

SPECIAL MEETING NORTH SMITHFIELD TOWN COUNCIL

SEPTEMBER 6, 2011

KENDALL-DEAN SCHOOL AUDITORIUM

7:00 P.M.

The meeting began at 7:00 P.M. with the prayer and the pledge to the flag. Council members present were Ms. Alves, Mrs. Charest, Mr. McGee and Mr. Yazbak. Mr. Zwolenski was unable to attend. Town Administrator Hamilton was not present and Town Solicitor Nadeau was ill and did not attend.

POLICE DEPARTMENT PROMOTIONS

Chief Steven Reynolds recognized the following individuals: Bradley Aubin promoted to Captain; William Merchant and Glenn Lamoureux promoted to Lieutenant; Jared Salinaro and Mark Bergeron promoted to Sergeant; and Russell Ridge promoted to Detective. Also as of August 1st Officer Jay Rainville joined the department. Chief Reynolds presented a plaque to Russell Amato who recently retired from the department.

SEPTEMBER 11TH MEMORIAL

In 2008 the suggestion was made to name the park across from the Slatersville Plaza the 9/11 Memorial Park in Memory of Amy Jarret, who had been a flight attendant on one of the planes that crashed into the World Trade Center towers. Former Town Administrator and Council member Linda Thibault formed a committee with Alicia Curran, Amy's sister, Architect John O'Hearne and sculptor Bill

Culbertson in the hope of creating a memorial at no cost to the town. Although the hope was to have it done by the tenth anniversary, personal events and the down economy prevented that from happening.

Mrs. Thibault noted that the town needs to obtain permission from the state to have the memorial located at the site and she also wants to establish a non-profit account to accept donations.

Mr. Culbertson explained that the existing war memorials in the area would be relocated within the park, the area would be landscaped and there would be additional parking provided. Five existing elm trees would become part of the memorial.

EXTRAORDINARY LITIGATION INVOICES

MOTION by Mrs. Charest, seconded by Ms. Alves, and voted 4 to 0 on an aye vote to approve payment of Invoice #13096 to Nadeau & Simmons for Narragansett Improvement in the amount of \$1,290.00 and Invoice #13097 to Nadeau & Simmons for the Planning Board in the amount of \$75.00 for a total of \$1,365.00.

INVOICE FOR SERVICE TO MULTI-JURISDICTIONAL MOBILE COMMAND UNIT

MOTION by Mrs. Charest, seconded by Ms. Alves, and voted 4 to 0 on an aye vote to approve payment in the amount of \$197.20, payable to the Burrillville Police Department, for North Smithfield's share of the

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cost of repairs for the multi-jurisdictional mobile command unit. Funding is to come from Account #4194-563 (Emergency Truck Repair) out of the Contingency fund's portion of the budget.

ABATEMENT OF SEWER ASSESSMENT AND SEWER USE FEES FOR HALLIWELL SCHOOL

MOTION by Mrs. Charest, seconded by Mr. McGee, and voted 4 to 0 on an aye vote to table this discussion to the September 19th meeting.

IT PROCESS FOR TOWN COMPUTERS

Mrs. Charest noted there was nothing new to report at this time.

MUNICIPAL ANNEX/POLICE STATION FIRE CODE APPEAL

Mr. McGee attended a meeting where there was a discussion about hiring an expert to determine what can be done, if anything, with the custody issue in the police station.

MOTION by Mr. Yazbak, seconded by Mrs. Charest, and voted 4 to 0 on a roll call vote to allocate an amount up to \$1,750.00 to have this research done by an expert on the fire code.

EMPLOYEE ASSISTANCE PROGRAM

Ms. Eileen Rafferty, Director of Account Services for RIEAS, was

present. She asked the Council to consider continuing the EAP program that is already in place for the town. This program assists individual employees with any personal concerns.

MOTION by Mrs. Charest, seconded by Ms. Alves, and voted unanimously on an aye vote to approve Rhode Island Employee Assistance Service to take over the town's employee assistance program at a pro-rated cost of \$1,359.42 to cover the period from September 1, 2011 to June 30, 2012.

MOTION by Mrs. Charest, seconded by Ms. Alves, and voted unanimously on an aye vote to authorize the Town Administrator to sign the agreement and contract.

APPOINTMENT TO ECONOMIC DEVELOPMENT COMMISSION

MOTION by Mrs. Charest, seconded by Mr. McGee, and voted unanimously on an aye vote to approve Ms. Hamilton's appointment of Craig Schmidt to the Economic Development Commission. This is a five-year term that expires December 1, 2013.

1ST READING ORDINANCE AMENDMENT RE: SALARIES AND WAGES

Finance Director Brian Silvia stated he had changed the Administrative Assistant to the Administrator position from an hourly rate to an annual salary.

This constituted the first reading but Mr. Yazbak asked for the hourly rate for the position for the second reading because he was uncomfortable with a salary for that position.

The second reading will be held on September 19, 2011.

AWARD OF BID FOR CAPITAL LEASE CONTRACT

Mr. Silvia explained the Town of North Smithfield went out to bid for master equipment lease purchase financing. The selected vendor came in with an annual interest rate of 1.98% over the five-year term and an annual debt payment (principal & interest) of \$57,294.52. The overall interest to be paid over the five-year term is \$16,247.60, in addition to the financed amount of \$270,000.00, bringing the total cost over the five-year term to \$286,247.60. Funding for this contract will begin in fiscal year 2013 and continue to fiscal year 2017. A portion of the overall debt payment of \$57,249.52 will be funded from a reserve account established for all funds received related to police details. These funds will cover the portion of the total debt service related to the purchase of new police fleet vehicles which amounts to \$95,686.15 or \$19,137.03 annually. The balance of the annual debt service (\$38,112.49) will be funded out of a new debt principal and interest account numbers.

MOTION by Mr. Yazbak, seconded by Mrs. Charest, and voted 4 to 0 on an aye vote that Sovereign/Santander Bank be the vendor for this particular lease/purchase at an interest rate of 1.98% for five years,

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With an annual repayment of \$57,249.52 and the funding will be determined by the Finance Director as part of the annual budget.

MOTION by Mr. Yazbak, seconded by Mrs. Charest, and voted 4 to 0 on an aye vote that the Town Administrator be authorized to enter into the contract for that funding.

UNION VILLAGE HISTORIC DISTRICT MAP

Mr. Jeffrey Harris, Chairman of the Historic District Commission, explained that his board was attempting to notify residents in the town's historic districts about the board's actions in terms of their comprehensive review of the Historic District Commission. They would like to establish formal rules and regulations in an attempt to be more open and transparent. However, the map for the Union Village Historic District is very vague and confusing as to who actually is in the district. They would like to actively delineate properties in the district in their entirety. Mr. Harris was looking for direction from the Council as to how to proceed.

Ms. Alves questioned if the district could be narrowed to an area from Homestead Avenue to Westwood Road since that appears to be where most of the historic homes are located.

Mr. Yazbak suggested having a meeting that would include a Council

representative, Mr. Harris, the Town Planner and the Town Solicitor and then reporting back to the full Council.

FISCAL YEAR 2012/2013 BUDGET

Mr. Silvia said the fiscal year 2013 budget process was starting up already. He will be looking to use the town's financial system this year as opposed to Excel and he would like to change how utilities are budgeted.

As far as utility expenses, Mr. Yazbak knew that the School Department divided them up by building. He thought it was a difficult task to divide the Annex building by department. Mr. Yazbak suggested speaking to Budget Committee members for some assistance.

VOLUNTEER OPPORTUNITIES IN NORTH SMITHFIELD

Mr. Yazbak stated he heard from three residents in the last month who had called Town Hall to offer to volunteer for something and were politely turned away. He would like to identify any areas where some assistance could be utilized. Mr. Yazbak asked Mr. Silvia if he could broach the subject with Ms. Hamilton.

MOTION by Mrs. Charest, seconded by Ms. Alves, and voted unanimously on an aye vote to adjourn at approximately 9:00 P.M.

Respectfully submitted,

Respectfully submitted,

Karen Bernardino, Finance Clerk

Debra A. Todd, Town Clerk