

REGULAR MEETING NORTH SMITHFIELD TOWN COUNCIL

AUGUST 17, 2015

KENDALL-DEAN SCHOOL AUDITORIUM

6:45 P.M.

OPEN FORUM

No one spoke.

REGULAR MEETING

The meeting began at 7:00 P.M. with the prayer and the pledge to the flag. Council members present were Ms. Alves, Mrs. Nadeau, Mr. Soly, Mr. Zwolenski and Mr. Boucher. Also in attendance were Town Administrator Hamilton and Town Solicitor Igliazzi.

OUTDOOR SOUND SYSTEM PERMIT - Knights of Columbus

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to approve an outdoor sound permit to the Knights of Columbus for a scholarship fundraiser. This will be held at the North Smithfield Middle School on Sunday, August 30, 2015 from 10:00 A.M. to 2:00 P.M.

AWARD OF BID - ROAD MATERIALS

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on a roll call vote to award the following road materials to Material Sand & Stone Corporation:

Washed Sand \$14.47 per ton

Processed Gravel \$11.22 per ton
Loam/Regular \$15.97 per cubic yard
Screened \$17.22 per cubic yard
Crushed Stone 3/8” \$14.22 per ton
Crushed Stone 3/4” \$13.97 per ton
Crushed Stone 1 1/2” \$13.97 per ton
Gravel Bank Run \$10.95 per ton
Stone Dust \$13.22 per ton

AWARD OF BID - DUMP TRUCK WITH PLOW AND SANDER (DPW)

MOTION by Mr. Zwolenski, seconded by Mr. Soly, and voted unanimously on a roll call vote to award the bid for a 6 Wheel dump truck with plow and sander for the highway department to Peterbilt of Rhode

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Island in the amount of \$170,900.00. Funding will come from Town Capital Outlays line item number 1-001-4814-101.

AWARD OF BID - POLICE K-9 SUV

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to award the bid for a 2016 Ford Interceptor SUV to MHQ Municipal Vehicles for the amount of \$36,430.00. Funding is available from the Cruiser Fee Fund line item number L-001-2208-008-1408-1001.

AWARD OF BID - POLICE DEPARTMENT ATV

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on a roll call vote to award the bid for a 2015 4-Wheeler Polaris Sportsman ETX to MHQ Municipal Vehicles for the amount of \$5,795.00 based upon the recommendation of Officer Eugene Cabral. Funding is from Town Capital Outlays line item number 1-001-4814-101.

AWARD OF BID - SALT SHED (DPW)

Public Works Director Raymond Pendergast explained this is for construction of a new shed and the town will have to go out to bid for demolition.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to award the bid to Calson Corporation in the amount of \$142,600.00. Funding will come from Town Capital Outlays line item number 1-001-4814-101.

REPAIRS TO PUBLIC WORKS FACILITY GARAGE ROOF

MOTION by Mr. Zwolenski, seconded by Mr. Soly, and voted unanimously on a roll call vote to approve repairs to the roof in the area where the mechanics work to Mike Gorman Roofing, Inc. for the amount of \$9,000.00. Funding will come from the Contingency Account.

LIGHTING UPGRADES AT DEPARTMENT OF PUBLIC WORKS

MOTION by Mr. Zwolenski, seconded by Mr. Soly, and voted unanimously on an aye vote to move this item up next on the agenda.

After a review had been done by RISE, it was determined that the cost to replace all lighting at the Department of Public Works would be \$31,852.00. There is a \$7,500.00 grant received last year and there is another \$4,110 rebate from National Grid for changing to energy efficient lighting. That leaves a balance of \$20,242.00. Annual savings would be approximately \$3,500.00.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to approve the proposal for lighting upgrades at the Department of Public Works in the amount of \$21,000.00.

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on a roll call vote to authorize the Town Administrator to sign off on the \$7,500.00 monies received from Energy Champion and to sign the contract.

TAX ABATEMENTS

MOTION by Mr. Zwolenski and seconded by Mrs. Nadeau to continue the abatements to the next meeting in order to get a running total.

Following discussion, the motion and second were withdrawn.

Ms. Alves and Mr. Zwolenski requested a little more detail on some of the vouchers.

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on a roll call vote to approve the vouchers for August 3, 2015 (credit of \$2,627.34 and debit of \$200.11) and August 17, 2015 (credit of \$6,262.43 and debit of \$4,670.29) based upon assurances of the Town Administrator and the Finance Director.

POLICE/TOWN IT SERVICES

Finance Director Jason Parmelee explained that Assistant Finance Director Tracey Keegan has left the employ of the town and she took care of all the IT issues in the town although that was not her

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designated job. When the budget was prepared for 2015/2016, it was based on her still performing those duties. Now that she is not here there is no one to take over those duties. Right now Mr. Parmelee has to contact our outside contractor at a cost of \$95.00 per hour. It appears that if the town remains with its current vendors, the cost can be absorbed in this year's budget; however, if he has to go out for proposals for IT purposes, it could be much more expensive.

Ms. Hamilton stated she was trying to retain existing people to get through the next few months and possibly look to consolidate with

the school department next year.

Mrs. Nadeau prefers to outsource the IT services.

Discussion followed about the staffing needs of the finance department.

BANKING SERVICES

Mr. Parmelee has received bid proposals from several banks regarding their services. Right now it has come down to Citizens or Webster Bank that offer the most services with no monthly fees depending on what amount the town would have on deposit. Mr. Parmelee was seeking the Council's input as to whether it would prefer a smaller or larger bank.

Mr. Parmelee expected he could save \$6,000 in annual fees and potentially earn interest income as well.

Mr. Zwolenski asked for some documentation to review.

APPOINTMENT OF MUNICIPAL BUILDING ARCHITECT

Mrs. Nadeau commented that the Public Buildings Improvement Committee wants to go out to bid for the architect but Mrs. Nadeau feels time is of the essence. Studio Meja is already doing the design for the school building and the town would get package pricing if they do the town building as well.

MOTION by Mrs. Nadeau and seconded by Mr. Zwolenski to hire Studio Meja as the architect for the municipal building, to enter into a contract with authorization for the Town Administrator to sign any contracts with Studio Meja, and with design fees not to exceed ten percent of the \$5.2 million budget or redesign fees at no cost to bring within the budget.

Paul Vadenais recommended identifying the scope of work for Studio Meja.

Mr. Parmelee and Mrs. Nadeau both stated that the town may be missing a deadline if things don't start to proceed.

Mrs. Nadeau amended her MOTION to include that preliminary discussions with the architect indicated that his design fees generally fall within the seven percent range and there would be special pricing from the architectural firm because the town is bundling two different projects together. Mr. Zwolenski amended his second.

Mr. Soly was not comfortable with this. The Public Buildings Improvement Committee is appointed by Council and they want to see some vetting of the process but he understands time is a concern.

On a roll call vote the motion passed unanimously.

STAGE II APPLICATION TO RIDE

Mr. Vadenais said that RIDE is waiting for a scope of work to be defined and deficiencies in the application have been identified.

APPOINTMENT TO REDEVELOPMENT AGENCY

There was no appointment.

APPOINTMENT TO SEWER COMMISSION

There was no appointment.

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APPOINTMENT TO PARKS AND RECREATION COMMISSION

There was no appointment.

CONSENT AGENDA

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on an aye vote to remove the payment of bills.

MOTION by Mr. Zwolenski, seconded by Mrs. Nadeau, and voted unanimously on an aye vote to accept the following: 1.) Ad Hoc Ordinance Review Committee minutes for June 25, 2015; 2.) Planning Board minutes for April 16 and June 18, 2015; 3.) Animal Control monthly report for July 2015; 4.) NSF&RS Inc. monthly report for July

2015; 5.) North Smithfield Police Department monthly report for July 2015; 6.) North Smithfield Municipal Court monthly report for July 2015; 7.) Resolution in support of the Quonset Air Museum from the Town of Exeter.

MOTION by Mr. Boucher, seconded by Mr. Zwolenski, and voted unanimously on an aye vote to support the Quonset Air Museum resolution and have the Town Solicitor draft one for the Town of North Smithfield as well.

PAYMENT OF BILLS

Mr. Parmelee concurred with Ms. Alves that \$72.00 should be removed from the bills. This was for payment of custodial fees at the North Smithfield Middle School during a Town Council meeting and Superintendent Lindberg absorbed the cost through the school department budget.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher and Mrs. Nadeau, and voted unanimously on a roll call vote to approve payment of bills for the following amounts: General Fund - \$589,733.42; Sewer - \$24,992.42; Water - \$0; School Department - \$1,553,518.58; and Fire Department - \$214,090.00 for a total of \$2,382,334.46.

1ST READING ORDINANCE AMENDMENT RE: SALARIES AND WAGES

Mr. Parmelee prepared two wage ordinances, one based upon the budget approved by the Council and one based upon the ordinance approved by the Council.

MOTION by Ms. Alves and seconded by Mr. Boucher to adopt as a first reading the budget presented that shows a salary for the Finance Director for FY 15/16 of \$73,406 and FY 14/15 of \$72,500 and the salary for the Tax Assessor for FY 15/16 of \$55,459 and FY 14/15 of \$54,106.

Mrs. Nadeau would like to see the salary for the Finance Director at \$75,608 and for the Tax Assessor at \$55,459.

Ms. Alves agreed that Mr. Parmelee is doing a great job but she finds it difficult to explain such a big increase when he has only been here a short time.

Mrs. Nadeau commented that in Mr. Lombardi's report, he had written that North Smithfield pays its administration less than other towns.

Mr. Zwolenski expressed his appreciation for Mr. Parmelee's work and if he continues to do well, Mr. Zwolenski will definitely support a reasonable wage increase for him in the next budget cycle.

Roll call: Ms. Alves - yes; Mrs. Nadeau - no; Mr. Soly - yes; Mr. Zwolenski - yes; and Mr. Boucher - no. The motion passed 3 to 2.

ZONING ORDINANCE AMENDMENT SECTION 6.13 PARKING AND STORAGE OF CERTAIN VEHICLES

This ordinance had been continued from a prior meeting to a date certain because of advertising requirements; however, the Ad Hoc Ordinance Review Committee is still working on it.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to continue the public hearing to October 5, 2015.

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ZONING ORDINANCE AMENDMENT SECTION 6.14 PARKING, STORAGE OR USE OF MAJOR RECREATIONAL EQUIPMENT

This ordinance also was continued from a prior meeting to a date certain and the Ad Hoc Ordinance Review Committee is still in the process of reviewing it.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to continue the public hearing to October 5, 2015.

ZONING ORDINANCE AMENDMENT SECTION 7.9 USE OF DUMPSTERS

Again this ordinance is still being reviewed by the Ad Hoc Ordinance

Review Committee.

MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to continue the public hearing to October 5, 2015.

ZONING ORDINANCE AMENDMENT SECTION 6.18 SPECIAL FLOOD HAZARD AREAS AND FLOOD FRINGE LANDS

Because the Clerk had failed to post the ordinance, MOTION by Mr. Zwolenski, seconded by Mr. Boucher, and voted unanimously on a roll call vote to continue the public hearing to September 8, 2015.

EXECUTIVE SESSION

There was nothing to report regarding the Interjurisdictional Water and Wastewater Agreements with the City of Woonsocket or Potential Litigation so there was no executive session

MOTION by Mr. Zwolenski, seconded by Mr. Soly, and voted unanimously on a roll call vote to continue these executive session items to September 8, 2015.

MOTION by Mr. Boucher, seconded by Ms. Alves and Mrs. Nadeau, and voted unanimously on an aye vote to adjourn at 9:26 P.M.

Respectfully submitted,

Debra A. Todd, Town Clerk