of six (6) units or greater, consist of 40% affordable units. The Town currently requires that all such projects contain 20% affordable units.

The amendments to the RI Inclusionary Zoning Statute, which took effect on January 1, 2024, required that affordable units be raised to at least 25%. The amendments also require the Town to

produce two (2) market-rate units for every affordable unit. The maximum of affordable units is 33%, and the state has set a ceiling on that after having the Town try to meet a 10% affordable goal. The amendments approved by the Planning Board would also eliminate the ability for developers to make payments to the Town or donating land in lieu of building the affordable housing. The Planner has estimated, under the present zoning ordinance, we will not be able to reach our 10% goal until 2060. Currently the Town is at the mercy of the comprehensive permit process which eviscerates our zoning by providing large density bonuses to developers, and the state has increased these bonuses substantially under the new amendments.

In order to make progress in meeting the 10% housing goal, developers have to be willing to build more affordable units, especially after being granted these lucrative density bonuses. This is why the Town wants to increase their requirement for affordable housing in these large projects. More affordable housing will ensure that the children of our current residents will be able to raise families of their own in Town.

Member Toppi explains the following: With regard to the wind energy facilities, the proposed amendments would “get the ball rolling” in hopes of ultimately passing a zoning ordinance amendment that would protect Town residents against the potential dangers of wind energy facilities. This would be along the same lines of the battery storage facilities and the previously passed solar ordinance amendment. It is critical that these types of amendments are “on the books” because it can leave residents, businesses, and natural areas at the mercy of these industrial developments. The Planning Board meeting approved this amendment at their December 21, 2023 meeting.

Vice President Iannotti states that he has asked Planner Phillips to look at all of the Town’s energy siting to ensure a nuclear power plant cannot be built in a residential area, therefore, our zoning statute needs to be revised “from top to bottom”. Vice President Iannotti further states we should not have these surprises popping up, and the Town is seeking a \$75,000 grant from the state to match up the changes that took place on January 1, 2024.

Member Tassoni believes that the map provided is outdated, therefore, an ordinance may not be needed because FAA expended the runways to accept small jets. Member Tassoni requests an updated map.

**Motion** is made Vice President Iannotti, seconded by Member Toppi, that the Smithfield Town Council schedule a Public Hearing on February 6, 2024 to consider adopting amendments to the Smithfield Zoning Ordinance pertaining to Wind Energy Facilities and Inclusionary Zoning. **Motion is approved by a unanimous 4/0 vote.**

**C. Schedule a public hearing on February 6, 2024 to consider and act upon the adoption of the Capital Improvements Program Plan for Years 2025-2044.**

Paul Santucci, 10 Appletown Road, suggests that the council has a work session with the BFRB and/or the Capital Committee before the public hearing to give residents the ability to digest the information.

President Lawton questions if there is a deadline. Town Manager Rossi explains that this is supposed to be approved in February based on the Town Charter and there were the hearings



held, members from the council and other aspects that are the Capital Committee that put this together as well as representation BFRB.

Thomas Hodgkins, 200 Farnum Pike, questions when the plan will be provided to the public. Town Manager Rossi states it will be made available to the public on Wednesday, January 10, 2024.

Vice President Iannotti explains that when the council votes on this they would also like to come up with ideas on how to fund it. Vice President Iannotti feels that some of the items listed, as opposed to last year, are serious infrastructure projects that need to be done.

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, that the Smithfield Town Council authorizes the scheduling of a Public Hearing for the Capital Improvements Program Plan for 2025-2044 for the February 6, 2024 Town Council Meeting. **Motion is approved by a 4/0 vote.**

- D. Schedule a public hearing on February 6, 2024 to consider and act upon Code of Ordinance amendments to Section 312 “Streets and Sidewalks” to add Article IV entitled “Vehicle Impact Protection Devices” sponsored by Council Member John J. Tassoni, Jr.**

Member Tassoni would like to have this public hearing scheduled on February 20, 2024 because there is more work that needs to be done.

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council hereby schedules a public hearing on February 20, 2024 to consider and act upon Code of Ordinance amendments to Section 312 “Streets and Sidewalks” to add Article IV entitled “Vehicle Impact Protection Devices”. **Motion is approved by a unanimous 5/0 vote.**

- E. 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 2023-2024**

**CLASS A RETAILER’S BEVERAGE LICENSES**

- 1. 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. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4 (approved for outdoor bar service)**

3. **Douglas Eatery, LLC d/b/a “Twin River Pizzeria, Crazy Wings, Thai Café”, 55 Douglas Pike (approved for outdoor bar service)**
4. **Ichiraku, LLC d/b/a “Ichiraku Ramen and Fusion”, 970 Douglas Pike (approved for outdoor bar service)**
5. **LJD, LLC d/b/a “Laura’s Bar and Grill”, 943 Douglas Pike (approved for outdoor bar service)**
6. **Palio, Inc. d/b/a “Siena”, 40 Putnam Pike, Unit B4**
7. **Terrazza, LLC d/b/a “Terrazza”, 645 Douglas Pike (approved for outdoor bar service)**
8. **Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, (approved for outdoor bar service)**
9. **Uno Restaurants, LLC d/b/a “Uno Pizzeria & Grill”, 371 Putnam Pike, Suite 200**

**CLASS D-CLUB BEVERAGE LICENSES**

1. **Portuguese American Social & Athletic Club, 40 Fenwood Avenue**
2. **Smithfield Elks #2359, 326 Farnum Pike**

President Lawton declares the public hearing open.

Hearing no comments, President Lawton closes the public hearing.

**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, local ordinances, and a Certificate of Good Standing from the RI Division of Taxations.

**INTOXICATING BEVERAGE LICENSE RENEWALS 2023-2024**

**CLASS A RETAILER’S BEVERAGE LICENSES**

1. **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. **Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4 (approved for outdoor bar service)**
3. **Douglas Eatery, LLC d/b/a “Twin River Pizzeria, Crazy Wings, Thai Café”, 55 Douglas Pike (approved for outdoor bar service)**
4. **Ichiraku, LLC d/b/a “Ichiraku Ramen and Fusion”, 970 Douglas Pike (approved for outdoor bar service)**
5. **LJD, LLC d/b/a “Laura’s Bar and Grill”, 943 Douglas Pike (approved for outdoor bar service)**
6. **Palio, Inc. d/b/a “Siena”, 40 Putnam Pike, Unit B4**

7. Terrazza, LLC d/b/a “Terrazza”, 645 Douglas Pike (approved for outdoor bar service)
8. Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, (approved for outdoor bar service)
9. Uno Restaurants, LLC d/b/a “Uno Pizzeria & Grill”, 371 Putnam Pike, Suite 200

CLASS D-CLUB BEVERAGE LICENSES

10. Portuguese American Social & Athletic Club, 40 Fenwood Avenue
11. Smithfield Elks #2359, 326 Farnum Pike

**Motion is approved by a unanimous 4/0 vote.**

**F. Consider scheduling a Show Cause Hearing on Tuesday, January 23, 2024 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. Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, Unit 4 (Failure to produce a Certificate of Good Standing)
2. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike (Failure to pay outstanding tangible taxes)
3. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 375 Putnam Pike, Unit 35 (Failure to produce a food business license)
4. Crudo, LLC d/b/a “Crudo”, 266 Putnam Pike (Failure to produce a food business license)
5. El Taco Loco, LLC d/b/a “Don El Diablo Taqueria Y Tequila”, 55 Douglas Pike (Failure to produce a Certificate of Good Standing)
6. 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)
7. LeeDeg, Inc. d/b/a “Rocco’s Pub & Grub”, 55A Douglas Pike (Failure to produce a Certificate of Good Standing)
8. 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 Certificate of Good Standing)

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, that the Smithfield Town Council hereby schedules a public hearing on Tuesday, January 23, 2024 to consider the possible suspension, revocation, or other sanction regarding the listed Liquor Licenses due to non-renewal or non-compliance with the conditions of renewal:

1. Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, Unit 4 (Failure to produce a Certificate of Good Standing)

2. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike (Failure to pay outstanding tangible taxes)
3. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 375 Putnam Pike, Unit 35 (Failure to produce a food business license)
4. Crudo, LLC d/b/a “Crudo”, 266 Putnam Pike (Failure to produce a food business license)
5. El Taco Loco, LLC d/b/a “Don El Diablo Taqueria Y Tequila”, 55 Douglas Pike (Failure to produce a Certificate of Good Standing)
6. 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)
7. LeeDeg, Inc. d/b/a “Rocco’s Pub & Grub”, 55A Douglas Pike (Failure to produce a Certificate of Good Standing)
8. 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 Certificate of Good Standing)

**Motion is approved by a unanimous 4/0 vote.**

**G. Consider scheduling a Show Cause hearing on Tuesday, January 23, 2024 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. The Sevigny Group, LLC d/b/a “Smithfield Fitness”, 970 Douglas Pike (Failure to produce necessary paperwork required for renewal)**

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, that the Smithfield Town Council hereby schedules a public hearing on Tuesday, January 23, 2024 to consider 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. The Sevigny Group, LLC d/b/a “Smithfield Fitness”, 970 Douglas Pike (Failure to produce necessary paperwork required for renewal)

**Motion is approved by a unanimous 4/0 vote.**

**H. Conduct a public hearing to consider, discuss, and act upon approving the renewal of the following one (1) Victualling Only License to include renewal of the Extended Hours of Operation, as applied, subject to compliance with all State Regulations and local ordinances:**

- 1. 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.**

President Lawton declares the public hearing open.

Town Clerk Antonuccio explains that the extended hours of operation should be 2:00 a.m. to 4:30 a.m.

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of one (1) Victualling Only License to include renewal of the Extended Hours of Operation, as amended, subject to compliance with all State Regulations and local ordinances:

1. Marylou's News, Inc. d/b/a "Marylou's Coffee", 368 Putnam Pike to extend hours of operation to 2:00 a.m. to 4:30 a.m.

**Motion is approved by a unanimous 4/0 vote.**

**XI. Licenses:**

- A. **Consider, discuss, and act upon approving the renewal of seven (7) 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. **Brewology, LLC d/b/a "Brewology", 9 Cedar Swamp Road, Unit 4**
3. **LJD, LLC d/b/a "Laura's Bar and Grill", 943 Douglas Pike**
4. **Palio, Inc. d/b/a "Siena", 400 Putnam Pike, Unit B4**
5. **Terrazza, LLC d/b/a "Terrazza", 645 Douglas Pike**
6. **Thirsty Beaver Smithfield, LLC d/b/a "Thirsty Beaver Pub & Grub", 45 Cedar Swamp Road**
7. **TMG Trap North d/b/a "The Trap North Brew Pub & Grill", 10 Smith Avenue**

**Motion** is made by Vice President Iannotti, seconded by Member Toppi, that the Smithfield Town Council approve the renewal of all of the Entertainment Licenses for the businesses listed, except "The Trap North Brew Pub & Grill" 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. Brewology, LLC d/b/a "Brewology", 9 Cedar Swamp Road, Unit 4
3. LJD, LLC d/b/a "Laura's Bar and Grill", 943 Douglas Pike
4. Palio, Inc. d/b/a "Siena", 400 Putnam Pike, Unit B4
5. Terrazza, LLC d/b/a "Terrazza", 645 Douglas Pike
6. Thirsty Beaver Smithfield, LLC d/b/a "Thirsty Beaver Pub & Grub", 45 Cedar Swamp Road

**Motion is approved by a unanimous 4/0 vote.**

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

**1. TMG Trap North d/b/a “The Trap North Brew Pub & Grill”, 10  
Smith Avenue**

T.J. Martucci, President of “The Trap North Brew Pub & Grill” is present to address questions from the council regarding the suggested restrictions to his license. Vice President Iannotti explains that there have been complaints about the noise, which travels across the lake and disturbs residents mostly on West Cottage Street. Those residents have asked that the outside sound be restricted after 10:00 p.m. on weeknights. Vice President Iannotti further explains that the council would want to condition the Entertainment License by having the outside speakers turned off at 10:00 p.m. on weeknights.

Town Manager Rossi reminds the members that discussion took place about allowing entertainment after 10:00 p.m. the eve before holiday.

Mr. Martucci is agreeable to this restriction. Mr. Martucci explains that he has done his best to be proactive by scheduling noise readings and by asking the police department to share the model/make of the noise meter so that he could purchase his own to allow for readings to take place independently of the complaints. Mr. Martucci offers his apologies. Mr. Martucci also explains that they have experimented with shutting certain doors, however, it is logical to shut those speakers off because the ambient noise from inside is more than enough patrons on the deck to enjoy.

Mr. Martucci reminds the members that no situation is “dummy-proof”, and if there is a manager on duty that does not follow their duties it may be left on, however, he will do his best by working with his sound company to have that zone shut off and overridden.

Member Tassoni questions if Mr. Martucci received the information he requested from the police department. Mr. Martucci states that he has not seen the actual readings, and he has not received the model/make of the meter. Mr. Martucci further states that after reading comments on he scheduled an appointment with the Chief, and they did a walkthrough before the restaurant opened prompting him to be proactive and taking independent readings. Mr. Martucci also states that readings were taken, but he was not present. Mr. Martucci feels there was just some miscommunication because the police have been “fantastic”.

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of one (1) Entertainment License, with the outside speakers will be turned off on all weeknights except those nights that occur before a holiday, and subject to compliance with all State regulations and local ordinances:

1. TMG Trap North d/b/a “The Trap North Brew Pub & Grill”, 10 Smith Avenue

**Motion is approved by a unanimous 4/0 vote.**

**B. Consider, discuss, and act upon approving the renewal of four (4) 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. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4**
- 3. LJD, LLC d/b/a “Laura’s Bar and Grill”, 943 Douglas Pike**
- 4. Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, 45 Cedar Swamp Road**

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of four (4) 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. Brewology, LLC d/b/a “Brewology”, 9 Cedar Swamp Road, Unit 4
3. LJD, LLC d/b/a “Laura’s Bar and Grill”, 943 Douglas Pike
4. Thirsty Beaver Smithfield, LLC d/b/a “Thirsty Beaver Pub & Grub”, 45 Cedar Swamp Road

**Motion is approved by a unanimous 4/0 vote.**

**C. Consider, discuss, and act upon approving the renewal of five (5) Victualling Only Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:**

- 1. Chipotle Mexican Grill of Colorado, LLC d/b/a “Chipotle Mexican Grill”, 473 Putnam Pike**
- 2. DK Convenience, LLC d/b/a “DK Convenience”, 200 Pleasant View Avenue, Unit 3**
- 3. Ivy and Lace Bakeshop, LLC d/b/a “The Ivy and Lace Bake Shop”, 592 Putnam Pike**
- 4. J’s Delicatessen, Inc. d/b/a “J’s Delicatessen”, 285 George Washington Highway**
- 5. Target Corporation d/b/a “Target T-1404”, 371 Putnam Pike**

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve the annual renewal of five (5) Victualling Only Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances:

1. Chipotle Mexican Grill of Colorado, LLC d/b/a “Chipotle Mexican Grill”, 473 Putnam Pike
2. DK Convenience, LLC d/b/a “DK Convenience”, 200 Pleasant View Avenue, Unit 3

3. Ivy and Lace Bakeshop, LLC d/b/a “The Ivy and Lace Bake Shop”, 592 Putnam Pike
4. J’s Delicatessen, Inc. d/b/a “J’s Delicatessen”, 285 George Washington Highway
5. Target Corporation d/b/a “Target T-1404”, 371 Putnam Pike

**Motion is approved by a unanimous 4/0 vote.**

- D. Consider, discuss, and act upon approving a new Holiday Sales License for James’ Fine Cigars, LLC d/b/a “James’ Fine Cigars” located at 20 Cedar Swamp Road, as applied, subject to compliance with all State regulations and local ordinances.**

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve a new Holiday Sales License for James’ Fine Cigars, LLC d/b/a “James’ Fine Cigars” located at 20 Cedar Swamp Road, as applied, subject to compliance with all State regulations and local ordinances. **Motion is approved by a unanimous 4/0 vote.**

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

- **New Year’s Party to be held on Thursday, January 18, 2024 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 Tassoni, seconded by Member Toppi, that the Smithfield Town Council approve a one (1) One-Day Beer/Wine License for the Smithfield Senior Center as follows:

- **New Year’s Party to be held on Thursday, January 18, 2024 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.**

**IX. Old Business:**

- A. Consider, discuss, and act upon authorizing the Fire Department to purchase Ballistic Protective Equipment from Triage Training Group in an amount not to exceed forty-nine thousand, eight hundred sixty-four dollars and twenty-five cents (\$49,864.25) to be funded from the Bryant University billing account.**



Chief Seltzer explains the following: Some of the equipment that was purchased was faulty, and the company responsible for this has been charged. The owner is going to prison after being charged by the federal government.

There is the potential to recoup some of the money from the assets he has, however, the prosecutor is not very hopeful. He did look at several other companies and Triage Training Group has provided a quote to replace all of the equipment in addition to providing some training for the equipment and tactical consideration. The police department will be included as part of this price. If money is recouped, it will go back into the Bryant Billing Account

Vice President Iannotti questions if the funding is coming from the Bryant Building Account and won't affect taxes. Chief Seltzer assures the members that the funding is from the Bryant Billing Account which is separate.

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, to authorize the Smithfield Fire Department to purchase ballistic protective equipment and associated training from the Triage Training Group in the amount of \$49,864.25, funded from the Bryant Billing Account. **Motion is approved by a unanimous 4/0 vote.**

**B. Sitting as the Smithfield Water Supply Board, consider, discuss, and act upon a request for waiver of water main extension based on the Code of Ordinances, Chapter 350 Water Line Extensions, Article 1 Construction of Waterlines and Other Water Capital Equipment by Private Developers, Section 350-1 Extension of Water Service Article 1.C**

There is no action required to be taken by the Town Council at this time (this agenda item is withdrawn).

**X. New Business:**

**A. Consider, discuss, and act upon authorizing the Fire Department to purchase a resource management software from Tablet Command, Inc. in the amount of thirty-eight thousand, five hundred dollars and zero cents (\$38,500.00) to be funded by RIEMA Grant 34-02-2022 HSGP.**

Chief Seltzer explains the following: This is a grant with no match as it is funded completely by Rhode Island Emergency Management Agency. This is an application for the dispatch center to track resources that show them when responding that will show up on the Incident Commander's iPad in the field. This will also be used for their regional dispatch for mutual.

**Motion** is made by Member Tassoni, seconded by Member Toppi, to authorize the Smithfield Fire Department to purchase Tablet Command, in the amount of \$38,500.00, utilizing RIEMA Grant 34-02-2022 HSGP. **Motion is approved by a unanimous 4/0 vote.**

**B. Consider, discuss, and act upon authorizing the Fire Department to submit a Municipal Public Safety Infrastructure Grant in the amount of \$1 million to be used to assist in financing a new fire station.**

Chief Seltzer explains the following: He is working with the Planner, Town Planner and the grant writer to complete the application. This is Municipal Public Safety Infrastructure Grant which was put in the governor's budget for this year and contains \$11M in that program. Town meets all the criteria for this program, and the final package is being put together. The Town has the possibility of getting more depending on how many applications are submitted, however, the Town does meet the criteria to receive \$1M.

Vice President Iannotti questions the \$4.5M matching bond and if the Town needs to match that whole amount. Town Manager Rossi explains that there is no matching requirement. Town Manager Rossi further explains that stating this shows there is "skin in the game".

Member Toppi questions if there are any strings attached. Chief Seltzer states this is the end of the ARPA money, and the purpose of the program is to help communities offset costs.

Vice President Iannotti questions if we have a fire station project yet and if a project needs to be presented. Town Manager Rossi explains the full design is included along with the budget.

Chief Seltzer explains that the basic fire station design would go wherever it ends up, and if another parcel was donated, it could go there.

Town Manager Rossi explains that the \$1M must be expended by December 31, 2026.

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, to approve the submittal of an application for funding through the Municipal Public Safety Infrastructure grant program in the amount of \$1.0 million, to be used to assist in financing our north-end fire station. **Motion is approved by a unanimous 4/0 vote.**

**C. Sitting as the Smithfield Water Supply Board, consider, discuss, and act upon a bid award for the North Providence Pressure Reducing Project.**

DPW Director Gene Allen explains the following: The low bidder is Boyle and Fogarty. The total contract cost is \$826,960.00 and the majority, \$790,012.56 will be from an existing SRF Bond, and the balance will be taken from the Reserve Funds.

Vice President Iannotti questions the Add Alternate 1. Director Allen explains this is Bicentennial Way, and there are discussions taking place with Providence Water to potentially switch that location giving it to Providence Water Supply. Director Allen further explains that we would take over a section of lines in Smithfield almost equal in revenue and footage. Director Allen also explains the reason for this is that Providence Water is looking to install another line down Bicentennial Way which currently goes around the ledge rather than in a straight line. Director Allen states that if the discussions fail, he will need to come before the council to ask for the additional amount.

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council, sitting as the Smithfield Water Supply Board, award the construction of the North Providence Pressure Reducing Project to Boyle and Fogarty Construction, Inc. of 2 Industrial Drive South, Unit 1, Smithfield, RI 02917 in the amount of \$790,012.56 from the RI Infrastructure Bank SRF Loan, and \$36,947.44 from the Water Supply Boards retained earnings account. **Motion is approved by a unanimous 4/0 vote.**

- D. Sitting as the Smithfield Water Supply Board, consider, discuss, and act upon authorizing the Town Manager to enter into contract with Pare Corporation in an amount not to exceed fifty-five thousand, five hundred dollars and zero cents (\$55,500.00) for contract and engineering services for the North Providence Pressure Reducing Project.**

Director Allen explains the following: This is for the engineering and administrative costs associated with the project that was just approved. The DPW will be doing the in-house inspections to cut down on the amount of time that would be paid to an engineering firm.

**Motion** is made by Member Tassoni, seconded by Member Toppi, that the Smithfield Town Council, sitting as the Smithfield Water Supply Board, authorizes the Town Manager to enter into contract for the Contract Administration and Engineering Services for the North Providence Pressure Reducing Project, with Pare Corporation, for a total price not to exceed \$55, 500.00. Further, the funding for this project shall be from the Water Supply Boards retained earnings account. **Motion is approved by a unanimous 4/0 vote.**

- E. Consider, discuss, and act upon awarding a contract to Lake Shore Environmental in an amount not to exceed thirteen thousand, five hundred fifty dollars and zero cents (\$13,550.00) for installation of three test wells onsite at the Gallagher Middle School.**

Director of Buildings and Grounds Angelo Mencucci explains the following: This is a result of moving two (2) 12,000 gallon oil tanks from Gallagher Middle School. The tanks were intact, however, there was a small amount of oil that was found around the fill ports of each tank. DEM was onsite and there is an environmental engineer of record, which is Lake Shore Environmental. Less than six (6) yards of contaminated soil was removed from the site with a manifest. This is a basic DEM project if you have a spill. The minimum requirement is that you have at least three (3) test wells and at least a quarterly test to remain compliant to their standard. The samples taken were slightly elevated.

Vice President Iannotti questions if the proposals were reviewed by the Town Engineer. Town Manager Rossi explains that the Town Engineer has been involved in the discussions, however, the requirement was laid out specifically by DEM. Town Manager Rossi is sure that the Town Planner reviewed what was decided by DEM.

Vice President Iannotti expresses his concerns about choosing the lowest bidder, who is not always the best. Town Manager Rossi states that the Town is very familiar with Lake Shore

Environmental as they have worked with the Town on numerous other projects. Town Manager Rossi assures the members that the Town will not be losing quality or service.

Vice President Iannotti questions how this is connected to the Boyle Athletic Complex. Town Manager Rossi explains that it has to do with the whole project; the field and the Honeywell portion. Town Manager Rossi further explains that the Honeywell portion which has to do with the boilers, and the rooftop units at both schools.

Director Mencucci states that this is also a result of the gas conversion that occurred at Gallagher Middle School.

Vice President Iannotti questions if this comes from those funds that were set aside for all of these projects. Town Manager Rossi states that funds are from the ARPA money, school fund balance, and the energy loan.

**Motion** is made by Member Tassoni, seconded by Vice President Iannotti, that the Smithfield Town Council hereby award to Lake Shore Environmental the contract for the two (2) tasks as described for a total not to exceed thirteen thousand five-hundred and fifty dollars (\$13,550.00). Subject to School Committee approval at their Tuesday, January, 2, 2024 School Committee meeting. **Motion is approved by a unanimous 4/0 vote.**

**F. Consider, discuss, and act upon approving tax abatements in the amount of four thousand, three hundred, thirty-two dollars and seventy-eight cents (\$4,332.78).**

**Motion** is made by Member Toppi, seconded by Vice President Iannotti, that the Smithfield Town Council approve the tax abatements in the amount of \$4,332.78. **Motion is approved by a unanimous 4/0 vote.**

**XI. Public Comment:**

Paul Santucci, 10 Appletown Road, states the following: Town Manager Rossi had indicated to residents of Hawthorne Road that a private company is submitting a proposal to construct a building on Town land. Mr. Santucci submits a petition to the Town Clerk consisting of ninety-three (93) signatures, asking the council to not consider Deerfield Park for an indoor soccer complex. The affected neighborhoods are zoned R-20, and where traffic areas to be effected are already under heavy use because of Deerfield Park, especially Indian Run Trail and Wampum Trail.

Traffic studies have not been completed and the Town is not a “for profit enterprise”, and is not in the soccer business. The quality of life will be permanently impacted, and abutters have not been notified of any such development. It is their understanding the development is to be located on Town property by a private enterprise. A private enterprise should purchase its own land, create its own physical structure, getting its own financing, and have its own parking. Town resources should not be burdened.

While this proposal has not gone through Planning or Zoning, he and the petitioners, are asking the council to promptly vote “no” on this proposal. There are wetland delineations that were completed in this area, and hundreds of homes will be affected by this, including forty-four (44) homes on Indian Run Trail and Wampum Trail and dozens of others leading into the park, as well as his own neighborhood. Mr. Santucci questions if there are deed restrictions in the park that would not allow a private developers from building. Mr. Santucci also questions if there was an initial prohibition, in the bond at Deerfield Park that would prohibit a private enterprise from building there. The area is not a proper location for commercial building and the clandestine nature has hundreds of people concerned about public safety.

Shana DePetrillo, 17 Lodgepole Lane, states the following: Her husband has been speaking with Mr. Santucci about the soccer complex. She can see the area through her back window. There are approximately thirteen (13) children on that street alone, and most of them are under the age of thirteen (13). The children all play in the street, and opening a soccer complex, or anything that would increase traffic in that area, would endanger the lives of the children. She has lived in the Town for nine (9) years, and there are a great deal of young families that live near her also purchased their homes because it is a quiet road. A complex like the one being proposed would directly impact the quality of life of the children and families. She is not a zoning expert, however, she believes that something of this nature would not be condoned in a residential area. She urges the members to reconsider the location of this building.

Member Tassoni states that there is no proposal, it was a concept. Member Tassoni questions the letters that went out to the neighbors and where the information came from because most of the information was discussed in closed session. Member Tassoni further states that he is going to call the Attorney General’s Office to see where all that information was leaked from.

Ms. DePetrillo thinks that would be a great place to start, and information such as this should be brought to everyone’s attention, not just the neighbors. Member Tassoni explains that when the council gets a proposal, it will be vetted through Planning, if it needs to, and the answers to Mr. Santucci’s questions will addressed.

Vice President Iannotti states that a proposal like this would need to be approved by the council, and a public hearing would be held. Vice President Iannotti further states that no formal proposal has been received. Vice President Iannotti also states this was just a concept. Vice President Iannotti explains that he walked the property, and he understands Ms. DePetrillo’s concerns, however, the council has no intention of disturbing that neighborhood under any circumstances.

President Lawton states that it is important to note that the Town did not propose this, and if it ever transpires, it would be transparent.

Paul Santucci, 10 Appletown Road, states the following: It does not take a “rocket scientist” to figure out what was going on. There were two (2) discussions that Town Manager Rossi had, with two (2) residents on Hawthorne Road. This immediately got out into the neighborhood, and it is deeply disturbing to everyone that lives within that area. Hundreds of people would be affected.

He did not discuss this with anyone on the council, and he would not.

Thomas Hodgkins, 200 Farnum Pike, states the following: On April 4, 2023 he sent a letter to the council before the public hearing where the council voted to re-zone approximately sixty (60) properties, one of which, was Deerfield Park. Whatever the concept was would not have been allowed prior to the council's rezoning. The rezoning created an open space district and expanded that definition to include indoor sports facilities, restroom facilities, exhibition space, maintenance buildings, and "other facilities for educational or instructional purposes".

The zoning change the council made also allowed those uses "by right", therefore, there will never be a zoning hearing for any of the neighbors here if there is going to be a complex there because it is allowed "by right". This would not go before Planning or Zoning, but perhaps the council would vote on a ground lease with a developer.

Vice President Iannotti states that the council would need to approve it at a public hearing.

Solicitor Gallone states the council would need to approve it, and as far as any perspective buildout, it would be considered a major land development project, requiring a public hearing at a Planning Board meeting.

Mr. Hodgkins states that the only privy the council would have is to vote on a lease. Mr. Hodgkins further states that was not allowed before the zoning change. Mr. Hodgkins also states that what he warned the council against, is precisely what is going to happen now. Mr. Hodgkins reads from his letter of April 4, 2023. Mr. Hodgkins explains it is inappropriate because there are residential neighborhoods, it is open space that is not to be developed for uses, and the purported reason for the zone change was to comply with the Comprehensive Land Use Plan, and the primary intent of the open space zone is to "ensure that land preserved as open space or recreation is not developed or used for other purpose".

Mr. Hodgkins questions why the change to the zoning allow for, among other things, indoor sports facilities, recreation, restroom facilities, exhibition space, maintenance buildings, and other uses, and allow those uses "by right".

Mr. Hodgkins feels that the council should revisit this, and at least add a special permit requirement to allow neighbors to go to a zoning hearing and express their concerns about the use of the property.

Mr. Hodgkins states that he also brought up notice to abutters was insufficient, and the Town did not provide specific written notice to the rezoning of that land. Mr. Hodgkins further states that the Town disagrees with him, however, if there is anyone at this hearing that would have gone to the rezoning hearing, had they received specific written notice, then the council should consider what their remedies would be. Mr. Hodgkins feels that the Town should take a more open view and provide notice as being a good neighbor in Town rather than a restrictive view.

Mr. Hodgkins explains that another property that was rezoned was Camp Shepard, and when it

was purchased, everyone was told there would be protections on that property (something along the lines of a Conservation Easement). Mr. Hodgkins further explains that, to date, nothing has been done to protect that property. Mr. Hodgkins feels that the same thing could happen to Camp Shepard; an indoor sports facility, which is a use “by right”. Mr. Hodgkins also explains that was his understanding that the Camp Shepard Subcommittee was created with priority number one to determine the use of that land.

Mr. Hodgkins asks the council to consider amending the open space zoning to limit the uses by at least a Special Use Permit.

Anthony Calcione, 4 Wampum Trail, explains the following: When the park was put in, Wampum Trail was not supposed to be used to go into the park, and the council at that time, decided Deerfield Drive was getting too much traffic, therefore, Wampum Trail was opened. There is the baseball field, Senior Center, kids going to/from school which means they cannot get out of their driveways. A place like this does not belong there. There is no sports complex that he has ever seen in the middle of a residential area where you have to go through side streets to get to it. It is not their fault that the council at the time put a park on land that was landlocked. Mr. Calcione states that he will get a lawyer if the council allows this to go on that property.

Kenneth Sousa, 2 Williams Road, states the following: As a member of the BFRB, he is trying to find money. He is exhausted with the “shiny bauble syndrome” of adopting things that are ribbon cutting events. The Town has a capital problem, and he is going to make a big deal about it this year. The Town needs to be careful about its infrastructure because we have a great deal of deferred maintenance. He is afraid that the Town does these things to add infrastructure to the Town which then needs upkeep.

Michelle Monteiro, 11 Lodgepole Lane, states that she can see the sand dune from her house, and she walks there often. She feels like the dunes have been reduced, and she can hear the noise from Deerfield Park.

Town Manager Rossi explains that the trucks there have to do with the fill that was removed from the football field, and it was also noticed it was blocking drainage, therefore, she will see more work to remove the material. Town Manager Rossi assures Ms. Monteiro that there has been no reduction in trees. Town Manager Rossi states that he will look into the additional noise.

Larry Fillipelli, 7 Hawthorne Road, states the following: He abuts the park, and a facility like this not going to be welcomed. However, if the Town wanted to take up a consideration like this, he implores the council to work in conjunction with the School Department because there would be a 52% reimbursement from the state on school construction. If it is made an educational facility, that serves the needs of the children and the School Department, the Town will get the facility and the reimbursement. It could be placed on land most closely associated with the schools rather than upsetting many neighbors and the serene area of the park.

Joseph Walker, 64 Indian Run Trail, states the following: When he moved here thirty (30) years ago, Deerfield Park was a sandpit. He would walk there with his son and enjoy nature. When the park was proposed, he was enthusiastic. His children played there, and it has been a god sent for the neighborhood. The downside is the traffic. It should be kept open and enjoyable for everybody,

but we do not need more facilities that will cause bad traffic situations.

Mario Monteiro, 11 Lodgepole Lane, explains the following: He is surprised a proposal has not been put into place, and it has become a hot topic on Facebook. Several people were talking about it with intimate knowledge. Square footage was being shared, maps were being shared, and talked about as if the project was far along.

**XII. Adjournment:**

**Motion** is made by Member Tassoni, seconded by Member Toppi, to adjourn the meeting. **Motion is approved by a unanimous 4/0 vote.**

Meeting adjourns at 8:57 p.m.

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Town Clerk





# Town of Smithfield

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

## ENGINEERING DEPARTMENT

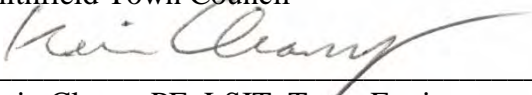
Kevin Cleary, PE, LSIT  
Town Engineer

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January 16, 2024

## MEMORANDUM

**TO:** Smithfield Town Council

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

**RE:** *2023 RIPDES Small MS4 Annual Report, Year 20  
Request for a Public Hearing on March 5, 2024*

Honorable Town Council:

### SUBJECT:

Request that a public hearing be scheduled on March 5, 2024 for comments on the Year Twenty (20) RIPDES Small MS4 Annual Report, in the event that twenty-five (25) or more people express interest or have comments about the report.

### BACKGROUND:

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

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

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

### **FINANCIAL IMPACT:**

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

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

Currently, the Smithfield Engineering Department has \$32,500 budgeted in the FY24 Operations Budget to meet the mandated of the Phase II Stormwater Permit requirements. These funds are used for a variety of stormwater related tasks such as stormwater sampling & testing, permit amendments, drain line CCTV & cleaning, educational material and future planning of pollution control best management practices & retrofit projects.

### **BENEFITS & ACHIEVEMENTS:**

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

These are a few benefits and achievements the Town has gained during Year Twenty (20):

- The Engineering Department continuously updates mapping of Town owned and maintained drainage assets in the GIS inventory. DPW & Engineering can effectively schedule inspections and maintenance of all the stormwater collection systems. In addition, this information has been edited is available for publicly use on the Town's website as an online GIS map tool.
- During the mapping of the Town's drainage system, a comprehensive inspection was completed for each drainage outfall structure and associated pipe connections. The following are some of the benefits from this task:
  - Unknown and clogged drainage systems were further identified, cleaned and brought back to proper operation, ending long standing drainage problems town wide in many areas.
  - Identification, inspection and logging of RIDOT and town outfalls.
  - Identification of interconnections of the drainage systems between Town, State and private properties with some suspect connections being monitored for illicit discharges.
  - Some structures found to be in hazardous condition were rebuilt by DPW crews.
- Drainage outfalls and stormwater management areas are inspected annually. Drainage outfalls within the identified TMDL area are inspected twice a year, once each during the high and low water table periods. Water samples from each outfall within the TMDL areas of the

Woonasquatucket River are taken, then collected and tested for possible illicit discharges into the Town's stormwater collection system.

- Overall improvement in water quality of local streams, ponds, lakes and rivers within Smithfield through the implementation of an organized approach to managing stormwater to promote environmental stewardship through best management practices, education and maintenance programs.

### **PUBLIC NOTICE**

In accordance with the Phase II Storm Water Regulations for the Year Twenty (20) RIPDES MS4 Annual Report, the Town of Smithfield will place advertisements in the local newspaper notifying the public that the report is available for review and comment. If the Town of Smithfield receives a request from twenty-five (25) or more people, a governmental agency, a subdivision or an association having no less than twenty-five (25) members on or before 4:00 PM, Friday, March 1, 2024 a public hearing will be required at the March 5<sup>th</sup> Town Council meeting.

### **MOTION**

*Move that the Smithfield Town Council schedule a public hearing at the March 5, 2024 Town Council meeting to address and finalize any comments on the RIPDES small MS4 Annual Report for Year 20. If no public comment is submitted, as outlined above, a public hearing is not required.*

Cc: Randy R. Rossi, MBA, CGFM, Town Manager  
Gene Allen, Director of Public Works

Enclosures: Draft - Public Hearing Notice 2024

**TOWN OF SMITHFIELD  
PUBLIC NOTICE OF PUBLIC HEARING  
DRAFT RIPDES PHASE II STORMWATER ANNUAL REPORT**

A draft Phase II Stormwater Annual Report, prepared in accordance with the Rhode Island Pollution Discharge Elimination System (RIPDES) program general permit for facilities operated by regulated small municipal separate storm sewer systems (MS4s), will be available for review at the Town Engineer's Office and on the Town's website starting February 16, 2024. A copy of the Stormwater Management Program Plan (SWMPP) will also be available for review at the Town Engineer's Office.

RIPDES Permit No.: RIR040034

Copies of the Phase II Stormwater Year Twenty (20) Annual Report may be obtained at no cost by visiting the Town's website at [smithfieldri.gov/engineer](https://smithfieldri.gov/engineer) and follow the links for the DRAFT 2023 RIPDES Small MS4 Annual Report.

For any questions, contact:

Engineering Department  
Town of Smithfield  
64 Farnum Pike  
Smithfield, RI 02917

Telephone Number: (401) 233-1041

The administrative record containing all documents is on file and may be inspected by appointment at the Town Engineer's Office mentioned above between 8:30 a.m. and 4:00 p.m., Monday through Friday, except holidays. **Should public comments be received, in writing on or before 4:00 p.m. March 1, 2024, a public hearing will be scheduled for the March 5, 2024 Town Council meeting at 7:00 p.m. in the Smithfield Town Hall.**



# Memorandum

**DATE:** January 17, 2024

**TO:** Smithfield Town Council

**FROM:** Carol Banville – License Coordinator

**SUBJECT:** Conduct a Public Hearing for the January 23<sup>rd</sup> Town Council Meeting

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## **RECOMMENDED MOTION:**

Conduct a Show Cause Hearing to consider the possible suspension, revocation or other sanction regarding Liquor Licenses due to non-renewal or non-compliance with the conditions of renewal:

1. Cedar Spill Group d/b/a “Cedar Spill”, 566 Putnam Pike, Unit 4 (Failure to produce a Certificate of Good Standing)
2. Chacon Restaurant, LLC d/b/a “Frank & John from Italy on the Water”, 743 Putnam Pike (Failure to pay outstanding tangible taxes)
3. Copperfield’s, Inc. d/b/a “Copperfield’s Bar & Grill”, 375 Putnam Pike, Unit 35 (Failure to produce a food business license)
4. Crudo, LLC d/b/a “Crudo”, 266 Putnam Pike (Failure to produce a food business license)
5. El Taco Loco, LLC d/b/a “Don El Diablo Taqueria Y Tequila”, 55 Douglas Pike (Failure to produce a Certificate of Good Standing)
6. 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)
7. 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 Certificate of Good Standing)



# Memorandum

**DATE:** January 17, 2024

**TO:** Smithfield Town Council

**FROM:** Carol Banville – License Coordinator

**SUBJECT:** Conduct a Show-Cause Hearing for the January 23<sup>rd</sup> Town Council Meeting

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**RECOMMENDED MOTION:**

Conduct a Show-Cause Hearing for 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. The Sevigny Group, LLC d/b/a “Smithfield Fitness”, 970 Douglas Pike (Failure to produce necessary paperwork required for renewal)



# Memorandum

**DATE:** January 17, 2024

**TO:** Smithfield Town Council

**FROM:** Carol Banville – License Coordinator

**SUBJECT:** New Victualling Only License for Best Life Nutrition d/b/a “The Vibe Nutrition”, for the January 23<sup>rd</sup> Town Council Meeting

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## **BACKGROUND:**

Best Life Nutrition, d/b/a “The Vibe Nutrition”, has applied for a new Victualling Only License, located at 285 George Washington Highway #4 hours of operation to be as follows: Monday through Sunday, 6:00 a.m. to 2:00 a.m.

## **TOWN REVENUE:**

Fee for a Victualling Only License is \$50 per year

## **SUPPORTING DOCUMENTS:**

Copy of application  
Copy of BCI – No record  
Retail Sales Permit  
Food Business License

## **RECOMMENDED MOTION:**

Move that the Smithfield Town Council approve a new Victualling Only License for Best Life Nutrition d/b/a “The Vibe Nutrition”, 285 George Washington Highway #4, as applied subject to compliance with all State regulations and local ordinances.

TOWN OF SMITHFIELD  
OFFICE OF THE TOWN CLERK  
LICENSE APPLICATION

FEE: \$50.00

PLEASE PRINT:

Note: Please fill in ALL the necessary information.

Date of Application: 8.29.23

Type of License: Victualling - ONLY Check One:

New  Renewal  Amended

Name of Applicant: Jennifer Martino

Date of Birth: 7.7.78

Resident Address: 10 Maplehurst St

Business Address: 285 George Washington Highway

Operating Under Trade Name of: Vibe Nutrition

Resident Telephone: 401-835-8549 Business Telephone: \_\_\_\_\_

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: Jennifer Martino Address: 10 Maplehurst St Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Describe operation of business: healthy Smoothie Cafe

Requested Hours of Operation: 7:00am - 4:30pm Monday - Friday 8am - 1pm Saturday

Signature of Applicant: [Signature] Title: owner

Applies to business establishments only:

In case of emergency/person to contact

Name: Leonardo Abrey Address: 10 Maplehurst St Phone: 401-601-4272

Name: Josain Valentin Address: 94 Job Street Phone: 401-573-3860

For Official Use Only

Police Chief:  [Signature]

Fire Chief:  [Signature]

Building Official:  SIGNATURE NOT REQUIRED

Owner of premises:  [Signature]

RI Dept. of Health:  \_\_\_\_\_

At a meeting of the Smithfield Town Council, held on

11/23/24

the above stated application was:

( ) Approved ( ) Denied

License #: 159 Date Issued: \_\_\_\_\_



**TOWN OF SMITHFIELD  
OFFICE OF THE TOWN CLERK  
LICENSE APPLICATION**

FEE: \$50.00

**PLEASE PRINT:**

Note: Please fill in ALL the necessary information.

Date of Application: 8.29.23

Type of License: Victualling Check One:  New  Renewal  Amended

Name of Applicant: Jennifer Martino

Date of Birth: 7.7.78

Resident Address: 10 Maplehurst St

Business Address: 285 George Washington Hwy

Operating Under Trade Name of: Vibe Nutrition

Resident Telephone: 401-835-8549 Business Telephone: \_\_\_\_\_

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: Jennifer Martino Address: 10 Maplehurst St Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Name: \_\_\_\_\_ Address: \_\_\_\_\_ Title: \_\_\_\_\_ DOB: \_\_\_\_\_

Describe operation of business: healthy Smoothie Cafe

Requested Hours of Operation: 7:00am - 4:30pm Monday - Friday 8am - 1pm Saturday

Signature of Applicant: [Signature] Title: owner

Applies to business establishments only:

In case of emergency/person to contact

Name: Leonardo Abreu Address: 10 Maplehurst St Phone: 401-601-4272

Name: Josain Valentin Address: 94 Job Street Phone: 401-573-3860

10/18/23  
[Signature]

For Official Use Only

Police Chief:  [Signature]  
Building Official:  SIGNATURE NOT REQUIRED  
RI Dept. of Health:

Fire Chief:   
Owner of premises:

At a meeting of the Smithfield Town Council, held on \_\_\_\_\_

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: 8.30.23

1. NAME OF CANDIDATE: (PRINT)

Martino Jennifer \_\_\_\_\_  
 LAST FIRST MIDDLE

MAIDEN NAME \_\_\_\_\_

7-7-78 \_\_\_\_\_

2. DATE OF BIRTH  
10 Maplehurst St \_\_\_\_\_

4. CURRENT ADDRESS  
Smoothie Cafe \_\_\_\_\_

6. TYPE OF BUSINESS \_\_\_\_\_

8. IS BUSINESS INCORPORATED \_\_\_\_\_

Prw. RI \_\_\_\_\_

3. PLACE OF BIRTH  
Vibe Nutrition \_\_\_\_\_

5. NAME OF BUSINESS  
285 George Washington Hwy \_\_\_\_\_

7. BUSINESS ADDRESS  
Smithfield RI \_\_\_\_\_

IF SO, LIST OFFICERS \_\_\_\_\_

9. BUSINESS PHONE \_\_\_\_\_

401-835-8549 \_\_\_\_\_

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>8. 2017</u>	<u>Present</u>	<u>10 Maplehurst</u>	<u>Lincoln RI 02805</u>
<u>1. 2014</u>	<u>8. 2017</u>	<u>West Academy</u>	<u>Providence RI 02908</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.

13. List below two (2) character references

- |                           |                                    |                     |
|---------------------------|------------------------------------|---------------------|
| 1. <u>Leonardo Abreu</u>  | <u>10 Maplehurst St Lincoln RI</u> | <u>401-601-4272</u> |
| NAME                      | ADDRESS                            | PHONE               |
| 2. <u>Jovani Valentim</u> | <u>94 Job St Prw RI 02904</u>      | <u>401-573-3866</u> |
| NAME                      | ADDRESS                            | PHONE               |

CANDIDATE'S SIGNATURE: [Signature]

Witness: Carolyn A. Drazic



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

BEST LIFE NUTRITION THE VIBE NUTRITION  
 680 DOUGLAS AVE  
 PROVIDENCE, RI 02908-1652

State of Rhode Island  
 DIVISION OF TAXATION

RETAIL SALES PERMIT  
 Valid From: 07/01/2023 to 06/30/2024



ID: 2-5249-5820

ISSUED TO:  
 BEST LIFE NUTRITION THE VIBE NUTRITION  
 285 GEORGE WASHINGTON HWY # 4  
 SMITHFIELD, RI 02917-1907

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.**

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

NEENA S. SAVAGE  
 TAX ADMINISTRATOR

DATE ISSUED: 09/13/2023

# *State of Rhode Island*



## *Department of Health Center for Food Protection*

This is to certify that THE VIBE NUTRITION located at 285 GEORGE WASHINGTON HIGHWAY, SMITHFIELD RI 02917, having given satisfactory evidence that said establishment is qualified in conformity with Chapter 21-27 of the General Laws of 1956, as amended, is hereby granted a

### **FOOD BUSINESS LICENSE**

to operate a Food Business at the above address in the State of Rhode Island, for the period ending: **04/30/2024**

**License Number:** *FSV36313*

**License: Seats - Less than 50 -**

THIS LICENSE IS NOT TRANSFERABLE.

This license must be posted where consumers can see it.



# Memorandum

**DATE:** January 17, 2024

**TO:** Smithfield Town Council

**FROM:** Carol Banville – License Coordinator

**SUBJECT:** New Private Detective License for the January 23<sup>rd</sup> Town Council Meeting

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## **BACKGROUND:**

The individual listed below has filed for a new Private Detective License. Please note in the Smithfield Town Ordinance Chapter 177 -7 I (5) “Qualifications” at least five (5) years of experience as an investigator or a police officer.

## **TOWN REVENUE:**

The cost for a new Private Detective License is \$200.00.

## **SUPPORTING DOCUMENTS:**

Application  
BCI – No record  
Copy of fingerprints  
2X2 photos (2)  
Letters of character reference (3)  
Bond: \$5,000 with Corporate Surety  
Copy of Bachelor of Arts Degree  
Town Ordinance on Requirements

## **RECOMMENDED MOTION:**

Move that the Smithfield Town Council approve a new Private Detective License for Anthony J. Verdi, 75 Pleasant View Avenue, Smithfield, RI 02828 for his business “Confidential Surveillance and Investigations, LLC”, as applied, subject to compliance with all State regulations and local ordinances.

Smithfield Town Clerk's Office  
Application for Private Detective License

PLEASE COMPLETE APPLICATION AND  
RETURN WITH FEE TO THE OFFICE OF TOWN  
CLERK BY:

Date: October 17, 2023  New Application  
Name: Anthony James Verdi  Renewal Application  
Address: 75 Pleasant View Avenue Home Phone: 401-644-9838  
Greenville, R.I. 02828 Business Phone: 401-644-9838  
Date of Birth: September 17, 1995 Weight: 150  
Height: 5'9" Hair Color: Brown  
Eye Color: Blue

Have any prior or similar licenses ever been issued to you?  Yes  No

If you answered yes to the previous question, have such licenses ever been denied, revoked or suspended in any other municipality or state?  Yes  No

If you answered yes to the previous question, please identify the municipality or state in which your license was denied, revoked or suspended. \_\_\_\_\_

**Qualifications:**

I have experience that has been gained through: (Circle those that apply)

1. At least five years experience as an investigator or as a police officer with a state, county or municipal police department or with an investigative agency of the United States of America or of any state, county or municipality; or
- ② Receipt of a degree in criminal justice from an accredited college or university; or
3. Employment by a private detective or an investigator for at least five years; or
- ④ Substantively equivalent training or experience.

**The above information is true and exact, to the best of my knowledge.**

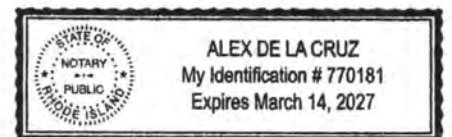
AVVerdi  
Applicant's Signature

10/17/23  
Date

Signed and sworn before me on this 17<sup>th</sup> day of October 2023 in Smithfield, RI

[Signature]  
Notary (Signature)

Alex De La Cruz  
(Print)



My commissioner expires: 03/14/27

(Over)

Application Requirements:

1. A certification by each of three reputable citizens and residents of the Town that they have personally known the applicant for at least three years, that they have read the application and believe each of the statements made thereon to be true, that they are not related to the applicant by blood or marriage and that the applicant is honest and of good moral character;
2. Criminal background check to be conducted by the Smithfield Police Department;
3. Two sets of fingerprints taken at the Smithfield Police Department; (new applications only)
4. Two photographs taken at the Smithfield Police Department;
5. Signature on medical release forms authorizing the Smithfield Police Department to determine if the applicant has any history of psychological disorder.

Requirements Upon Private Detective License Approval by the Smithfield Town Council:

- New license fee - \$200
- Renewal license fee- \$150
- Bond: \$5000 with Corporate Surety

The Smithfield Police Department's investigation of this applicant **has/has not** revealed any information suggesting that this application be denied.

Chief of Police

Date

10/28/23







Dennis E. Courtemanche  
51 Smith Ave.  
Greenville, RI 02828

August 24, 2023

Dear Sir or Madam:

I am writing this letter on behalf of Anthony J. Verdi (9/17/95). I understand this letter of reference is part of his application process for his private investigator's license. I've known Mr. Verdi since 2018 and can attest to Mr. Verdi's character. I've always had the impression that Mr. Verdi is a hard-working individual who is trust-worthy and makes sound decisions. Mr. Verdi displays high moral values, uses sound judgment when making decisions, and is someone who takes his chosen profession seriously. Anthony has a friendly, outgoing personality and he works well with others.

I make this recommendation for Anthony without any reservation.

If you wish to speak with me on this matter I may be reached anytime at the following contact information:

Dennis Courtemanche  
51 Smith Ave.  
Greenville, RI 02828

Cell phone (best) 401-255-5444  
Home phone 401-949-1685  
Work 401-231-2500 ext. 108  
E-mail [dcourtemanche@smithfieldpd.com](mailto:dcourtemanche@smithfieldpd.com)

If there is anything else I can do to assist in this process please do not hesitate to let me know.

Sincerely,

Lieutenant Dennis Courtemanche  
Smithfield Police Dept.  
Shift Commander – Second Shift

Robert R. Lombardi  
15 Indian Head Trail  
Smithfield, RI 02917

September 1, 2023

To Whom It May Concern:

I am writing this letter on behalf of Anthony J. Verdi, providing a reference regarding his consideration for a private investigator's license. I have known Mr. Verdi since 2019, and over that time I can attest to his good judgement, work ethic, and high moral values. Mr. Verdi has helped me over the past five years with my small business and has always been punctual, attentive, and carries himself in a polite and respectful manner. I personally would highly recommend Mr. Verdi in any future endeavors.

I have enclosed my personal contacts. If you have any questions or concerns, please do not hesitate to contact me.

Robert Lombardi  
15 Indian Head Trail  
Smithfield, RI 02917

Cell: 401-578-8663  
Home: 401-949-4234  
Work: 401-274-3255  
E-mail: rl401@cox.net

Sincerely,

Robert Lombardi  
President  
New England Lemonade  
Providence, R.I.  
02908

Bill Gallagher  
1 Tunmore Road  
Greenville, RI 02828

September 1, 2023

To Whom It May Concern:

I am writing this letter on behalf of Anthony J. Verdi, providing a reference regarding his consideration for a private investigator's license. I have known Mr. Verdi since 2019 as his next door neighbor and friend.

I have enclosed my personal contacts. If you have any questions or concerns, please do not hesitate to contact me.

Bill Gallagher  
1 Tunmore Road  
Greenville RI 02828

Cell: 401-633-2228

Sincerely,

Bill Gallagher



Effective Date: October 9th, 2023

# Western Surety Company

## LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 66820727

That we, Confidential Surveillance & Investigations LLC

of GREENVILLE, State of Rhode Island, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of Rhode Island, as Surety, are held and firmly bound unto the

., State of Rhode Island, as Oblige, in the penal sum of Five Thousand and 00/100 DOLLARS (\$5,000.00), lawful money of the United States, to be paid to the Oblige, for which payment well and truly to be made, we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been licensed Private Detective by the Oblige.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws and ordinances, including all amendments thereto, pertaining to the license or permit applied for, then this obligation to be void, otherwise to remain in full force and effect until October 9th, 2024, unless renewed by Continuation Certificate.

This bond may be terminated at any time by the Surety upon sending notice in writing, by First Class U.S. Mail, to the Oblige and to the Principal at the address last known to the Surety, and at the expiration of ~~thirty-five (35)~~ days from the mailing of said notice, this bond shall ipso facto terminate and the Surety shall thereupon be relieved from any liability for any acts or omissions of the Principal subsequent to said date. Regardless of the number of years this bond shall continue in force, the number of claims made against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total liability for all claims exceed the amount set forth above. Any revision of the bond amount shall not be cumulative.

Dated this 9th day of October, 2023.

Confidential Surveillance & Investigations LLC  
Principal

Principal  
WESTERN SURETY COMPANY

By Larry Kasten  
Larry Kasten, Vice President

STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY  
(Corporate Officer)

On this 9th day of October, 2023, before me, the undersigned officer, personally appeared Larry Kasten, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



*S. Green*  
Notary Public — South Dakota

My Commission Expires: February 12, 2027

ACKNOWLEDGMENT OF PRINCIPAL  
(Individual or Partners)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_, known to me to be the individual \_\_\_\_\_ described in and who executed the foregoing instrument and acknowledged to me that \_\_\_\_\_ he \_\_\_\_\_ executed the same.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public

ACKNOWLEDGMENT OF PRINCIPAL  
(Corporate Officer)

STATE OF \_\_\_\_\_ }  
COUNTY OF \_\_\_\_\_ } ss

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_, who acknowledged himself/herself to be the \_\_\_\_\_ of \_\_\_\_\_, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public



License or Permit No. \_\_\_\_\_

LICENSE AND PERMIT  
BOND  
As

of \_\_\_\_\_

State of \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Address \_\_\_\_\_

Filed \_\_\_\_\_

Approved this \_\_\_\_\_

day of \_\_\_\_\_

# Western Surety Company

## POWER OF ATTORNEY

### KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls, State of South Dakota, its regularly elected Vice President, as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Private Detective

bond with bond number 66820727

for Confidential Surveillance & Investigations LLC as Principal in the penalty amount not to exceed: \$ 5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

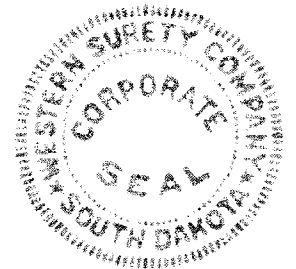
Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 9th day of October, 2023.

ATTEST

L. Bauder  
L. Bauder, Assistant Secretary

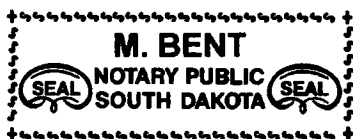
WESTERN SURETY COMPANY  
By Paul T. Bruflat  
Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }  
COUNTY OF MINNEHAHA } ss

On this 9th day of October, 2023, before me, a Notary Public, personally appeared Paul T. Bruflat and L. Bauder

who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires March 2, 2026

M. Bent  
Notary Public

To validate bond authenticity, go to [www.cnasurety.com](http://www.cnasurety.com) > Owner/Obligee Services > Validate Bond Coverage.



THE  
UNIVERSITY  
OF RHODE ISLAND

---

By authority of the Rhode Island Board of Trustees  
and upon the recommendation of the University Faculty

**Anthony J Berdi**

has been admitted to the degree of

**Bachelor of Arts**

In witness whereof, this diploma is conferred  
at Kingston in the State of Rhode Island  
this seventeenth day of May, two thousand and twenty.

*Charles A. Cook*

Chair of the University of Rhode Island Board of Trustees



*Samuel J. ...*

President of the University



Town of Smithfield, RI  
Thursday, March 12, 2015

## Chapter 177. DETECTIVES, PRIVATE

[HISTORY: Adopted by the Town Council of the Town of Smithfield 3-15-2005.<sup>[1]</sup> Amendments noted where applicable.]

### GENERAL REFERENCES

Police Department — See Ch. 76.

[1]: *Editor's Note: This chapter also repealed former Ch. 177, Private Detectives, adopted 8-2-1995, as amended.*

### § 177-1. Definitions.

For the purpose of this chapter, the following definitions shall apply:

#### LICENSEE

Any person to whom a license is granted in accordance with this chapter.

#### LICENSING AUTHORITY

The Town Council of the Town of Smithfield.

### § 177-2. Prohibited acts.

No person, without a license issued pursuant to G.L. 1956, § 5-5, shall engage in the general business of a private detective or hold himself or herself out as a private detective or pretend to be a detective police officer. Nothing in this section shall apply to a detective of another state coming into the state in the performance of his or her duties, for a temporary period on a specific matter. Any person who violates this section shall be punished as provided in G.L. 1956, § 5-5-21.

### § 177-3. Statutory authority.

This chapter is enacted under the authority conferred by G.L. 1956, § 5-5.

### § 177-4. Purpose.

The purpose of this chapter is to provide reasonable supervision and control of private detectives doing business in the Town and to ensure the honesty, good character and integrity of the licensee.

### § 177-5. License required.

No person shall maintain his or her principal place of business as a private detective in the Town of Smithfield without first obtaining a license from the licensing authority.

## § 177-6. Application for license.

[Amended 9-4-2012 by Ord. No. 2012-07]

Each person requesting a license under the provisions of this chapter must file an application with the Town Clerk on forms furnished by the Clerk. Statements of facts made on said application shall be made under oath of the applicant. Each application shall include the following:

- A. A certification by each of three reputable citizens and residents of the Town that they have personally known the applicant for at least three years, that they have read the application and believe each of the statements made thereon to be true, that they are not related to the applicant by blood or marriage and that the applicant is honest and of good moral character;
- B. The applicant's record of felony convictions and misdemeanor convictions involving moral turpitude;
- C. A statement as to whether any prior or similar licenses have ever been issued to the applicant and, if so, whether such licenses were ever denied, revoked or suspended in any other municipality or state;
- D. Two sets of the applicant's fingerprints taken at the Smithfield Police Department;
- E. Two photographs of the applicant taken at the Smithfield Police Department; and
- F. Satisfactory medical releases authorizing the Smithfield Police Department to determine if the applicant has any history of psychological disorder.

## § 177-7. Qualifications.

Every applicant for a license under this chapter shall meet the following qualifications before he or she may engage in the business of a private detective:

- A. Be at least the age of majority;<sup>[1]</sup>  
[1]: *Editor's Note: State law reference - Age of majority, G.L. 1956, § 15-21-1 et seq.*
- B. Be a citizen of the United States or a resident alien;
- C. Not have been declared by any court of competent jurisdiction incompetent by reason of mental illness or incapacity and not have been restored;
- D. Not have been discharged from the Armed Services of the United States under other than honorable conditions;
- E. Be of good moral character;
- F. Not have been convicted in any jurisdiction of a felony;
- G. Not have had any previous private investigator license or application revoked or denied;
- H. Not suffer from habitual drunkenness or from narcotics addiction or dependence;
- I. Have experience that has been gained through:

- (1) At least five years experience as an investigator or as a police officer with a state, county or municipal police department or with an investigative agency of the United States of America or of any state, county or municipality; or
- (2) Receipt of a degree in criminal justice from an accredited college or university; or
- (3) Employment by a private detective as an investigator for at least five years; or
- (4) Substantively equivalent training or experience.

## § 177-8. Investigation.

After receipt of an application for a license, the licensing authority shall conduct or cause to be conducted an investigation to determine whether the facts set forth in the application are true.

## § 177-9. (Reserved)

[1]: *Editor's Note: Former § 177-9, Psychological evaluation, was repealed 9-4-2012 by Ord. No. 2012-07.*

## § 177-10. Grounds for denial of application.

[Amended 9-4-2012 by Ord. No. 2012-07]

The licensing authority may deny the application for a license under this chapter if it finds that the applicant:

- A. Violated any of the provisions of this chapter or any rules and regulations promulgated hereunder;
- B. Knowingly made a material misstatement in the application for or renewal of a license; or
- C. Committed any act that would disqualify him or her under G.L. 1956, § 5-5-10; or where the applicant failed to meet the qualifications of §§ 177-6 through 177-10.
- D. Practiced fraud, deceit or misrepresentation;
- E. Demonstrated incompetence or untrustworthiness in actions affecting the conduct of the licensed business.
- F. Has a documented history of psychological disorder of such a nature that the public health, safety, and welfare may be jeopardized if a license is issued to the applicant hereunder.

## § 177-11. License renewal.

Each license under this chapter, new or renewed, shall expire one year after the date of issuance. Applications for renewal of a license shall be received by the Town Clerk on forms provided by the Clerk not less than 30 days prior to the expiration date of the license. The licensing authority may refuse to renew a license for any of the grounds set forth in §§ 177-6 through 177-10.

## § 177-12. Fees.

- A. The fee for a license application or renewal under this chapter shall be \$150.

- B. Initial license fees shall not be refundable.
- C. If a previously issued license has expired and has not been renewed within a period of 15 days after expiration, such application shall be considered the original application and all requirements of an original application shall apply.

### **§ 177-13. Bond.**

Each person so licensed shall give to the Town Clerk and his or her successors in the office a bond, with a surety company authorized to do business in Rhode Island, in the sum of \$5,000, conditioned for the benefit of any person injured by the willful, malicious, or wrongful acts of the licensee.



# Memorandum

**DATE:** January 17, 2024

**TO:** Smithfield Town Council

**FROM:** Carol Banville – License Coordinator

**SUBJECT:** Mobile Food Truck License Renewals for the January 23<sup>rd</sup> Town Council Meeting

---

## **BACKGROUND:**

The businesses listed below have filed their applications for renewal.

## **TOWN REVENUE:**

The cost for a Mobile Food Truck License is \$75.00 per year, however, if the Mobile Food Truck applicant has an existing restaurant then the fee would be \$50.00 per year.

## **APPROVAL STATUS:**

All paperwork is complete for renewal by the Town Council.

## **RECOMMENDED MOTION:**

Move that the Smithfield Town Council approve the renewal of three (3) Mobile Food Truck Licenses, as listed, as applied, subject to compliance with all State regulations and local ordinances.

1. KelCarQ, LLC d/b/a “Team Gotta Q”, to sell barbecue from a truck with RI Reg. 526-5785, 24 Barberry Hill, Cumberland, RI
2. Pa’L Monte, LLC d/b/a “Pa’L Monte”, to sell empanadas from a truck with RI Reg. #35663, 285 Douglas Pike
3. Rhode Island Kona, LLC d/b/a “Rhode Island Kona Ice” to sell only frozen ice from a truck with

RI Reg. 21700, 4 Cider Lane, Smithfield, RI



# Town of Smithfield

OFFICE OF FINANCE DIRECTOR/TAX COLLECTOR  
64 FARNUM PIKE  
SMITHFIELD, RHODE ISLAND 02917  
TELEPHONE: (401) 233-1072 FACSIMILE: (401) 233-1060  
EMAIL: CCHOINIERE@SMITHFIELDRI.GOV

CAITLYN CHOINIÈRE, RICC  
FINANCE DIRECTOR

**DATE:** January 16, 2024  
**TO:** The Honorable Smithfield Town Council  
**CC:** Randy R. Rossi, Town Manager  
**FROM:** Caitlyn Choiniere, Finance Director  
**RE:** Audited Financials for the Fiscal Year Ended June 30, 2023

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## **Background:**

The audit document is a compilation of the Town's financial results for the Fiscal Year Ended June 30, 2023, reviewed and presented by a certified public accounting firm according to generally accepted accounting principles.

## **Financial Impact:**

The Town Council's acceptance of this document will enable the Town to forward copies of the document to rating agencies, financial institutions, and appropriate state agencies.

Filing this document on a timely basis will enable and enhance the Town's strength when the Town is ready to issue bonds in the future.

## **Motion:**

That the Smithfield Town Council accepts the audited financial statements for the Fiscal Year Ended June 30, 2023, from the audit firm of Hague, Sahady & Co., P.C.



CARLOS SANTOS  
PURCHASING AGENT

## Town of Smithfield

PURCHASING AGENT  
FINANCE OFFICE, SMITHFIELD TOWN HALL  
64 FARNUM PIKE  
SMITHFIELD, RHODE ISLAND 02917  
TELEPHONE: (401) 233-1000 EXT: 138  
EMAIL: CSANTOS@SMITHFIELDRI.GOV

---

**DATE:** January 10, 2024  
**TO:** Honorable Town Council  
**FROM:** Carlos Santos, Purchasing Agent  
**CC:** Randy R. Rossi, Town Manager  
Caitlyn Choiniere, Finance Director  
Scarlett Carreiro, Senior Center/Human Services Director

**RE:** Request for Proposal (RFP) # 24-110 Smithfield Senior Center - Lavatory Renovations – Ladies Room

---

### **SUBJECT:**

The Smithfield Senior Center applied for and received a grant from the Department of Human Services - Office of Healthy Aging for Bathroom Renovations and is looking to renovate one of the ladies lavatories, creating a new combination shower & restroom stall.

The Base Bid portion of this renovation will include all materials and labor to convert two existing stalls into one new stall with a shower and toilet compatible with the Americans with Disabilities Act (ADA) guidelines for creating accessible bathrooms.

The purpose of the renovation project is to eventually make the Senior Center a cooling/warming station in times of emergency, having a shower will allow us to do that. This project will also allow us to utilize the shower on site to assist seniors if they experience an accident or incontinence with clean up while maintaining their dignity.

This project will be broken into four (4) parts: **Base Bid** for the ADA compliant shower kit, relocating/reusing existing ADA compliant toilet and grab bars. Remove existing stall partitions on the stall where shower is to be installed and replace using ASI Global Partitions, reusing the old partitions as much as possible. Including floor tiles for the newly created shower and restroom stall. **Alternate #1** will be for modifying one sink to bring it up to ADA standards. **Alternate #2** will include removal & replacing discolored/damaged existing bathroom ceiling tiles, additional lighting and ceiling exhaust fans. **Alternate #3** will be the last part and will cover repainting all the walls.

The primary goal of this RFP is to fund the **Base Bid** portion with funds from the grant, we are adding the **three (3) alternates** to see if the grant funds will allow for additional work to be performed.



The Smithfield Senior Center hereby requests that the Town Council authorize the advertisement of a new Request for Proposal (RFP) for Lavatory Renovations to one of the Ladies Room at the Senior Center. Following your approval, the RFP will be advertised in the newspaper and posted/advertised on the various websites used by the Town. After the public bid openings, all submissions will be reviewed by an evaluation committee and a recommendation will be presented to the Town Council for award consideration.

**ATTACHMENTS:**

Copy of Grant Application, RFP.

**FINANCIAL:**

Funding will be from a grant funded by the Department of Human Services - Office of Healthy Aging for Bathroom Renovations.

**MOTION:**

That the Smithfield Town Council hereby authorizes the Purchasing Agent to advertise RFP # 24-110 Smithfield Senior Center - Lavatory Renovations – Ladies Room.



# Town of Smithfield

## Request for Proposals



RFP # 24-110

Smithfield Senior Center - Lavatory Renovations – Ladies Room

## **Table of contents:**

Page 1	cover sheet
Page 2	Table of Contents & Introduction
Page 3	Solicitation Instructions
Page 4	Notice to Vendors
Page 5	Proposal Terms
Page 6 - 7	Description/Scope of work
Page 8	Requirements
Page 9	Final Selection – Time Line
Page 10	Attachment A – Cost Proposal form

## **Introduction:**

The Town of Smithfield is seeking the professional construction services of an experienced contractor to conduct a variety of renovations and upgrades to the Ladies Restroom located at the Smithfield Senior Center.

There will be a non-mandatory but highly recommended Pre-Proposal Site Visit and Meeting held on Thursday, February 1, 2024 at 10:00AM at the Smithfield Senior Center, 1 William J. Hawkins Jr. Trail, Smithfield, RI 02828.

Sealed proposals may be received at the Finance Office, to the attention of the Town Purchasing Agent, Smithfield Town Hall, 64 Farnum Pike, Smithfield, RI 02917 until 10:00am on Tuesday, February 13, 2024 at which time all bids will be publicly opened and read aloud.

**TOWN of SMITHFIELD**  
State of Rhode Island



**Terms and Requirements for Request for Proposal**

Item Description: **Smithfield Senior Center – Ladies Lavatory Renovations**  
Date and Time to be **OPENED: Tuesday, February 13, 2024 at 10:00 AM**

Proposals may be submitted up to **10:00 AM** on the above meeting date at the **Finance Office, to the attention of the Town Purchasing Agent**, 64 Farnum Pike, Smithfield, RI 02917, during normal business hours, 8:30 AM through 4:30 PM. All proposals will be publicly opened and read at the Town Hall Council Chambers, second floor, Town Hall.

**NOTICE TO VENDORS**

1. The Town of Smithfield reserves the right to waive any and all informalities and to award the contract on the basis of the lowest responsible evaluated bid proposal.
2. No proposal 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 Rhode Island General Laws, as amended, Sections 7-1.2-1401.
4. The Town of Smithfield reserves the right to reject any and all proposals.
5. In determining the lowest responsible evaluated bid proposal, cash discounts for payments less than thirty (30) days will not be considered.
6. The Town of Smithfield reserves the right to award to one responder, or to split the award.
7. All proposals will be disclosed at the formal proposal opening. After a reasonable lapse of time, tabulation of proposals may be seen on the Town's website (<https://www.smithfieldri.gov/departments/finance/purchasing-bids/closed-solicitations/-folder-135>)
8. As the Town of Smithfield is exempt from the payment of Federal Excise Taxes and Rhode Island Sales Tax, prices quoted are not to include these taxes.
9. In case of error in the extension of prices quoted, the unit price will be considered.
10. The contractor 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.
11. Delivery dates must be shown on your proposal. If no delivery date is specified, it will be assumed that an immediate delivery from stock will be made.
12. 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.
13. Proposals 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.
14. 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).
15. No goods should be delivered or work started without Notice from the Town.

**TOWN of SMITHFIELD**  
**State of Rhode Island**

**Instructions**

1. Bidders must submit sealed proposals in an envelope clearly labeled with the above captioned item or work. The proposal envelope and any information relative to the proposal must be addressed to the **Town Purchasing Agent, Finance Office**, Smithfield Town Hall 64 Farnum Pike, Smithfield, RI, 02917. Any communications that are not competitive sealed proposals (i.e., product information or samples) should have “**NOT A BID**” written on the envelope or wrapper.
2. Proposals must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
3. Proposal responses must be in ink or typewritten.
4. The price or prices proposed should be stated both in **WRITING** and in **NUMERALS**, and any proposal not so stated may be rejected.
5. Proposals **SHOULD BE TOTALED WHEN APPLICABLE**. Do not group items: price each item individually. Awards may be made on the basis of *total* proposal or by *individual items*.
6. Each responder is required to state in their proposal their full name and place of residence; and must state the names of persons or firms with whom he/she is submitting a joint proposal. All proposals **SHOULD BE SIGNED IN INK**.
7. One original proposal and **three copies** shall be submitted.
8. **There shall be a non-mandatory but highly recommended Pre-Proposal Site Visit and Meeting to consider and qualify perspective responders on Thursday, February 1, 2024 at 10:00AM EST at the Smithfield Senior Center, 1 William J. Hawkins Jr. Trail, Smithfield, RI 02828.**

## TOWN OF SMITHFIELD

State of Rhode Island

### CONSTRUCTION AND SERVICE PROPOSAL TERMS

1. The Town of Smithfield will not consider any proposal unless it is accompanied by **one** of the following and deposited with the Finance Director as a guarantee that the Contract will be signed and delivered by the responder:

a. A CERTIFIED CHECK for **\$10,000**; OR

b. A Bid Bond in the amount of **Ten (10)** per centum of the proposed total price.

**\* The amount of such check or bid bond shall be retained for use by the Town as liquidated damages on account for any such default.**

2. 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.
3. Awards will be made within ninety (90) days of the proposal opening. All proposal prices will be considered firm, unless qualified otherwise. Requests for price increases will not be honored.
4. Failure to deliver within the time quoted or failure to meet specifications may result in default action in accordance with law or the general specifications. It is agreed that deliveries and/or completion are subject to strikes, lockouts, accidents and Acts of God.
5. Only one shipping charge will be applied in the event of partial deliveries for blanket purchases or term contracts.
6. 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 29, 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.
7. 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.
8. The successful responder shall, prior to commencing performance under the contract, post a **Performance and Payment Bond** with a satisfactory surety company in a sum equal to one hundred per centum (100%) of the amount of the award contract.

## TOWN OF SMITHFIELD

State of Rhode Island

### SCOPE OF WORK AND SERVICES:

The Town and its Senior Center (**Located at: 1 William J. Hawkins Jr. Trail, Smithfield, RI 02828**) are looking to renovate the ladies lavatory to include, as a Base Bid: the removal of existing stall and toilet and utilizing this space to install a curb-less shower with a fold up shower bench and toilet with hand rails, shower & toilet stall partitions, all compatible with the Americans with Disabilities Act (ADA) guidelines for creating accessible bathrooms. This project will include Three (3) Alternates, Alternate #1 is for converting existing sink to an ADA compliant sink, Alternate #2 is for new ceiling tiles, lighting, exhaust fan, Alternate #3, is for painting. Priority will be given to the Base Bid Portion of RFP.

- A.) The Contractor will be responsible for taking all measurements associated with this project and provide a set of drawings to the Building and Zoning Department for review. All Town fees will be waived.
- B.) All fees required for ADA approval will still be collected, as these fees are collected by the State of Rhode Island.
- C.) Once the drawings/plans are approved by the Town, the Contractor will have full access to the building and restroom to be renovated. All work must be coordinated in advance with the Senior Center Director.
- D.) The Contractor will have a minimum of five (5) years of experience with lavatory renovations or similar projects.
- E.) The Contractor is expected to complete the project on or before **May 15, 2024**.
- F.) The Contractor is required to maintain a safe and clean work environment on a daily basis due to the staffing and senior population that will have and need access to the building.
- G.) The Contractor will be responsible for the installation and maintenance of all safety barriers associated with this project as per OSHA mandated guidelines and Town Building Officials.
- H.) The Contractor will be responsible for all site demolition and off-site disposal of all materials associated with this project.
- I.) The Contractor is responsible for all personnel involved in the work, including those of his direct employ, his sub-contractors and suppliers of materials and equipment and/or labor.
- J.) It's important to understand and follow the Americans with Disabilities Act (ADA) guidelines for creating accessible bathrooms and ensure that the Renovations are functional, safe, and accessible for everyone who needs to use it.
- K.) Secure and pay for, as necessary for proper execution and completion of the Work, and as applicable at time of receipt of Bids:
  - 1.) Permits - Permit fees normally charged by the local Building and Zoning Department will be waived, however, all other permit fee, use fees, application fees, ADA fees are the responsibility of the Contractor, unless noted otherwise.

- 2.) Government fees.
- 3.) Licenses.

L.) Give required notices for operations which may disturb the functions of adjacent facilities.

M.) Comply with codes, ordinances, rules, regulations, orders and other legal requirements of public authorities which bear on the performance of the Work.

N.) Lay out all work and be responsible for all lines, elevations, measurements of the building, utilities and site work executed under the Contract. Verify all measurements before laying out the Work and be responsible for any error resulting from failure to do so.

**BASE BID:**

A.) The Contractor is to furnish and install an ADA compliant Clarion Bathware, Independence line, left hand curb-less shower Model # MPZ6436LBFKD34 or Model # MPZ6436LBFKD34 based on which model works best in this application. Make sure to include all the recommended accessories listed on the company's specification sheet. This will include the following: grab bars, folding bench, mixing valve, hand held shower, curtain rod, curtain, collapsible Threshold kit 2.5a and brass drain.

B.) We are looking to salvage the existing ADA compliant toilet and move it to the opposite side of newly created stall. Existing railings to be reused and moved to new location on the side of relocated toilet and adhere to ADA regulations.

C.) Remove existing stall partitions (on the stall where shower is to be installed) and replace using ASI Global Partitions – Solid Plastic (HDPE) this can viewed on their website (<HTTPS://ASI-GlobalPartitions.com/products/solid-plastic-HDPE/>) the color of the new bathroom stall partitions should match the existing partitions, as closely as possible. NOTE: Reuse old partitions as much as possible.

D.) Factor in floor tiles that will be needed in the newly created shower and restroom stall. Try to match size and color of existing tiles.

**ADD ALTERNATE #1:**

A.) The last sink will have to be modified to bring it up to ADA standards.

**ADD ALTERNATE #2:**

A.) Remove existing bathroom ceiling tiles & replace with similar size ceiling tiles (if possible use existing metal support track). Dura Clean has smooth, white, water proof ceiling tiles (model # 459 or 1101). The Town will consider a comparable product.

B.) Lighting will have to be added in the newly created stall, and two other lighting panels in center of room. We are specifying Commercial LED, Model # CLP7-2x2-BLS-50WD-35/40/50 KDN, 50W power, 5000k or equivalent option.

C.) Additional ceiling exhaust fan will need to be added in the new stall to remove moisture from shower use. We are specifying GREENHECK ceiling exhaust fans Model # SP-A or equivalent.

**ADD ALTERNATE #3:**

A.) All the walls will be repainted using Sherwin Williams SW 9165 Gossamer Veil color.



## REQUIREMENTS:

1. There will be a **non-mandatory but highly recommended Pre-Proposal Site Visit and Meeting** held on **Thursday, February 1, 2024 at 10:00AM** at the Smithfield Senior Center, 1 William J. Hawkins Jr. Trail, Smithfield, RI 02828.
2. No allowance shall subsequently be made on behalf of the successful responder by reason of any error or neglect on his or her part.
3. Responders must guarantee that the services can be provided to the Smithfield Senior Center within the time specified in the proposal form.
4. Services which do not, in the opinion of the Town, meet the specified requirements will not be accepted.

5. Inquiries:

Inquiries concerning clarification on any portion of this RFP should be made to:

Carlos Santos  
Purchasing Agent  
Smithfield Town Hall  
64 Farnum Pike  
Smithfield, RI 02917  
[csantos@smithfieldri.gov](mailto:csantos@smithfieldri.gov)

6. Cost Proposal to include the following:

- i. The cost proposal should include the following information:
  - a. The responder shall submit Attachment "A" filled out completely.
  - b. The cost proposal should contain all pricing information relative to performing the services as described in this specification.
  - c. The pricing shall remain for the duration of the contract.
- ii. A brief general statement describing your agency and its ability to provide the indicated services, including the total number of staff, support and professional employees.
- iii. Background information regarding the specific individuals who will be responsible for running this project from your agency.
- iv. List at least three (3) references of other clients that are non-profit organizations, include the name and telephone number of a person to contact.
- v. List any prior services or products supplied to the Town of Smithfield.

7. Evaluation Criteria:

- i. The Town will review and evaluate each submitted proposal in accordance with the requirements of this RFP. The evaluation will include weighted criteria detailed below.

If further information is desired, vendors may be requested to make additional written submissions or oral presentations to the Town.

ii. Proposal will be evaluated on the following:

		<b>Score</b>
1.	Company Information and Years in Business	20
2.	Required documents stated in RFP	20
3.	Experience and References	20
4.	Business located in Smithfield	5
5.	Pricing	35
	<b>Grand Total</b>	<b>100</b>

**8. No vendor questions will be accepted after Thursday, February 8, 2024 @ 4:00pm.**

**FINAL SELECTION:**

- i. The Smithfield Town Council will take final action as to whether to go forward with the project and select a firm after taking into account the recommendation submitted by the evaluation committee. Following the notification of the firm selected, it is expected a contract will be executed by the parties.
- ii. A firm’s submission of a proposal indicates acceptance of all the conditions contained in this RFP unless clearly and specifically noted in the proposal submitted.

**TIMELINE:**

Request for Proposals Issued	January 24, 2024 at 4:00 pm
Pre-Proposal Site Visit & Meeting (Mandatory)	February 1, 2024 at 10:00 am
Deadline for questions from vendors	February 8, 2024 at 4:00 pm
Proposal Due Date and Opening	February 13, 2024 at 10:00 am
Evaluation Committee Recommendation	February 14, 2024
Town Council Meeting (Approval Vote)	February 20, 2024
Anticipated project completion date	May 15, 2024

# ATTACHMENT A

## TOWN OF SMITHFIELD



### COST PROPOSAL FORM

Agrees to respond on: Item Description: **Smithfield Senior Center – Ladies Lavatory Renovations**  
 Date and Time to be **OPENED: Tuesday, February 13, 2024 at 10:00 AM**

<b>VENDOR NAME:</b>	
<b>VENDOR ADDRESS:</b>	
<b>CITY, STATE, ZIP:</b>	
<b>Soc. Sec. # or Fed. ID #</b>	

**BID: Smithfield Senior Center - Ladies Lavatory Renovations (Includes all Material, Labor and Equipment):**

**BASE BID:**

\$ \_\_\_\_\_  
 (Dollar Amount in numerals)

\$ \_\_\_\_\_  
 (Dollar Amount in words)

**ADD ALTERNATE #1:**

\$ \_\_\_\_\_  
 (Dollar Amount in numerals)

\$ \_\_\_\_\_  
 (Dollar Amount in words)

**ADD ALTERNATE #2:**

\$ \_\_\_\_\_  
 (Dollar Amount in numerals)

\$ \_\_\_\_\_  
 (Dollar Amount in words)

**ADD ALTERNATE #3:**

\$ \_\_\_\_\_  
 (Dollar Amount in numerals)

\$ \_\_\_\_\_  
 (Dollar Amount in words)

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

CONTACT PERSON NAME \_\_\_\_\_ TITLE \_\_\_\_\_

\_\_\_\_\_  
 CONTACT PERSON SIGNATURE

**[DEPARTMENT NAME]**  
**SFY 2023 RHODE ISLAND DESIGNATED GRANT -- BUDGET SUMMARY**

NAME OF RECIPIENT ENTITY: Town of Smithfield/Senior Center

ADDRESS: 84 Famum Pike

CITY/TOWN: Smithfield

PHONE NUMBER: 401-949-4590 FAX: 401-949-4593

NAME OF PREPARER: Karen Armstrong

PERIOD OF PERFORMANCE: BEGIN DATE July 1, 2023 END DATE: June 30, 2024

DESIGNATED GRANT TITLE: Bathroom Renovations

STATE OF RHODE ISLAND DESIGNATED GRANT AWARD AMOUNT: 30601.00

**BUDGET SUMMARY**

COST CATEGORY	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT	OTHER FUNDS <sup>1</sup>
1. PERSONNEL			
2. CONSULTANT AND SUB CONTRACT SERVICES			
3. TRAVEL			
4. SPACE			
5. SUPPLIES			
6. EQUIPMENT	\$33,000	\$30,601	\$2,399
7. OTHER COSTS*			
<small>*prior approval by agency required</small>			
<b>TOTAL FUNDS:</b>	<b>\$33,000</b>	<b>\$30,601</b>	<b>\$2,399</b>

**OTHER FUNDS DETAIL**

<sup>1</sup> List all sources of other funds supporting the project such as federal funds, foundation grants, donations, income generated through the program (sales of goods or products), etc.

SOURCE	AMOUNT
Source 1	
Source 2	
Source 3	
Source 4	
Source 5	
<b>TOTAL</b>	<b>0</b>

[DEPARTMENT NAME]

**RHODE ISLAND DESIGNATED GRANT BUDGET DETAIL FORM – NON-PERSONNEL DETAIL**

CONSULTANTS & SUB CONTRACT SERVICES	TYPE, NAME, HOURLY RATE, NUMBER OF HOURS, ETC	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS	
	CATEGORY TOTAL→	\$0	\$0	\$0	
		Enter on Page 1, Column I, Line 2	Enter on Page 1, Column J, Line 2	Enter on Page 1, Column K, Line 2	
TRAVEL	PURPOSE, RATE, NUMBER OF MILES, ETC	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS	
	CATEGORY TOTAL→	\$0	\$0	\$0	
		Enter on Page 1, Column I, Line 3 on Budget Summary Form	Enter on Page 1, Column J, Line 3 on Budget Summary Form	Enter on Page 1, Column K, Line 3 on Budget Summary Form	
SPACE	DESCRIPTION	COST PER MONTH	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS
	CATEGORY TOTAL→	\$0	\$0	\$0	\$0
		Enter on Page 1, Column I, Line 4 on Budget Summary Form	Enter on Page 1, Column J, Line 4 on Budget Summary Form	Enter on Page 1, Column K, Line 4 on Budget Summary Form	
SUPPLIES	DESCRIPTION	COST PER MONTH	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS
	CATEGORY TOTAL→	\$0	\$0	\$0	\$0
		Enter on Page 1, Column I, Line 5	Enter on Page 1, Column J, Line 5	Enter on Page 1, Column K, Line 5	
EQUIPMENT	PURCHASE, LEASE, RENTAL	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS	
	purchase and install a shower unit in the senior center	\$33,000	\$30,601	\$2,399	
	CATEGORY TOTAL→	\$33,000	\$30,601	\$2,399	
		Enter on Page 1, Column I, Line 6 on Budget Summary Form	Enter on Page 1, Column J, Line 6 on Budget Summary Form	Enter on Page 1, Column K, Line 6 on Budget Summary Form	
OTHER COSTS	DESCRIPTION	COST PER MONTH	TOTAL PROJECT COST	RHODE ISLAND DESIGNATED GRANT FUNDS	OTHER FUNDS
	CATEGORY TOTAL→	\$0	\$0	\$0	
		Enter on Page 1, Column I, Line 7 on Budget Summary Form	Enter on Page 1, Column J, Line 7 on Budget Summary Form	Enter on Page 1, Column K, Line 7 on Budget Summary Form	