

**AGENDA**  
**Town Council**  
**Town of East Greenwich**  
**Regular Meeting**  
**August 28, 2017 at 7:00 PM**  
**Swift Community Center, 121 Peirce Street, East Greenwich, RI 02818**

**(Any matter listed on this agenda is subject to a vote by the Town Council.)**

- (1) Call to Order and Pledge of Allegiance to the American Flag
- (2) Acknowledgements
  - (a) William Daly for eight years of service on the Affordable Housing Commission.
  - (b) Hilary Levey Friedman for over one year of service on the Affordable Housing Commission.
- (3) Town Council Minutes
  - (a) June 26, 2017 (Regular and Executive Sessions)
  - (b) July 10, 2017 (Regular/Joint Session with School Committee)
  - (c) July 11, 2017 (Special Session)
  - (d) July 24, 2017 (Regular and Executive Sessions)
  - (e) August 19, 2017 (Special Session)
- (4) Public Hearing
  - (a) FY 2018 Sewer Budget
  - (b) An ordinance to amend the Code of the Town of East Greenwich, Chapter 15 Alcoholic Beverages, Section 15-4 to extend the time employees shall leave the licensed premises after the legal closing hour and to add the requirement for filing a certificate of insurance and maintaining general liability insurance (SECOND READING).
  - (c) Application for a NEW Second Hand Dealer License for 1164 Douglas Ave LLC, 575 Main Street.
- (5) Reports and Communications
  - (a) East Greenwich Drug Program 2016-2017 End of Year Report
- (6) Unfinished Business
  - (a) Discussion regarding claims processing policy
- (7) New Business

- (a) Application for a NEW Victualing License for Boxed Lunch LLC d/b/a Boxed Lunch, 591 Main Street.
  - (b) An ORDINANCE in amendment of the Code of the Town of East Greenwich, Chapter 260 Zoning (as amended) to add Article XX "Solar Photovoltaic Systems", and to amend Section 260-62, Plan Review, Subsection C-3. (FIRST READING AND INTRODUCTION)
- (8) Town Manager's Report
  - (9) Council Comments
  - (10) Public Comments (15 minute time limit)
  - (11) Executive Session
    - (a) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss a claim under RIGL 45-15-5 by Kristen B. Benoit dated July 25, 2017, presented through her legal counsel.
    - (b) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, IAFF Local 3328 and James Perry v. East Greenwich, KC-2017-0898.
    - (c) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, Hancur v. Peixinho, KC-2016-0084, including, but not limited to the ratification of a settlement agreement reached in said matter.
    - (d) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss on going labor relations matters concerning East Greenwich Firefighters Local 3328, IAFF.

Posted August 25, 2017 in accordance with RIGL 42-46-6 at EG Town Hall, EG Library, Swift Community Center, EG Town Website and Secretary of State website. Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk's office at (401) 886-8604 via RI Relay #711 (800-745-5555 TTY) or in writing, at least forty-eight (48) hours in advance of the hearing date

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**William Daly for eight years of service on the Affordable Housing Commission.**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Sherri Dunwoody - 886-8602**

### ATTACHMENTS:

Description	Type
▣ William Daly - EG Affordable Housing Commission	Commendation

State of Rhode Island and Providence Plantations

# Town of East Greenwich

## COMMENDATION

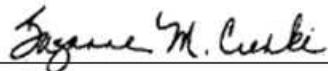
*The East Greenwich Town Council  
wishes to recognize*

***William Daly***

*for serving eight years on the  
East Greenwich Affordable Housing Commission.*

*The Council thanks him for his time  
and service to the town.*

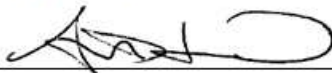
Attest the Seal of the Town Council  
of the Town of East Greenwich  
this 28<sup>th</sup> day of August, A.D. 2017



Suzanne M. Cienki, President



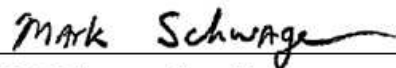
Sean M. Todd, Vice President



Andrew F. Deutsch, Councilor



Nino M. Granatiero, Councilor



Mark Schwager, Councilor



## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Hilary Levey Friedman for over one year of service on the Affordable Housing Commission.**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Sherri Dunwoody - 886-8602**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Hilary Levey Friedman - Affordable Housing Commission	Commendation

State of Rhode Island and Providence Plantations

# Town of East Greenwich

## COMMENDATION

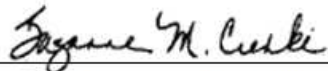
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wishes to recognize*

***Hilary Levey Friedman***

*for serving over 1 year on the  
East Greenwich Affordable Housing Commission.*

*The Council thanks her for her time  
and service to the town.*

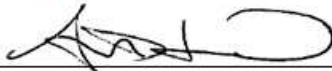
Attest the Seal of the Town Council  
of the Town of East Greenwich  
this 28<sup>th</sup> day of August, A.D. 2017



Suzanne M. Cienki, President



Sean M. Todd, Vice President



Andrew F. Deutsch, Councilor



Nino M. Granatiero, Councilor



Mark Schwager, Councilor

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**June 26, 2017 (Regular and Executive Sessions)**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Minutes	Minutes

**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Regular Meeting**  
**June 26, 2017 at 6:30 PM**  
**Town Hall, 125 Main Street, East Greenwich, RI 02818**

(1) Roll Call

Town Council Present (4/5): S. Cienki, S. Todd, A. Deutsch, M. Schwager, (N. Granatiero - absent)

Town Staff Present: L. Carney, G. Corrigan

(2) Interviews for Boards and Commissions

(a) Kathleen (Katie) Keefe for Planning Board

Ms. Keefe stated that she has spoken with current members on the Planning Board to get a better understanding of logistics, research and the volume of work. She is an Executive Board Member of the East Greenwich Education Foundation as their Secretary. Her background in undergraduate admissions, the recusal process and her interest in volunteering while making an impact at a regulatory level were discussed.

(b) Matthew Leathers for Personnel Board, Planning Board, or Affordable Housing Commission

Mr. Leathers expressed an interest in getting involved in the community but not sure where he would fit best. After discussing how each board operates and the Comprehensive Plan, he felt that the best fit would be either on the Affordable Housing Commission or the Personnel Board.

(3) Roll Call and Pledge of Allegiance to the American Flag

Town Council Present (4/5): S. Cienki, S. Todd, A. Deutsch, M. Schwager, (N. Granatiero - absent)

Town Staff Present: L. Carney, G. Corrigan, D. D'Agostino, S. Brown, S. Cirella, R. McGillivray, L. Bourbonnais, C. Bradley, J. Duarte, D. Bazar

President Cienki called the meeting to order at 7:07pm and led the assembly in the Pledge of Allegiance to the American Flag.

(4) Acknowledgements

(a) Stuart D. Hallagan IV for attaining the rank of Eagle Scout

**Motion to approve made by Mark Schwager, seconded by Andrew Deutsch.**

President Cienki and Councilor Schwager had previously presented the commendation to Stuart at his Court of Honor.

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

(5) Town Council Minutes

- (a) May 15, 2017 Special Session and Joint Session with School Committee
- (b) May 22, 2017 Executive and Regular Sessions
- (c) June 5, 2017 Special Session

**Motion to approve made by Sean Todd, seconded by Andrew Deutsch.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

(6) Reports and Communications

- (a) Public Comment (15-minute time limit for items NOT on the agenda)

David Caldwell, 8 Aurora Road, commented that Councilor Deutsch declined to have a constituent meeting recorded after consulting with counsel. Consultants were hired to run the Town which he stated was a conflict. He asked for greater transparency to understand what is going on in Town and for Council to explain what they can talk about or not and why. He asked for answers to be made in public to the following questions: Was there an interview for the acting Town Manager position and if so how was it conducted and if not, why not? Were there any other candidates for the Town Manager position? If not was it because we know that no one else in the Town's government is qualified to be the Town Manager? What is an acting Town Manager? Is she legally the Town Manager or an informal adviser? Would she be permitted to be a candidate to be the permanent Town Manager? His opinion was that the obvious conflict of interest makes the answer no. President Cienki explained that Council members are limited by statute on what they can or cannot say. Councilor Deutsch defended the intention of his meeting and added that he took advice from a personal attorney. He apologized for not recording the meeting. President Cienki continued about increased transparency, hiring consultants, One Town initiatives and the presentation of a 30/60/90 day plan on July 10.

Elizabeth Wiens, 43 Fifth Street, thanked Councilor Deutsch for hosting the meeting. She provided a general consensus on some issues; specifically that the Town does not need a minimal tax decrease if it means losing services and public employees see an underlying agenda with the hiring of Providence Analytics. President Cienki provided some financial statistics. Ms. Wiens asked why the rush and lack of transparency? President Cienki replied it needed to be fixed before the new fiscal year. Residents do not know why the former Town Manager left or what Ms. Corrigan being paid? She referred to three provisions in the Charter that support a major conflict of interest. She asked that the Town bring in an officer of the Town to serve as Town Manager.

Justine Caldwell, 8 Aurora Road, commented on the conduct of elected officials, defended her husband who spoke earlier and asked that Council treat constituents with more respect.

Jon Polis, 43 Fifth Street, commented on the fiscal health of the Town and asked what the current surpluses were and how they relate to State laws. President Cienki explained that by law, the schools are not required to have a surplus but they currently do have a \$3.9 million dollar fund balance. The Town is required to maintain between 11-14% fund balance per bond counsel which helps keep bond ratings low. The Town has a \$7 million dollar fund balance.

Mark Chace, former resident of 694 Main Street, is a regional manager for a solar company named Sun Run who has a partnership with National Grid. They are singularly offering a free federally and state funded solar program and have filed for permission to begin soliciting around Town. He spoke

briefly on some incentives and noted he is working with Mayor Fung and the Governor's office.

Caryn Corenthall, 5 Brookfield Court, thanked Councilor Deutsch for holding the meeting. She commented that people are angry and upset based on the Council's lack of honesty and openness. President Cienki referred back to some financial statistics and budget timelines. Pensions were discussed. She asked Council to look at the State of Kansas.

Gene Quinn, a 41-year resident and math professor, disputed the statements made in the Town mailer claiming that the numbers are not factual specifically related to demographics and median calculations. He questioned the validity of the annual report figures for net change on the Town's website. Councilor Deutsch offered to have him sit with Finance to review the numbers.

(7) Public Hearing

- (a) An ORDINANCE in amendment of the Code of the Town of East Greenwich to ADD a new Chapter entitled "Fire Department" (SECOND READING).

Item was tabled

(8) Consent Calendar

- (a) Application for Laundry License Renewals 2017/2018

**Motion to approve made by Sean Todd, seconded by Andrew Deutsch.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

- (b) Application for Holiday Sales License Renewals 2017/2018

**Motion to approve made by Sean Todd, seconded by Andrew Deutsch.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

- (c) Award of bid to Specialty Diving Services, Inc., 192 Smith Street, North Kingstown, RI 02852 for the installation of 4 piles at the old town dock in the amount of \$27,774.00.

**Motion to award the bid to Specialty Diving Services made by Sean Todd, seconded by Mark Schwager.**

Ms. Bradley and Mr. Duarte were applauded for securing a grant for this project.

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

- (d) Award of bid to Access Associates Inc., 470 Coral Creek Drive, Cape Haze, FL 33946 for the purchase of an ADA Compliant Kayak Dock in the amount of \$34,617.00.

**Motion to approve subject to CRMC approval made by Sean Todd, seconded by Andrew**

## **Deutsch.**

Ms. Bradley recommended that the bid award is subject to CRMC approval in July. The dock will be handicap accessible. The material is aluminum and will be removed in the winter.

**Ayes: Cienki, Deutsch, Schwager, Todd**

## **Motion Carried**

(9) Unfinished Business

None

(10) New Business

- (a) Resolution opposing House Bill 6172, An Act Relating to Agriculture and Forestry - Right to Farm.

## **Motion to approve made by Sean Todd, seconded by Andrew Deutsch.**

President Cienki sent a letter in opposition to the bill after speaking with the Town's Planner. She asked for Council's approval to send the resolution to the General Assembly. The legislation preempts local zoning and land use decision making related to local farms.

**Ayes: Cienki, Deutsch, Schwager, Todd**

## **Motion Carried**

- (b) Municipal Court Restructuring

Ms. Corrigan explained that in order to be in compliance with the DMV, the Town must purchase and install new software by July 1st. She disseminated a handout showing an estimated deficit for FY 2018 and noted other costs still need to be considered. Compliance was discussed with the Town's Building Official, Wayne Pimental, who expected that moving housing violations to district court could increase compliance. The proposal was to move traffic violations to the Rhode Island Traffic Tribunal and housing violations to district court effective August 1, 2017. Overtime for police should not be effected. Waiving the cost of the software is not an option. Probate Court is a municipal requirement. Discussion continued on the full-time employee's costs and work load, zoning compliance and statistics on pending violations, lack of revenue and the feasibility of keeping the court for a narrow scope of cases.

The Honorable David Bazar, 43 Cindy Ann Drive and Judge of the Municipal Court, disputed the loss of revenue and the residency of violators as previously presented. He explained the process of pretrial settlements and how it could impact costs if court is dissolved. He advocated that it is a valuable service to the Town.

President Cienki asked Judge Bazar to consider a proposal to move traffic violations to the traffic tribunal and keeping other municipal violations in Town. After reviewing the cost of the software, he argued that removing traffic would result in a loss of income. Fees were discussed.

Kelly McDonald, Municipal Court Clerk, clarified that she does currently carry Town health insurance but will not be effective July 1.

Discussion continued on reviewing revenues and expenditures and the Safe Driver Initiative that benefits young East Greenwich drivers.

Robert Vespia commented that the effort is ridiculous.

Mike Zarrella, an attorney of 40 River Farm Drive, commented that the Town will spend much more money if court is removed and hurt the Town's residents. He begged Council to maintain local control for the good of the people.

It was decided that more of a cost benefit analysis is needed and Ms. Schmidle suggested suspending court sessions for July which would allow the software to be installed while the DMV is going through a phase in process. Judge Bazar asked to keep the July 6th session as tickets were already written.

(c) Discussion for search process for Town Manager

President Cienki noted that there will be a search for a new Town Manager and a search process will be developed. She consulted with former Town Council President Isaacs who was involved in the search four years ago.

Councilor Deutsch favored involving residents in the process and emphasized taking the time to do a thorough search with concerted effort.

President Cienki will forward more information to Council and have information on the search process posted on the website for feedback from residents.

Councilor Schwager asked if using some of the Town's existing resources such as the Personnel Board and Human Resources would be beneficial. President Cienki replied that she will indeed reach out to members of the Personnel Board and Human Resources and report back to Council.

Councilor Deutsch asked about the time line. President Cienki replied that one will be created once more information is put forth.

Councilor Schwager noted that the Charter does not provide any provision for an Acting Town Manager and asked for clarification on the Town's current status and relationship with Ms. Corrigan. President Cienki deferred to Solicitor D'Agostino who added that depending on the nature of the discussion, the matter could be held in either open or closed sessions at a future time. Councilor Schwager stated that the item could be added to the agenda tonight for discussion purposes only if the Council wanted to.

President Cienki commented that it will be added to the next agenda when Councilor Granatiero is present.

- (d) Award of municipal Audit Services contract, based on updated responses received after solicitation of service providers was amended following meeting with RI Auditor General.

**Motion to approve the award of bid to Baxter, Dansereau and Associates as the Town's auditor for the next three years made by Sean Todd, seconded by Andrew Deutsch.**

Ms. Corrigan explained the results of the bid opening which are based on a points rating system for price, audit approach and overall. Bids were received from Baxter, Dansereau and Associates, Citrin Cooperman, Blum Shapiro and Marcum Accountants. She recommended awarding the bid to Baxter,



Dansereau and Associates in the amount of \$179,105 which is subject to approval by the Auditor General. The results were reviewed by Ms. Corrigan and Ms. Dykeman based on an algorithm contained within the RFP.

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

- (e) Implementation of One Town initiative and ratification of waiver of Fire Marshal plan review fee(s) and waiver of police/fire detail assignment fees for East Greenwich School Department.

**Motion to approve ratification of initiation and waiver made by Sean Todd, seconded by Andrew Deutsch.**

The Town will no longer be charging the School Department for police and fire details or plan review fees.

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

(11) Town Manager's Report

Ms. Corrigan thanked the Department Heads for their support and warm welcome. She will be working on the 30/60/90 day plan.

(12) Council Comments

Councilor Deutsch commented on the separation of the former Town Manager and explained his vote was a tough decision.

Councilor Schwager stated that the Cole Middle School baseball team is now State Champions. He commented on some concerns received from constituents such as the comparison to Central Falls. He recognized past and present budget challenges and how declaring a financial emergency compromises fair and open government. He was concerned that an abbreviated budget review of both internal and external sources puts the Town's most valuable assets at risk. The most valuable he stated is the sense of community. He asked Council to inspire by example and to provide residents with open, responsive and fair government.

VP Todd commented respectfully about the former Town Manager. He spoke highly about Ms. Corrigan's initiatives going forward. He is still working through valet issues.

President Cienki commented on managing change, increasing transparency and the emerging structural deficit.

(13) Public Comments (15 minute time limit)

Robert Vespia, Shippeetown Road, commented on reasons for tax levy increases such as voter approval of large projects and requested more details on why increases happen. He asked if Ms. Corrigan or Providence Analytics was hired to which President Cienki replied Ms. Corrigan was hired. He asked that her compensation be revealed during open session.

Dave Caldwell, 8 Aurora Road, asked who is legally the Town Manager based on the Town's charter

to which President Cienki replied Gayle Corrigan.

Chris Suellentrop, 55 Princess Pine, commented that there has been a reduced level of services for his children in school now despite what has been presented. President Cienki offered to talk to the School Committee Chair.

Mary Ward, 40 Cavalier Drive, commented on expanding the criteria for Town Manager and thinking outside the box for revenues.

(14) Executive Session

- (a) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss updates on Pawtucket Credit Union, et al. v. Town of East Greenwich, KC-2017-0084.
- (b) Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss legal implications related to municipal collective bargaining agreement obligations and common-law/statutory obligations of the Town.

**Motion to go into Executive Session per RIGL 42-46-5 (a) (2) for sessions pertaining to collective bargaining or litigation made by Andrew Deutsch, seconded by Mark Schwager.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

**Motion to return to Open Session and seal the Executive Session minutes made by Sean Todd, seconded by Andrew Deutsch.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

**Motion to adjourn made by Sean Todd, seconded by Andrew Deutsch.**

**Ayes: Cienki, Deutsch, Schwager, Todd**

**Motion Carried**

Submitted By:  
Leigh A. Carney, CMC  
Town Clerk

Approved By Town Council

Pending

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**July 10, 2017 (Regular/Joint Session with School Committee)**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Minutes	Minutes

**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Regular Meeting**  
**July 10, 2017 at 7:00 PM**  
**Town Hall, 125 Main Street, East Greenwich, RI 02818**

(1) Call to Order and Pledge of Allegiance to the American Flag

Town Council Present (5/5): S. Cienki, S. Todd, A. Deutsch, N. Granatiero, M. Schwager

School Committee Present (6/7): M. Winters, M. Plain, J. Dronzek, M. Fain, Y. Sun, L. McEwen,  
(C.Mark - absent)

Town Staff Present: G. Corrigan, D. D'Agostino, L. Dykeman, D. Potter, J. Duarte, W. Schmidle,  
C. Bradley, E. McAndrew, S. Brown, R. McGillivray, M. Antunes

President Cienki called the meeting to order and led the assembly in the Pledge of Allegiance to the American Flag.

(2) Acknowledgements

(a) Stephen Brusini for serving six years on the Planning Board

(b) Rob Hamlin for serving eight years on the Board of Assessment Review.

(c) Barbara Brusini for serving over four years on the Cove Management Commission

Rob Hamlin was congratulated by Council.

Stephen and Barbara Brusini were not in attendance.

**Motion to approve**

**Sean Todd/Andrew Deutsch/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd**

(3) Reports and Communications

(a) Public Comment (15-minute time limit for items NOT on the agenda)

Caryn Corenthal, 5 Brookfield Court, commented that it seemed like Council is operating on the premise of asking for forgiveness rather than asking for permission but was pleased a joint meeting was being conducted. She felt the decisions about Municipal Court were negligent and lacked due diligence. Regarding valet parking, she advocated for Frank & John's to have a dedicated spot and suggested that although valet is a good service, they should only be allowed in Town if they have their own lot. VP Todd added a meeting is taking place next week to try to resolve issues with valet parking.

William Higgins commented that several items Ms. Corrigan was quoted as saying would be on the

agenda are not; specifically related to the three newly created positions and the search process for seeking and hiring a new Town Manager. He questioned why votes that were taken in Executive Session on June 26th (as reported in the Providence Journal, June 30th) pertaining to current and potentially future employees were not disclosed and why proper notice was not given to those employees. Also, the hiring of Ms. Dykeman as the Finance Director to both the Town and the Schools which violates Section C-18 of the Town Charter. He made specific references to the Personnel section of the Town's Charter regarding hiring, firing and adding or amending positions which he stated were not adhered to. He asked if the Personnel Board was consulted on the matters of firing and hiring as required by Charter and if not, why. Furthermore, he made reference to a quote by Ms. Corrigan about not needing an assistant to answer phones or do typing and that the Chief of Staff position was of a broader position. He thought it proper that Ms. Corrigan should apologize to Ms. Aveyard for that demeaning characterization.

President Cienki deferred to Solicitor D'Agostino who tried to address the issues raised but was interrupted by loud audience demands to move the meeting to a larger venue since the Council Chambers was filled to capacity with many in the hallways. President Cienki stated the meeting could not be moved because it was not posted that way.

Roberta Anderson, 32 Atherton Road, commented that as an older resident she is very upset by the ways things have transpired in Town. She was concerned about a possible conflict of interest with Ms. Corrigan being paid as an outside consultant and now being hired as the Town Manager. She asked that the Financial Town Meeting is added to a referendum.

Solicitor D'Agostino explained that matters related to a particular person are not appropriate for discussion during the public comment portion of an open meeting. He acknowledged the capacity and safety issues and noted the meeting could continue with respectful discourse. Council is not required by law to allow public comments, only observation of public bodies doing business.

President Cienki suggested clearing the chambers and allowing for re-entry of residents until capacity was met. She was met with loud audience demands to move the meeting.

## **Motion to adjourn**

### **Sean Todd/Andrew Deutsch/Motion**

**Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd**

#### **(4) Public Hearing**

- (a) An ORDINANCE in amendment of the Code of the Town of East Greenwich to ADD a new Chapter entitled "Fire Department" (SECOND READING).

#### **(5) Consent Calendar**

- (a) Release of Fry Brook Condominium Project Performance Bond

#### **(6) Unfinished Business**

- (a) Municipal Court Restructuring

- (b) Discussion for search process for Town Manager

(7) New Business

- (a) Application for a NEW Virtualing License for Guruhari LLC. d/b/a Sunny Hill Convenience Store, 1002 Main Street (formerly Sunnybrook Farms).
- (b) Joint meeting of the East Greenwich Town Council and East Greenwich School Committee to review Town Consolidation proposal and One Town.
- (c) Ratification of Memorandum of Agreement between the Town Council and School Committee to further and implement One Town Plan.
- (d) Council authorization to allow Main Street Association of East Greenwich to use Town properties for an outdoor movie screening on August 12 (rain date of August 13), to include coverage under the Town's insurance policy. Discussion and request for Council to waive overtime fees, building rental fees and insurance requirements for the Main Street Association's Outdoor Movie.
- (e) Discussion and request for Council to waive overtime, detail costs and miscellaneous Town fees (i.e. liquor license, amplified music permit, etc.) for Summer's End.
- (f) Discussion and request for Council to waive the insurance requirement for the Farmer's Market and to authorize use of Town property for said Farmer's Market.

(8) JOINT MEETING WITH EAST GREENWICH SCHOOL COMMITTEE

(9) Town Manager's Report

(10) Council Comments

(11) Public Comments (15 minute time limit)

(12) Executive Session

- (a) Closed pursuant to RIGL 42-46-5 (a)(1), sessions pertaining to discussion of the job performance, character, or physical or mental health of persons in the employ of the Town of East Greenwich. The Council affirmatively asserts that such persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting.
- (b) Closed pursuant to RIGL 42-46-5 (a)(2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, Pawtucket Credit Union, et al. v. East Greenwich, KC-2017-0084.
- (c) Closed pursuant to RIGL 42-46-5(a)(2), sessions pertaining to collective bargaining or litigation, specifically to discuss with the Solicitor matters pertaining to employment matters, including but not limited to, collective bargaining obligations as it pertains to a Fire Department clerk position.

Submitted By:  
Leigh A. Carney, CMC  
Town Clerk

Approved By Town Council

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**July 11, 2017 (Special Session)**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda  
**Draft minutes for Council's approval**
4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Minutes	Minutes



**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Special Meeting**  
**July 11, 2017 at 6:00 PM**  
**Town Hall, 125 Main Street, East Greenwich, RI 02818**

(1) Interviews for Boards and Commissions

Town Council Present (2/5): S. Cienki, M. Schwager

6:00pm ~ Mark Shapiro for re-appointment to the Cove Management Commission

Mr. Shapiro commented that he would like to see the Commission have more authority at some point and that there is a need for a new harbormaster boat. He is interested in exploring the possibility of a new marina with parking and then looking at the plans presented by the Planning Board for a boardwalk. He added that ScallopTown is under-utilized and parking is a big issue. Discussion continued about the waterfront study, moving the transfer station and the former Harris Marina site.

6:15pm ~ Barry Golden for re-appointment to the Zoning Board of Review

Mr. Golden commented that the Board works well together and there are no major issues. The work load has been light and issues are easily resolved.

6:30pm ~ Richard Land for re-appointment to the Zoning Board of Review

Mr. Land commented that the lack of parking drives the need for zoning variances to accommodate restaurant businesses. As Chair, if variances are given related to valet service, he requires them to identify new spaces and deters them from parking in neighborhoods. The Board works well together and promotes compliance. He expressed an interest in the Probate Judge position if the current judge decided to step down. He has received high accolades from the staff in the Planning Department. Discussion followed on the hiring of the new Town Solicitors.

6:45pm ~ Melody Alger for re-appointment to the Zoning Board of Review

Ms. Alger would like to become a regular member. She praised Mr. Land for running the meetings so well and spoke about the cohesive, professional nature of the Board. No problematic issues were noted and votes are usually unanimous. Parking continues to be a concern during the review process.

7:00pm ~ Marc Gertsacov for re-appointment to the Board of Assessment Review

Mr. Gertsacov commented he is pleased to serve and has an interest in planning, zoning and conservation issues. Meetings have been light but could increase with the upcoming statistical revaluation. Solar energy was discussed in addition to the composition of the Board and the rules of appointment.

7:15pm ~ Bethany Warburton for re-appointment to the Cove Management Commission

Ms. Warburton commented that the Commission is gaining momentum and plans for the waterfront are forthcoming. Focus has shifted away from right of ways to the waterfront. She spoke highly of Ms. Anthony, Assistant Town Planner, who facilitates the meetings. She agreed to be the Chair and has enjoyed the experience thus far. They are working on recommendations for the feasibility study. The partnership with the Harbormaster is valuable and the Town boat needs to be replaced. She is looking into federal and state grant opportunities.

7:30pm ~ Ben Lupovitz for re-appointment to the Planning Board

Mr. Lupovitz welcomed the opportunity to be re-appointed and move up to a regular member. He commented that the Board excels in educating applicants about their authority, leadership is strong and the Board is well-balanced. The installation of the new Solicitor, the Chair and Vice Chair was discussed. He added that Ms. Bourbonnais is irreplaceable and always has the Town's best interest in hand. Discussion followed on utilizing the waterfront, despite its challenges, specifically the development of a municipal marina.

7:45pm ~ Susan Aitcheson for re-appointment to the Affordable Housing Commission

Ms. Aitcheson commented that purchasing property is an important issue and should be a priority. Clarifying what affordable housing is was discussed as well as the outreach to organizations throughout the community. She noted that new residents from neighboring towns feel threatened at the possibility of affordable housing near them. She views affordable housing as infrastructure. Discussion continued on allocating revenue to secure property and maintaining additional housing assets. Property on Division Road is on the radar. Members of the Commission have made house to house visits to help educate and ease residents. Vacancies need to be filled and their annual presentation to Council needs to be scheduled.

8:00pm ~ Elyse Pare for re-appointment to the Board of Assessment Review

Ms. Pare commented that there have been no major issues to date. The Board typically shares the same views and takes time to explain the reason for changes with residents. The re-appointment process was explained as well as vacancies on other boards. The timeline for revaluations and new tax bills was briefly discussed. She spoke about increasing the net assessments in Woonsocket as the City Tax Assessor by over \$1 million and increasing revenues by monitoring exemptions.

Submitted By:  
Leigh A. Carney, CMC  
Town Clerk

Approved By Town Council

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**July 24, 2017 (Regular and Executive Sessions)**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda  
**Draft minutes require Council's approval.**
4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Minutes	Minutes

**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Regular Meeting/Joint Meeting with School Committee**  
**July 24, 2017 at 7:00 PM**  
**Swift Community Center, 121 Peirce Street, East Greenwich, RI 02818**

(1) Call to Order and Pledge of Allegiance to the American Flag

Town Council Present (4/5): S. Cienki, A. Deutsch, N. Granatiero, M. Schwager (S. Todd - absent)

Town Staff Present: G. Corrigan, M. Antunes, D. D'Agostino, L. Dykeman, L. Carney, J. Duarte, W. Schmidle, C. Bradley, E. McAndrew, S. Brown, S. Cirella, R. McGillivray, S. Hughes

School Committee Present (6/7): C. Mark, M. Fain, Y. Sun, L. McEwen, M. Plain, J. Dronzek, (M. Winters - absent)

Others: Dr. V. Mercurio, M. Oliverio, Esq., C. Malaga

At 7:03pm, President Cienki called the Town Council meeting followed by Chairwoman Mark who called the School Committee to order.

The Pledge of Allegiance was recited by the assembly.

(2) JOINT MEETING WITH EAST GREENWICH SCHOOL COMMITTEE

(a) Report from Superintendent and Town Manager

Ms. Corrigan presented the One Town Status Report providing details on the timeline through June 30, 2018 and the Finance Director/Business Manager Consolidated Position. Ms. Mark clarified that what is being presented is a draft for review only and the School Committee has not made any decisions based on what is being presented. Dr. Mercurio explained the organizational chart for the Finance Department depicts what it could look like based on a matrix management format. He spoke briefly about the next steps to take for the Finance Department consolidation, IT Department analysis and consolidation plan and an in-depth spending analysis for both municipal and school. The CDBG program is part of the in-depth spending analysis. The RFQ for an outside consultant to analyze both IT Departments is pending.

Dr. McEwen did not agree with the dotted line concept in the organizational chart from the Finance Director to the Superintendent. She asked where the Human Resources Director position went. Ms. Corrigan replied that the Town's Charter assigns the Town Manager as the Personnel Director and any new position would come as a result of a desk audit.

Mr. Fain asked what the existing organizational chart would look like as of July 1, 2017. Ms. Corrigan replied that the Finance Director position would have Business Manager after it. No changes in HR have been made on the school's side. The positions in the MOA that the Town is paying for on behalf of the schools stay the same.

Ms. Mark clarified that the consolidated HR position previously announced was put on hold and the Finance Director is working for both the Town and schools with separate agreements. The chart being presented is not actual. Ms. Corrigan agreed and added that the percentages of time the Finance Director/Business Manager works for each side may change as the year progresses. The

draft job description will be finalized once the position is truly consolidated.

A lengthy discussion followed on the dotted line concept (report to/work for) and who would ultimately have the authority to hire, fire and make high level decisions about employees. RIDE requirements are a major concern to support the district's mission.

Mr. Dronzek commented that it would be worthwhile to look into opportunities to generate revenue on both sides. He cautioned that the Director of Administration position is much more than just a financial one and operates more so as a COO reporting to the Superintendent.

Chairwoman Mark was concerned with the School Facilities Director reporting to the Finance Director on the organizational chart.

Mr. Plain requested to see a component on the allocation of time for the consolidated Finance Director position. He clarified that the hiring of the Business Manager on the school side is not a permanent position only an interim one. Also, that the Town Manager has no authority over the school's human resources. He would like to see clarification on the Supervision Required section of the draft job description as it relates to the dotted line concept.

Dr. Sun pointed out that the time line for the IT consolidation is very aggressive. She was concerned about the risks associated with it and the potential for a disruption in services.

Councilor Schwager received clarification from Ms. Corrigan that Linda Dykeman was appointed as the Town's Finance Director with a salary and no contract. The \$133,000 savings in FY18 resulted from the school's Business Manager resigning and the layoff of the Town's Finance Director which is now one person with a percentage of time allocated to the schools and a percentage allocated to the Town. Chris Spagnoli is working as the school's Business Manager and Rose Emilio is still employed as the Human Resources person for the schools. Only the Human Resources position on the Town side has not been filled. Ms. Corrigan clarified again that the \$133K savings comes from the difference between the salaries and benefits of the school's former Business Manager, the Town's former Finance Director and what is currently being paid to Ms. Dykeman. He was concerned about the Town hiring a school department employee, namely Ms. Dykeman, without Council's consent. He asked why the process of posting vacancies, advertising and interviewing was avoided to which President Cienki replied that only union positions requiring posting. His major concern was the flawed process undertaken before the consolidation took place. He added that the Town Council met on June 26th in Executive Session to discuss the Town Manager's proposal to consolidate two departments between the school and Town. The plan was announced on June 30th which eliminated two Town employees and appointed two School Department employees. Councilor Schwager was disturbed by the hiring of consultants who now occupy the two most important positions in the Town, the lack of involvement with the School Committee and demanded a more formal and transparent process going forward.

Councilor Deutsch felt confident with the draft documents as presented and was optimistic about the future.

Chairwoman Mark noted that because the School Committee was just seeing this for the first time, she suggested that they review the information and discuss at their next meeting on August 1st in order to make recommendations for the next version.

Solicitor Oliverio emphasized that statutory requirements must be met regarding the management of school department employees.

- (b) Ratification of Memorandum of Agreement between the Town Council and School Committee to further and implement One Town Plan.

President Cienki stated that it was understood that the School Committee has already approved to document and was seeking Town Council's approval.

Chairwoman Mark replied that that was not exactly the case. The MOA originated out of the School Committee's desire to codify some agreements made through the budget process. Since the time the School Committee approved it, both Solicitors have been back and forth negotiating on the context of the existing draft document. One element requires further discussion and more time is needed before it is ratified.

Solicitor Oliverio explained that on June 20, 2017, the School Committee met to amend their budget to conform to the level funding appropriation made by the Town Council. He drafted the MOA to document what the Town had promised as far as absorbing some costs for school personnel, etc. Solicitor D'Agostino requested some revisions which were incorporated; however, the clause related to the School Committee supporting the One Town plan is a concern since the School Committee has not had ample time to review it.

President Cienki suggested that the language is cleaned up and both parties vote on the amended version at subsequent meetings. Also, any Special Education needs could also be included in the revision.

Chairwoman Mark asked how the Council wanted to address the issue of the \$45,000 for sewers. President Cienki replied it would be discussed further but tabled for now.

With no further comments from the School Committee, Mr. Fain motioned to adjourn, seconded by Mr. Plain. Voted 6-0 all in favor, motion carried.

(3) Town Council Minutes

- (a) June 8, 2017 (Special Session)

**Motion to approve**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

(4) Reports and Communications

- (a) Municipal Court - report from Judge Bazar

Judge Bazar reported that he and Ms. Corrigan had discussed the creation of the court, its statutory nature and the importance of the Town maintaining its jurisdiction. After further discussion on the urgency of purchasing and installing new software and her authority as Town Manager to administer the court, it was indicated that temporarily moving traffic violations to the Rhode Island Traffic Tribunal would allow for more time to gather more information to make a final decision. He later learned that the Town Manager posted a memo on the Town's website which seemed misleading; indicating a reduction in expenses but not the loss of revenue and that change was permanent. It was agreed that this is just a pause to reevaluate and collect more data. He felt it would be a mistake to not take back the traffic jurisdiction as soon as possible.

(5) Consent Calendar

- (a) Release of Fry Brook Condominium Project Performance Bond and extension of time for completion.

**Motion to approve the release of the performance bond and give an extension to September 30th for the implementation and delivery of the structure**

Item 5a was removed for separate consideration.

Solicitor D'Agostino explained that due to the lag time between the deadline imposed as a condition of the Middlebury project and the delivery/installation of the final culvert, an extension of time is necessary. A cash escrow has been setup which protects the Town so releasing the bond is appropriate.

Thomas Primeau added that the manufacturer has indicated that the earliest delivery date is early to mid September. Mr. Duarte was not adverse to adding an extension but delayed construction conflicts with school buses and wet weather. If the bond was pulled, project completion would be pushed to next year. All documentation has been provided per Mr. Primeau and he has forwarded several thousand of dollars as cash escrow. Once delivered, installation takes one week.

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (b) Reappoint Susan Aitcheson to the Affordable Housing Commission for a three year term to expire July 14, 2020.
- (c) Reappoint Marc Gertsacov to Board of Assessment Review and move from alternate member to regular member for a three year term to expire July 1, 2020.
- (d) Reappoint Elyse Pare to the Board of Assessment Review as an alternate member for a one year term to expire July 1, 2018.
- (e) Reappoint Mark Shapiro to the Cove Management Commission for a three year term to expire July 1, 2020.
- (f) Reappoint Bethany Warburton to the Cove Management Commission for a three year term to expire July 1, 2020.
- (g) Reappoint Benjamin Lupovitz to the Planning Board and move from an alternate member to a regular member for the remainder of a three year term to expire April 30, 2020.
- (h) Reappoint Richard Land to the Zoning Board as a regular member for a five year term to expire July 1, 2022.
- (i) Reappoint Melody Alger to the Zoning Board as an alternate member for a one year term to expire July 1, 2018.
- (j) Reappoint Barry Golden to the Zoning Board as an alternate member for a one year term to expire July 1, 2018.

**Motion to approve all re-appointments on the Consent Calendar**

**Mark Schwager/Nino Granatiero/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

**(6) New Business**

- (a) Application for a NEW Virtualing License for Guruhari LLC. d/b/a Sunny Hill Convenience Store, 1002 Main Street (formerly Sunnybrook Farms).

**Motion to approve**

Applicant was not present and there was no Council discussion.

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (b) Council authorization to allow Main Street Association of East Greenwich to use Town properties for an outdoor movie screening on August 12 (rain date of August 13), to include coverage under the Town's insurance policy. Discussion and request for Council to waive overtime fees, building rental fees and insurance requirements for the Main Street Association's Outdoor Movie.

**Motion to approve**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (c) Discussion and request for Council to waive overtime, detail costs and miscellaneous Town fees (i.e. liquor license, amplified music permit, etc.) for Summer's End.

**Motion to approve**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (d) Discussion and request for Council to waive the insurance requirement for the Farmer's Market and to authorize use of Town property for said Farmer's Market.

**Motion to approve**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (e) Appointment of a Regular Member to the Planning Board for the remainder of a three term to expire April 30, 2020.

**Motion to appoint Katie Keefe**



**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (f) Appointment to the Personnel Board to fill the remainder of a three year term to expire March 31, 2019.

**Motion to appoint Matthew Leathers**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

- (g) Review of Town Council Rules and Guidelines

Councilor Granatiero requested that number 24 be revised to say that an operational review will be presented monthly to the Council by the Finance Director, instead of just financial reports.

Councilor Schwager was concerned about a singular Councilor sending out messages that were not approved by Council and the inappropriate use of the Town's website and email to do so.

President Cienki recommended reviewing number 11 related to public comments.

Councilor Schwager requested that any new policies to be disseminated using the Town's website or by mail as it relates to the relations campaign be approved and signed off by all members of Council and voted on.

Solicitor D'Agostino offered to review and make some suggestions.

- (h) Discussion of Town Manager position

**Motion to remove the designation of "acting" as it relates to the appointment of Gayle Corrigan as the Town Manager**

Solicitor D'Agostino addressed questions that have arisen related to the hiring of an 'acting' Town Manager. He referred to Section C-67 subsections (e) and (f) of the Town Charter as it relates to the appointment of the Town Manager and the term 'officer'. He added that at the time of the appointment, some things were not known such as the departure of the former Town Manager. He recommended that due to the emergence of the One Town initiative, appointing Gayle Corrigan as the Town Manager would be appropriate without the 'acting' designation.

President Cienki clarified that the appointment would not stop the process of searching for a full-time Town Manager but rather just eliminate the term 'acting'.

Solicitor D'Agostino reiterated that the Town Charter allows for the Town Council to appoint and/or remove the Town Manager at any time with or without cause and without appeal.

Further discussion was had on the creation of a search committee and the Charter language pertaining to the Town Manager's appointment, etc.

Councilor Schwager was concerned about the absence of a contract with Ms. Corrigan and whether

or not her appointment is temporary or permanent.

Solicitor D'Agostino added that the job duties are not changing and that the removal of the term 'acting' helps to reduce legal exposure.

Councilor Deutsch wanted reassurance that the search committee will be formed to find the next Town Manager as a permanent replacement. President Cienki commented that after speaking with other Town Council Presidents in North Kingstown and Smithfield about the search process, the processes took from one to two years and included a nationwide search. A job description needs to be created based on the contents of the Charter. She agreed the search committee was a good idea.

Councilor Schwager stated that the intent of the Charter is not being followed as far the appointment of an officer of the Town as the 'acting' Town Manager to serve until the search process was completed and a permanent replacement was appointed. Without a formal contract in place with Ms. Corrigan, he is unsure how she is getting paid. He requested codifying an agreement with her before the search process begins. President Cienki replied that Council will address those concerns in Executive Session.

Solicitor D'Agostino provided further clarification that Council had used the term 'acting' during the original appointment of Ms. Corrigan based on the situation at the time and he recommended its removal from any future designation.

#### **Andrew Deutsch/Nino Granatiero/Motion Carried**

#### **Ayes: Cienki, Deutsch, Granatiero, Schwager**

##### **(7) Town Manager's Report**

None

##### **(8) Council Comments**

None

##### **(9) Public Comments (30 minute time limit)**

David Caldwell, 8 Aurora Road, commented about the lack of respect constituents are sensing and not being able to get answers from elected officials. He remains critical of the hiring process and the secrecy surrounding Ms. Corrigan. He asked President Cienki to correct her past comments for the record that secrecy was required when discussing personnel matters. Solicitor D'Agostino referred to RIGL 42-46-5 which states that closed meetings are permissive at the option of the person being discussed. It was further clarified that Council has the option to have personnel meetings held in open session. He asked if the items in Executive Session could be held in open session to which Solicitor D'Agostino replied yes. He asked Ms. Corrigan if she would demand to have the meeting in open session which she declined. He referenced previous comments made by Ms. Corrigan about a discussion she had with Judge Bazar which he stated never happened.

Caren Corenthal, 5 Brookfield Court, commented that what she has been witnessing since January is not good government. She remains concerned about the lack of transparency, the lack of communication and animosity with the schools and the demise of the Town's reputation.

Robert Vespia, Shippeetown Road, commented that the idea of an acting Town Manager gives residents the sense that it is a temporary position and there is no urgency to find a permanent

replacement. He questioned why a search was not done.

John Pierson, 70 Sylvan Drive, commented on the numbers 343, 23 and 37 which represent the number of fire, police and port authority workers that were lost on September 11th. He wanted them all publicly acknowledged and asked that no cuts were made to public safety during the consolidation. We should never forget what happened and respect these people as the public servants they are.

John Paulhus, 43 Fifth Street, commented that the Town is concerned about the transparency of the relationship between the Town Council and Providence Analytics/Management Resource Partners; specifically how much the Town has paid out. President Cienki replied that the information will be available on the Town's website tomorrow. He asked what the current Town Manager has been compensated so far and what it will be. President Cienki replied that nothing has been paid out as of July 1. There is no existing contract and she is an employee at will. The MOU with Providence Analytics will be posted as well. Further discussion will take place in Executive Session.

Rick Tremble, 130 Cindy Ann Drive, commented that mathematically, living in East Greenwich is cost effective based on the educational excellence found in the school system alone. He spoke about the many benefits of living in the community. He was concerned that lowering staffing levels at the schools is cheating the kids and not worth the tax reduction. He continued that the process of implementing the One Town plan should include employees at all levels as real change happens at the bottom and that instituting these changes should be looked at very carefully.

Roberta Anderson, 32 Atherton Road, commented that she was concerned about hiring a person that provided a paid contracted service. She appreciates the heritage, the schools and the government.

John Ireland, 30 Forest Lane, asked what services have been consolidated so far. President Cienki replied that the Town is working on the Finance Department and the Schools are working on IT, Human Resource and Finance with one individual working on both sides. The Town has saved \$133K since July 1st with the structural changes. He does not appreciate the method of secrecy surrounding the changes.

Tracie Truesdell, 163 Spring Street, retracted her support for the Town Council. She asked who sent out the mailer that was from the Town Council to which President Cienki replied it was approved by the Town Council. Councilor Schwager interjected that the finished product was not approved by Council in open session. She asked to be considered for a position on the search committee. When asked when the information would be posted, President Cienki explained that further discussion was needed with all members of the Council. She asked when the contract with Ms. Corrigan will be visible. President Cienki stated that it is being discussed in Executive Session and will be posted as soon as possible. She commented further that giving Ms. Corrigan the title of Town Manager diminishes the credibility of the residents and gives a sense of permanency which she is not okay with.

Carla Swanson, 38 Greene Street, commented that governance and effective leadership should not be partisan. She was disappointed with the seemingly partisan voting happening on basic governmental issues. She added that independent voters are watching and the reluctance of some members to engage is disturbing and disappointing.

Bill Higgins, 88 Greenwich Boulevard, challenged previous comments made by President Cienki about non-union positions not having to be posted. He referred to the Town's personnel ordinance and asked if the Personnel Board was involved in the recent changes. President Cienki replied that the ordinance being referenced was outdated and trumped by the existing Charter. Mr. Higgins disputed that stating that the Charter refers to the personnel ordinance no matter how old it is. He questioned

the votes taken by Council members in favor of laying off three employees and how could they make an educated and informed decision without having any discussions about if they were qualified to fill the newly created positions.

Isaac Mears, 3254 South County Trail, asked if the Town finished the year with a surplus or deficit. President Cienki replied that the Town is currently being audited and the exact number will be presented in November. The Town currently has a surplus of over \$7 million and the schools have over \$4 million.

(10) Executive Session

- (a) Closed pursuant to RIGL 42-46-5 (a)(1), sessions pertaining to discussion of the job performance, character, or physical or mental health of persons in the employ of the Town of East Greenwich. The Council affirmatively asserts that such persons affected shall have been notified in advance in writing and advised that they may require that the discussion be held at an open meeting.
- (b) Closed pursuant to RIGL 42-46-5 (a)(2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, Pawtucket Credit Union, et al. v. East Greenwich, KC-2017-0084.
- (c) Closed pursuant to RIGL 42-46-5(a)(2), sessions pertaining to collective bargaining or litigation, specifically to discuss with the Solicitor matters pertaining to employment matters, including but not limited to, collective bargaining obligations as it pertains to a Fire Department clerk position.

**Motion to go into Executive Session per RIGL 42-46-5 (a) (2) for sessions pertaining to collective bargaining or litigation**

**Andrew Deutsch/Mark Schwager/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

**Motion to close the Executive Session, seal the Executive Session minutes and return to Open Session**

**Nino Granatiero/Andrew Deutsch/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

**Motion to adjourn**

**Mark Schwager/Andrew Deutsch/Motion Carried**

**Ayes: Cienki, Deutsch, Granatiero, Schwager**

Submitted By:  
Leigh A. Carney, CMC  
Town Clerk

Approved By Town Council

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**August 19, 2017 (Special Session)**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Minutes	Minutes

**TOWN OF EAST GREENWICH**  
**Special Town Council Meeting**  
**August 19, 2017 @ 8:45 AM**  
**Town Hall – Council Chambers**

The meeting was called to order at 8:45 am by Council President Cienki. A quorum was present consisting of Councilors Andrew Deutsch; Mark Schwager; and Nino Granatiero. Town Manager Gayle A. Corrigan and Town Solicitor David M. D'Agostino, Esq. were also present.

After the pledge, Council President address the single item of New Business, specifically, the appointment of acting fire chief pursuant to Town Charter section 109.1 (B). A motion to appoint senior Captain Mears as Acting Fire Chief for operations until such time as Chief McGillivray returns was made by Councilor Granatiero, seconded by Councilor Schwager. Discussion was had concerning the need for this action; it was explained that Chief McGillivray recommended Captain Mears as Acting Fire Chief in his absence. Councilor Schwager commented that the call of the meeting has resulted in needless turmoil. It was explained by the Solicitor and Council President that the Charter requires confirmation of the acting chief by the Council, something that had not been done in the past. The question was called and the motion passed unanimously.

A motion to adjourn was made by Councilor Deutsch, seconded by Councilor Granatiero and passed unanimously. The meeting was adjourned at 8:48 am.

Respectfully submitted,

*David M. D'Agostino*

David M. D'Agostino, Esq.  
Town Solicitor  
Acting Recording Secretary

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**FY 2018 Sewer Budget**
2. Submitted by (List department and individual, if necessary)  
**Public Works**
3. Provide a brief description of the item and why it is on the agenda  
**Presentation of the FY 2018 Sewer Budget**
4. Contact person and phone number for questions  
**Joseph Duarte**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> FY 2018 Sewer Budget	Memo
<input type="checkbox"/> Advertisement 1	Backup Material
<input type="checkbox"/> Advertisement 2	Backup Material

## **Public Works Department**

### ***Memorandum***

**To:** Gayle Corrigan, Town Manager  
**From:** Joseph C. Duarte, P.E., Director of Public Works  
**Cc:** Kristen Benoit, Finance Director  
Shawn O'Neil, Waste Water Superintendent  
David Perrotta, Assistant Waste Water Superintendent  
**Date:** June 29, 2017  
**Subject:** Waste Water Treatment Facility FY 2018 Proposed Budget

Attached for your review you will find the proposed budget for the Waste Water Treatment Facility for Fiscal Year 2018. Below are highlights to the line items that will have changes greater than or less than 2% for the proposed budget.

**Salaries** - There is a 2% pay increase proposed for FY 2018. Please note that a portion of the Town Manager's, Finance Director's and Director of Public Works salaries are added to this line item. This is to provide a more appropriate accounting of all employees that are involved in administering the Waste Water Treatment Facility's enterprise fund.

**Longevity** - This account is increasing to reflect employee step increases due to years of service with the town.

**Contract Services** - This account is increasing due to an increase of repairs needed due to the age of the Treatment Facility.

**Electricity** - This account is being increased to reflect market increases and usage.

**Health Insurance** - This fund is being increased due to new insurance rate increases.

**Lab and Safety** - This account is being increased to reflect an increase in lab sampling.

**Life Insurance** - This fund is being increased due to new insurance rate increases.

**Building Insurance** - This fund is being increased due to new insurance rate increases.



**Water** – This account is being decreased due to minor plant operation changes.

**Workers Compensation** - This fund is being increased due to new insurance rate increases.

**Building Maintenance** - This account is increasing due to an increase of repairs needed due to the age of the Treatment Facility.

**Chemicals** - This fund is being decreased due to operation changes.

**Heating Fuel** - This account is being decreased to reflect market decreases and usage.

**Billing and Collection** – This account is being increased due to increases in user accounts.

**Tipping fees** – This account is being increased to reflect contractual fee increases and increases in sludge handling.

**Capital** – The following reflects the capital upgrade needs of the Waste Water Treatment Plant for FY 2018:

**Grinder Pumps** – As part of the sewer expansion program, there are several properties that are not able to connect to the sewer system through conventional gravity sewers. As such, the town provides these properties with grinder pumps.

**Scum Pump** - Funding is being requested for the replacement of a scum pump. A scum pump is used to pump the floatable materials (grease, etc.) collected from different tanks throughout the Treatment Plant. Said floatable materials are mixed with sludge also collected throughout the Plant and transported off site for incineration.

**Boiler** - Funding is being requested for the replacement of the boiler. The boiler is in immediate need of replacement. There have been several repairs made in recent years but unfortunately further repairs are not being recommended.

FY 2018 Proposed Sewer Budget  
June 29, 2017  
Page 3

**Debt Service** – Debt service is increasing due to an increase in principal and interest on the sewer bond from the 2017 Treatment Plant upgrades.

The general operating cost of the Treatment Plant is increasing in FY 2018 mainly due to repairs of aging equipment and additional sludge handling. The greater portion of the increase for the sewer budget is due to debt service. Debt service resulting from the sewer bond for the 2017 Treatment Plant upgrades.

The Sewer Department has experienced a substantial decrease in sewer flows over the last few years. This has been due to the loss of industrial processing from On –Semi Conductor and Stanley Bostitch. The loss of industrial users has shifted a greater portion of the operating costs to residential users. The residential flows are now approximately 67% of total flows.

**Department of Public Works  
Wastewater Treatment Facility Budget  
Fiscal Year 2018**

**SUMMARY OF REVENUE**

Description	FY 2015 Actual	FY 2016 Actual	FY 2017 Approved	FY 2017 Revenue 6/22/2017	FY 2018 Requested	Percent Increase
User Rate	\$ 9.98	\$ 10.14	\$ 10.65		\$ 12.06	13.23%
\$.01 will raise	\$2,385	\$2,397	\$2,494		\$2,518	
User Fees	\$2,369,338	\$2,616,992	\$2,655,469	\$2,693,960	\$3,035,826	14.3%
Industrial Permits	\$0	\$0	\$0	\$0	\$0	0.0%
Connection Fees	\$3,815	\$4,100	\$5,000	\$3,200	\$5,000	0.0%
Interest on Delinquent	\$31,931	\$100,442	\$30,000	\$12,223	\$30,000	0.0%
Sewer Bond/ Misc	\$25,618	\$45,170	\$0	\$19,250	\$15,000	100.0%
Sewer Assessments	\$1,280,847	\$1,280,847	\$1,170,406	\$1,158,681	\$1,158,000	
<b>Subtotal Income</b>	<b>\$3,711,549</b>	<b>\$4,047,551</b>	<b>\$3,860,875</b>	<b>\$3,887,314</b>	<b>\$4,243,826</b>	<b>9.9%</b>

# FY2018 BUDGET REQUEST

## Wastewater Facility

### Revenue Summary

#### 0000 - User Fees

The sewer use revenue is based on individual account usage; user consumption is expressed as cubic feet of water used per year. There are 6 user classifications, each classification has a factor assigned to it:

- 1) Residential (based on 85% of consumption)
- 2) Commercial A (based on 100% of consumption)
- 3) Commercial B (based on 145% of consumption)
- 4) Governmental (based on 100% of consumption)
- 5) Industrial A (based on 100% of consumption)
- 6) Industrial B (based on 100% of consumption)

#### SEWER USAGE HISTORY

(usage is based on calendar year flows)

CLASSIFICATION	2014	2015	2016	AVERAGE	2017 PROJECTED
Residential	16,903,021	18,499,575	17,700,286	17,700,961	17,710,000
Commercial A	3,451,923	3,666,700	3,860,417	3,659,680	3,728,000
Commercial B	1,969,182	2,055,087	2,037,888	2,020,719	2,020,000
Governmental	1,794,572	2,031,012	1,841,762	1,889,115	1,890,000
Industrial A	268,814	216,049	248,840	244,568	244,000
Industrial B	81,400	99,200	75,352	NA	75,500
OD Residential	29,931	36,695	43,496	36,707	38,000
OD Commercial A	273,402	325,208	290,791	296,467	290,000
OD Commercial B	266,185	313,484	431,178	336,949	355,000
	25,038,430	27,243,010	26,530,010	26,270,483	26,350,500

#### SEWER BILLING REVENUE for FY 2017

(usage based on Calendar year flows for 2016)

\$10.65 per 100 cu ft

CLASSIFICATION	USAGE	FACTOR	REVENUE
Residential	17,700,286	85%	\$1,602,318
Commercial A	3,860,417	100%	\$411,134
Commercial B	2,037,888	145%	\$314,701
Governmental	1,841,762	100%	\$196,148
Industrial A	248,840	100%	\$26,501
Industrial B	75,352	100%	\$8,025
OD Residential	43,496	127.5%	\$5,906
OD Commercial A	290,791	150.0%	\$46,454
OD Commercial B	431,178	217.5%	\$99,877
	26,530,010		\$2,711,065

# FY2018 BUDGET REQUEST

## Wastewater Facility

### PROJECTED SEWER BILLING REVENUE for FY 2018

(usage based on Calendar year flows for 2017)

**\$12.06** per 100 cu ft

CLASSIFICATION	USAGE	FACTOR	REVENUE
Residential	17,710,000	85%	\$1,815,244
Commercial A	3,728,000	100%	\$449,545
Commercial B	2,020,000	145%	\$353,197
Governmental	1,890,000	100%	\$227,908
Industrial A*	244,000	100%	\$29,423
Industrial B	75,500	100%	\$9,104
OD Residential	38,000	127.5%	\$5,842
OD Commercial A	290,000	150.0%	\$52,455
OD Commercial B	355,000	217.5%	\$93,108
	26,350,500		\$ 3,035,826

**TOTAL REQUEST: \$3,035,826**

#### 0000 - Industrial Permits

---

This account includes fees that are paid by the industrial users to facilitate the Town's Industrial Pretreatment Program.

**TOTAL REQUEST: \$0**

#### 0000 - Connection Fees

---

This account includes fees that are paid by residents and businesses that connect to the Collection System. Presently the fees are \$100 for residential and \$200 for commercial. The following is the anticipated connections:

	Connections	Fee	Total
Residential Connections	40	\$ 100	\$ 4,000
Commercial Connections	5	\$ 200	\$ 1,000
			<u>\$ 5,000</u>

**TOTAL REQUEST: \$5,000**

6/29/2017

FY2018 BUDGET REQUEST  
Wastewater Facility

0000 - Interest on Delinquent User Fees

---

This account includes revenues interest on delinquent user fee accounts.

TOTAL REQUEST: \$30,000

0000 - Sewer Bond/ Misc.

This account includes revenues interest on delinquent sewer assessment accounts

TOTAL REQUEST: \$15,000

Sewer Assessments \$1,158,000

REVENUE GRAND TOTAL

\$4,243,826

**TOWN OF EAST GREENWICH**  
**Wastewater Treatment Facility Budget**  
**Fiscal Year 2018**

**EXPENDITURES**

Account	Description	FY 2015 Actual	FY 2016 Actual	FY 2017 Adopted Budget	FY 2017 Expend.'s 6/22/2017	FY 2018 Requested Budget	Percent Increase
<b>20950511 Salaries</b>							
00002	Salaries - Staff	\$ 385,446	\$ 406,571	\$ 404,513	\$ 368,549	\$ 412,003	1.9%
00004	Longevity	\$ 13,930	\$ 14,644	\$ 14,644	\$ 14,623	\$ 16,253	11.0%
00008	Overtime	\$ 54,020	\$ 60,235	\$ 42,423	\$ 53,182	\$ 42,423	0.0%
	Salaries Subtotal	\$ 453,396	\$ 481,450	\$ 461,580	\$ 436,354	\$ 470,680	2.0%
<b>20950535 Operations</b>							
00057	Contract Services	\$ 55,151	\$ 48,337	\$ 28,500	\$ 65,404	\$ 32,000	12.3%
00059	Delta Dental	\$ 5,002	\$ 5,002	\$ 6,177	\$ 6,177	\$ 5,580	-9.7%
00065	Electricity	\$ 147,211	\$ 179,755	\$ 165,000	\$ 162,470	\$ 172,000	4.2%
00073	Equipment Maintenance	\$ 30,576	\$ 21,478	\$ 26,000	\$ 27,092	\$ 26,000	0.0%
00093	Health Insurance	\$ 73,983	\$ 73,983	\$ 92,266	\$ 92,266	\$ 99,716	8.1%
00097	Lab and Safety	\$ 34,373	\$ 39,889	\$ 37,440	\$ 41,219	\$ 38,760	3.5%
00107	Life Insurance	\$ 303	\$ 306	\$ 606	\$ 606	\$ 606	0.0%
00123	Building Insurance	\$ 29,591	\$ 31,366	\$ 32,250	\$ 33,250	\$ 35,245	9.3%
00133	Professional Services	\$ 2,436	\$ -	\$ 4,000	\$ 1,000	\$ 4,000	0.0%
00143	State Retirement	\$ 29,386	\$ 24,065	\$ 23,885	\$ 23,885	\$ 23,797	-0.4%
00150	Laborer's Retirement	\$ 2,940	\$ 2,950	\$ 3,000	\$ 3,000	\$ 3,000	0.0%
00155	FICA	\$ 31,255	\$ 32,260	\$ 32,839	\$ 32,839	\$ 33,712	2.7%
00171	Training/Conferences	\$ 150	\$ 160	\$ 300	\$ 243	\$ 300	0.0%
00177	Water	\$ 1,076	\$ 953	\$ 1,600	\$ 688	\$ 1,200	-25.0%
00181	Workers Compensation	\$ 14,288	\$ 14,288	\$ 15,145	\$ 15,145	\$ 16,054	6.0%
00202	Auto Parts	\$ 2,123	\$ 2,415	\$ 2,500	\$ 834	\$ 2,500	0.0%
00210	Building Maintenance	\$ 5,275	\$ 5,286	\$ 2,000	\$ 2,564	\$ 4,000	100.0%
00214	Chemicals	\$ 47,542	\$ 50,170	\$ 109,410	\$ 74,506	\$ 89,740	-18.0%
00218	Clothing Maintenance	\$ 2,400	\$ 2,400	\$ 3,200	\$ 2,500	\$ 3,200	0.0%
00242	Heating Fuel	\$ 23,924	\$ 29,818	\$ 30,000	\$ 21,673	\$ 27,500	-8.3%
00248	Janitorial Supplies	\$ 322	\$ 572	\$ 500	\$ 62	\$ 500	0.0%
00350	New Equipment	\$ 9,397	\$ 1,805	\$ 10,000	\$ 9,892	\$ 10,000	0.0%
00375	Postage	\$ 1,090	\$ 1,170	\$ 1,170	\$ 1,170	\$ 1,150	-1.7%
00385	Telephone/ Communications	\$ 7,912	\$ 3,954	\$ 8,460	\$ 6,839	\$ 8,460	0.0%
00937	Billing and Collection	\$ 17,480	\$ 15,181	\$ 15,468	\$ 15,468	\$ 15,770	2.0%
00938	Tipping Fees	\$ 144,535	\$ 145,958	\$ 151,657	\$ 181,161	\$ 198,464	30.9%
00940	Materials and Supplies	\$ 25,252	\$ 17,520	\$ 25,000	\$ 17,053	\$ 25,000	0.0%
	Operations Subtotal	\$ 744,973	\$ 751,041	\$ 828,373	\$ 839,006	\$ 878,254	6.0%
00943	Capital Outlay	\$ 29,559	\$ 31,852	\$ 115,000	\$ 98,663	\$ 148,000	28.7%
<b>Debt Service</b>							
	Debt Service Subtotal	\$ 2,505,676	\$ 2,484,272	\$ 2,456,832	\$ 94,804	\$ 2,746,893	11.8%

# TOWN OF EAST GREENWICH

## Wastewater Treatment Facility Budget

### Grand Totals

<b>Salaries Total</b>	\$	453,396	\$	481,450	\$	461,580	\$	436,354	\$	470,680	2.0%
<b>Operations Total</b>	\$	744,973	\$	751,041	\$	828,373	\$	839,006	\$	878,254	6.0%
<b>Capital Outlay</b>	\$	29,559	\$	31,852	\$	115,000	\$	98,663	\$	148,000	28.7%
<b>Debt Service Total</b>	\$	2,505,676	\$	2,484,272	\$	2,456,832	\$	94,804	\$	2,746,893	11.8%
<b>Grand Total Department</b>	\$	3,733,604	\$	3,748,615	\$	3,861,785	\$	1,468,827	\$	4,243,826	9.9%



# FY2018 BUDGET REQUEST

## Wastewater Facility

### 20950511-Salaries

#### 00002 - Salaries - Staff

*Currently the wastewater facility is staffed by six full time employees. Proposed budget reflects a pay increases of 2% for FY 2018. To appropriately reflect all employees directly and indirectly that are involved with the operations of the sewer department, portions of the Town Manager's, Finance Diredctor and the Public Works Director's salaries have been added to this account.*

Wastewater Staffing	Quantity	Base Salary	Total
Town Manager	100%	\$ 12,000.0	\$ 12,000.00
Finance Director	100%	\$ 9,000.00	\$ 9,000.00
Public Works Director	100%	\$ 9,000.00	\$ 9,000.00
Superintendent	100%	\$ 90,582.59	\$ 90,582.59
Assistant Superintendent	100%	\$ 64,299.02	\$ 64,299.02
Forman	100%	\$ 54,410.26	\$ 54,410.26
Plant Operator II	100%	\$ 54,410.26	\$ 54,410.26
Plant Operater	100%	\$ 48,384.29	\$ 48,384.29
Sewer Consrt Mgr	100%	\$ 69,916.63	\$ 69,916.63
			\$ 412,003.04

**TOTAL REQUEST:**

**\$412,003**

6/29/2017

**FY2018 BUDGET REQUEST**  
Wastewater Facility

**0004 -Longevity**

*In accordance with union contracts, monies from this account are used to pay employees various amounts of money depending on years of service.*

Percent of Base Salary		
		Laborer's
<u>Years of Service</u>	<u>NEA</u>	<u>International</u>
3-5	2.0%	3.0%
6-10	3.0%	4.0%
11-15	3.5%	4.5%
16-20	4.0%	5.0%
21-25	4.5%	5.5%
26+	5.0%	6.0%

*Longevity pay is disbursed on the first pay period of December.*

Name	Starting Date	Longevity	Years of Service (years)	Longevity Percent	Proposed	Longevity Pay
		Pay Date 12/1/2017			Base Salary	
O'Neil S.	04/15/91	12/01/17	26.63	5.0%	\$90,582.59	\$ 4,529.13
Perrotta D.	09/22/03	12/01/17	14.19	3.5%	\$64,299.02	\$ 2,250.47
Meurnier E.	03/06/00	12/01/17	17.74	4.0%	\$54,410.26	\$ 2,720.51
Savastano I.	09/11/00	12/01/17	17.22	5.0%	\$54,410.26	\$ 2,720.51
Jennings T.	02/04/11	12/01/17	6.83	5.0%	\$48,384.29	\$ 1,935.37
Bamberry, I.	01/29/07	12/01/17	10.84	3.0%	\$69,916.63	\$ 2,097.50
						\$ 16,253.49

**Total Requested                      \$16,253**

**00008 - Overtime**

**TOTAL REQUEST:                      \$42,423**

6/29/2017

# FY2018 BUDGET REQUEST

## Wastewater Facility

### 20950535-Operations

#### 00057 - Contract Services

---

*This account is utilized for many different types of services including technical services to repair, calibrate and troubleshoot the complex instrumentation and advanced computer-controlled, electrical system at the wastewater facility. Additionally, this account covers expenses incurred with troubleshooting the UV disinfection unit. The facility has 6 programmable controller panels, a large assortment of meters, digital controls, various equipment motor controls, etc. It is imperative to maintain this equipment to assure the quality of the treated effluent. Additionally, emergency service calls for various equipment are included in this amount.*

**TOTAL REQUEST: \$32,000**

#### 00059 - Delta Dental

---

**TOTAL REQUEST: \$ 5,580**

#### 00065 -Electricity

---

This account provides funding for all electrical equipment at the treatment facility. Requesting an increase due to market increases and use.

**TOTAL REQUEST: \$172,000**

#### 00073 -Equipment Maintenance

---

The wastewater facility is equipped with many complicated features which require routine preventive maintenance. To insure that the mechanical integrity of the facility is preserved for the total design life of twenty years, it is necessary to increase, as needed, the values within this account every year in the future.

Electrical equipment (PLC parts, digital controls, motor controls, etc.) has been especially vulnerable to failure. It is difficult to predict what will happen next.

**TOTAL REQUEST: \$26,000**

#### 00093 - Health Insurance

---

**TOTAL REQUEST: \$99,716**

6/29/2017

# FY2018 BUDGET REQUEST

## Wastewater Facility

### 00097 - Lab and Safety

This account is used to cover the cost of elements that need to be tested from the waste water as specified by RIDEM.

#### ORGANIC SAMPLING-Wastewater Facility

Analyte	Cost	Amount	Total
BOD	\$ 13.00	416	\$ 5,408.00
CBOD	\$ 13.00	52	\$ 676.00
TSS	\$ 7.00	416	\$ 2,912.00
Fecal	\$ 11.00	156	\$ 1,716.00
Entero	\$ 25.00	156	\$ 3,900.00
Nitrite	\$ 5.00	52	\$ 260.00
Nitrate	\$ 5.00	52	\$ 260.00
TKN	\$ 12.00	208	\$ 2,496.00
Amonia	\$ 10.00	208	\$ 2,080.00
Oil & Grease	\$ 25.00	23	\$ 575.00
sub-total			\$ 20,283

#### OTHER SAMPLING-Wastewater Facility

Analyte	Cost	Amount	Total
Bioassay	\$ 1,790.00	3	\$ 5,370.00
Bioassay	\$ 1,550.00	1	\$ 1,550.00
Sludge (quarterly)	\$ 250.00	4	\$ 1,000.00
Sludge (annually)	\$ 1,000.00	1	\$ 1,000.00
Local Limits	\$ 751.00	7	\$ 5,257.00
	\$ -	0	\$ -
sub-total			\$ 14,177.00

#### LAB SUPPLIES

Product	Total
Ph Buffers	\$ 600.00
Deionized water kits	\$ 600.00
Ph Probe	\$ 300.00
Chem wipes	\$ 200.00
Sludge Tins	\$ 100.00
Misc.	\$ 2,000.00
Annual Calibration	\$ 500.00
	\$ 4,300.00

TOTAL REQUEST: \$ 38,760

### 00107 - Life Insurance

Currently, 6 full-time employees are assigned to the Sewer Department. Three employees are members of NEARI; three employees are members of the Laborer's International.

TOTAL REQUEST: \$606

6/29/2017

# FY2018 BUDGET REQUEST

## Wastewater Facility

### 00123 - Building Insurance

Monies from this account are spent insuring the wastewater facility against essentially all types of damage including but not limited to fire, smoke, earthquake, vandalism, etc. Also, includes boiler/mechanical insurance.

TOTAL REQUEST: \$35,245

### 00133 - Professional Services

This account will cover various professional services necessary to operate the treatment plant.

Various Engineering Services	\$ 4,000
Total	\$ 4,000

TOTAL REQUEST: \$4,000

### 00052 - State Retirement

TOTAL REQUEST: \$23,797

### 00150 - Laborer's Retirement

The Town will need to contribute funds toward the Laborer's Union retirement Fund for this Fiscal Year.

TOTAL REQUEST: \$3,000

### 00155 - FICA

<i>Total Salaries (plus OT and Longevity)</i>	<i>FICA factor</i>	<i>FICA Cost</i>
\$440,680	7.65%	\$ 33,712

TOTAL REQUEST: \$33,712

6/29/2017

# FY2018 BUDGET REQUEST

## Wastewater Facility

### 00171 - Training and Conferences

---

#### Training and Conferences

This account is utilized by the staff of the facility for training sessions as well as meetings of professional organizations such as the Narragansett Water Pollution Control Association, New England Interstate Environmental Training Center and Water Pollution Control Federation. Monies from this account are also used for membership dues of the above mentioned associations.

TOTAL REQUEST: \$300

### 00177 - Water

---

Water usage from KCWA.

TOTAL REQUEST: \$1,200

### 00181 - Workers Compensation

---

TOTAL REQUEST: \$16,054

### 00202 - Auto Parts

---

TOTAL REQUEST: \$2,500

6/29/2017

# FY2018 BUDGET REQUEST

## Wastewater Facility

### 00210 - Building Maintenance

---

Building maintenance costs are for the following: grounds upkeep, fertilizer, lime, lawn mower equipment, paint, window maintenance equipment, etc.

**TOTAL REQUEST:**

**\$4,000**

### 00214 - Chemicals

---

This account is utilized for the purchase of chemicals necessary to treat the wastewater at the treatment facility. Hypochlorite is used for odor control and backup disinfection purposes. Methanol and Magnesium Hydroxide are used in the denitrification process. The coagulant is used in the secondary treatment process.

The wastewater facility consumes the following amounts of chemical:

Chemical	Cost	Amount/Day	# of Days	Total
Coagulant	5.80 /gal	45 gals/day	120	\$ 31,320.00
Hypochlorite	1.20 /gal	17 gals/day	365	\$ 7,446.00
Methanol	1.55 /gal	45 gals/day	210	\$ 14,647.50
Magnesium Hydroxide	\$3.65 /gal	10 gals/day	155	\$ 5,657.50
Magnesium Hydroxide	\$3.65 /gal	40 gals/day	210	\$ 30,660.00
<b>Total</b>				<b>\$ 89,731.00</b>

**TOTAL REQUEST:**

**\$89,740**

### 00218 - Clothing Maintenance

---

This account covers the expense of obtaining work clothing and shoes. Presently, each employee in the Laborer's Union is paid \$850 annually for such purchases and the NEARI employees are paid \$350 annually. This account also includes shop rags, safety clothing

**TOTAL REQUEST:**

**\$3,200**

### 00242 - Heating Fuel

---

This account is utilized for heating of the operations building and Water Street pumping station and also fuel for the emergency generator. The account is decreasing due to new thermostats and circulators.

**TOTAL REQUEST:**

**\$27,500**

FY2018 BUDGET REQUEST  
Wastewater Facility

00938 - Tipping Fees

This account covers the cost of sludge disposal.

Average trips per week	5.5
Average tons per trip	1.05

Disposal Cost

<u>Month</u>	<u>Dry Tons</u>	<u>Cost Per Ton</u>	<u>Total Cost</u>
July 2017 to March 2018	208	\$ 436.53	\$ 90,754.59
April 2018 to June 2018	69	\$ 451.81	\$ 31,310.43
	277		\$ 122,065.02

Transportation Cost

<u>Month</u>	<u>Loads</u>	<u>Cost Per Load</u>	<u>Total Cost</u>
July 2017 to March 2018	198	\$ 286.88	\$ 56,802.24
April 2018 to June 2018	66	\$ 296.92	\$ 19,596.72
	264		\$ 76,398.96

TOTAL REQUEST: \$198,464

00940 - Materials and Supplies

This account is utilized for the purchase of machinery parts, hoses, and office supplies, etc. Equipment is aging and increasing parts replacement may become necessary. Additionally, all parts for the UV disinfection unit are from this account. It should be noted that purchases made from this account enable in-house personnel to conduct tasks, which would normally be contracted out.

TOTAL REQUEST: \$25,000

6/29/2017



**FY2018 BUDGET REQUEST**  
Wastewater Facility

**00943 - Capital Outlay**

---

The capital requirement is as follows:

	<u>Qty</u>	<u>Each</u>	<u>Total</u>
Grinder Pumps	2	\$ 4,000	\$ 8,000
Scum Pump	1	\$ 40,000	\$ 40,000
Boiler	1	\$ 100,000	\$ 100,000
	0	\$ -	\$ -
	0	\$ -	\$ -
	0	\$ -	\$ -
			<u>\$148,000.00</u>

**TOTAL REQUEST: \$148,000**

---

**0000 - Debt Service**

---

This account covers debt service issued under the RI Infrastructure Bank for the Sewer Expansion Program and the upgrade of the sewer plant. The following number reflects principal, interest and associated fees.

**TOTAL REQUEST: \$2,746,893**

**EXPENDITURE GRAND TOTAL**

**\$4,243,826**

6/29/2017



# Legal Notices



## NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH

Notice is hereby given that the Town Council will hold a Public Hearing on **Monday, August 28, 2017 at 7:00 p.m.** at Town Hall, 125 Main Street, to review the Sewer Budget for fiscal year 2018 in the amount of \$4,243,826 and a user rate of \$12.06 per 100 cubic feet.

Individuals requesting interpreter services must notify the Town Clerk's office at (401) 886-8604 via RI Relay #711 or in writing, at least 48 hours in advance of the hearing date.

By Order of the Town Council

**LEIGH A. CARNEY, CMC  
TOWN CLERK**

## NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH TOWN COUNCIL

Notice is hereby given that the following named have made application for a **NEW SECOND HAND DEALER** License in accordance with the provisions of Chapter 138 of the Code of the Town of East Greenwich.

**1164 Douglas Ave LLC  
575 Main Street  
East Greenwich RI 02818**

Said application will be in order for hearing **MONDAY, August 28, 2017 at 7:00 P.M.** in the **Swift Community Center, 121 Peirce Street, East Greenwich**, when remonstrants will be heard.

By order of said Board.

**LEIGH A. CARNEY, CMC  
TOWN CLERK**

**McGOWAN, BARBARA, estate:**  
Administration Petition; for hearing August 17, 2017.

Individuals requiring interpreter services should contact the Town Clerk's office at (401) 886-8606 via RI Relay #711 (800-745-5555 TTY) or in writing at least 48 hours before the hearing.

**DIANNE POTTER  
DEPUTY TOWN CLERK**

## STATE OF RHODE ISLAND PROBATE COURT OF THE TOWN OF EAST GREENWICH

### NOTICE

**DAYIAN, HOSANNAH H. DAYIAN a/k/a ANNE H. DAYIAN, estate:**

Danica A. Iacoi of the Town of East Greenwich and Daryl E. Dayian of the City of Providence have qualified as Co-Executors; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**HUANG, TING-RU, estate:**  
Daria Lei Huang of Boston, MA and Stephanie Ying Huang of New York, NY, appointing Renee A. R. Evangelista, Esq. of the City of Providence as their agent in Rhode Island, have qualified as Co-Executors; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**JOHNSON, VIRGINIA P., estate:**

Carl J. A. Hurtubise of the Town of East Greenwich has qualified as Executor; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**MARKARIAN, SHNORICK, estate:**

Robert A. Markarian of the Town of East Greenwich has qualified as Executor; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

### Warrant

On Aug. 10 at 7:35 p.m., police arrested Brandon Levasseur, 29, of 389 Glen Woof Ave., Pawtucket, on the strength of a bench warrant issued by the Family Court. The arrest was made following a motor vehicle stop on East Avenue in Warwick.

On Aug. 11 at 2:07 a.m., police arrested Roberto Torres, 26, of 156 Adelaide Ave., Providence, for an affidavit-arrest warrant out of the Providence Police Department. The arrest was made following a motor vehicle stop on Route 95 in West Greenwich.

On Aug. 11 at 3:15 p.m., police arrested Chad Sherman, 23, of 65 West Shannock Road, Richmond, on an affidavit and arrest warrant out of the Wickford State Police barracks. The arrest was made following a barracks investigation.

On Aug. 11 at 8:45 p.m., police arrested Christopher Flanagan, 21, of 72 Bridgeham St., for one count of larceny. The arrest was made following a barracks investigation.

## COURT LOG

*The following cases were heard on Aug. 8 in Third District Court, Warwick.*

### Assault

Matthew Beatty, 26, of 68 Colburn Road, Milford, N.H., was originally arraigned with no plea to domestic simple assault and disorderly conduct. Although he was released on \$1,000 personal recognizance, he did not attend his latest arraignment hearing. A bench warrant has been subsequently issued against Beatty, as well as a no contact order.

Brooke Bishop, 38, of 629 Camp Ave., North Kingstown, originally pleaded not guilty to domestic simple assault and disorderly conduct. She was released on \$2,000 personal recognizance and was scheduled to appear for a pretrial hearing on Aug. 15. A no contact order has also been issued against Bishop.

Page 54 of 100



Legal Notices

## COURT LOGS



### NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH

Notice is hereby given that the Town Council will hold a Public Hearing on **Monday, August 28, 2017 at 7:00 p.m.** at Town Hall, 125 Main Street, to review the Sewer Budget for fiscal year 2018 in the amount of \$4,243,826 and a user rate of \$12.06 per 100 cubic feet.

Individuals requesting interpreter services must notify the Town Clerk's office at (401) 886-8604 via RI Relay #711 or in writing, at least 48 hours in advance of the hearing date.

By Order of the Town Council

**LEIGH A. CARNEY, CMC  
TOWN CLERK**

*The following cases were heard on Aug. 15 in Third District Court, Warwick. All persons named are presumed innocent until proven guilty.*

#### Disorderly conduct

Jennifer M. Attack, 45, of 72 Gough Ave., Apt. 44, West Warwick, originally pleaded not guilty to domestic disorderly conduct, vandalism, and violating a no contact order. Although she was released on \$10,000 personal recognizance, Attack was held without bail after not attending her latest hearing. A no contact order has been issued against her.

Ladan Tehrani, 59, of 3 New Lexington Road, North Kingstown, originally pleaded not guilty to disorderly conduct. The charge was dismissed after the victim did not wish to proceed.

#### Assault

Brooke Bishop, 38, of 629 Camp Ave., North Kingstown, originally pleaded not guilty to domestic simple assault and disorderly conduct. She was released on \$2,000 personal recognizance and was scheduled



to appear for a pretrial on Sept. 5. A no contact order has also been issued against Bishop.

William Burchard, 20, Brookside Drive, Kingstown, originally pleaded not guilty to domestic assault, disorderly conduct, and vandalism. He was released on \$1,000 personal recognizance and was scheduled to appear for a pretrial hearing on Aug. 28. A no contact order has been issued against Burchard.

Scott Wilson, 30, Bethany Lane, Kingstown, pleaded not guilty to domestic simple assault and disorderly conduct. He was released on \$1,000 personal recognizance and is scheduled to appear for a pretrial on Sept. 5.

#### Shoplifting

Jacob Bradley, 20, Brightman Hills Road, Valley, originally pleaded not guilty to misdemeanor shoplifting and conspiracy. The charge was dismissed after he completed 50 hours of

1.40%APY

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**An ordinance to amend the Code of the Town of East Greenwich, Chapter 15 Alcoholic Beverages, Section 15-4 to extend the time employees shall leave the licensed premises after the legal closing hour and to add the requirement for filing a certificate of insurance and maintaining general liability insurance (SECOND READING).**

2. Submitted by (List department and individual, if necessary)  
**Town Clerk**

3. Provide a brief description of the item and why it is on the agenda  
**Restaurant owners have requested an extension of time to allow employees to stay one full hour after the legal closing time, instead of one half hour.**

**General Assembly passed S0373A related to insurance.**

4. Contact person and phone number for questions  
**Leigh Carney 401-886-8604**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Ordinance	Ordinance
<input type="checkbox"/> Advertisement 1	Backup Material
<input type="checkbox"/> Advertisement 2	Backup Material



AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF EAST GREENWICH, CHAPTER 15 THEREOF, ENTITLED "ALCOHOLIC BEVERAGES", SECTION 15-4, "LIQUOR LICENSE REGULATIONS."

The Town Council of the Town of East Greenwich hereby ordains:

Section 1. Section 15-4 of Chapter 15 Alcoholic Beverages, of the Code of the Town of East Greenwich, is hereby amended to extend the time in which employees shall leave the licensed premises after the legal closing time and to add the requirement of filing a certificate of insurance and maintaining general liability insurance as a condition:

**§ 15-4 Liquor license regulations.**

**[Amended 4-26-1994 by Ord. No. 609; 8-11-1998 by Ord. No. 661]**

A. The conditions and regulations for obtaining and maintaining a liquor license in the Town are as follows:

- (1) (9) All patrons shall leave the licensed premises not later than 20 minutes after 1:00 a.m. All employees shall leave the licensed premises within ~~1/2~~ one hour after the legal closing time. However, the owner, general managers and/or staff of any establishment may enter or be in a licensed establishment at any time for a legitimate business purpose; provided, however, that the owner or general managers obtain prior written approval from the Town Council or its designee, who shall notify the Police Department. Management and bona fide employees may not consume alcoholic beverages after the legal closing time nor before the legal opening time. No employee shall be allowed on the premises earlier than two hours before the legal opening time and, during this period, there shall be no consumption of alcoholic beverages. The Town Council or its designee may authorize additional hours for maintenance purposes upon written application and after conducting a hearing thereon. In the event of extenuating circumstances (emergency) that occur after the normal business hours, the licensee may request an extension of time for cleaning and/or maintenance purposes from the commanding officer on duty at the Police Department. Such extension, if granted, shall be for a specific time. No one, other than employees, on-duty police and enforcement personnel shall be admitted to the premises after the required closing time (1/2 hour after the legal closing time) nor before the legal opening time.

(31) Effective August 1, 2017, any applicant or holder of a retail license for the sale of alcoholic beverages, except for those holders of class F liquor licenses, to file a certificate of insurance and maintain commercial general liability insurance as a condition of holding a retail license. Insurance coverage shall be no less than three hundred thousand dollars (\$300,000).

Section 2. This ordinance shall become effective upon adoption.



**NOTICE OF PUBLIC HEARING  
TOWN OF EAST GREENWICH  
TOWN COUNCIL**

**PROPOSED ORDINANCE AMENDMENT  
ALCOHOLIC BEVERAGES  
AUGUST 28, 2017  
7:00PM**

**SWIFT COMMUNITY CENTER, 121 PIERCE STREET**

The Town Council will hold a Public Hearing on Monday, August 28, 2017 at 7:00 PM at Swift Community Center, 121 Pierce Street, East Greenwich, RI relative to a proposed ordinance in amendment to Chapter 15 Alcoholic Beverages (as amended) amending Section 15-4 Liquor license regulations.

**§ 15-4 Liquor license regulations.**

A. The conditions and regulations for obtaining and maintaining a liquor license in the Town are as follows:

(1) (9) All patrons shall leave the licensed premises not later than 20 minutes after 1:00 a.m. All employees shall leave the licensed premises within  $\frac{1}{2}$  one hour after the legal closing time. However, the owner, general managers and/or staff of any establishment may enter or be in a licensed establishment at any time for a legitimate business purpose; provided, however, that the owner or general managers obtain prior written approval from the Town Council or its designee, who shall notify the Police Department. Management and bona fide employees may not consume alcoholic beverages after the legal closing time nor before the legal opening time. No employee shall be allowed on the premises earlier than two hours before the legal opening time and, during this period, there shall be no consumption of alcoholic beverages. The Town Council or its designee may authorize additional hours for maintenance purposes upon written application and after conducting a hearing thereon. In the event of extenuating circumstances (emergency) that occur after the normal business hours, the licensee may request an extension of time for cleaning and/or maintenance purposes from the commanding officer on duty at the Police Department. Such extension, if granted, shall be for a specific time. No one, other than employees, on-duty police and enforcement personnel shall be admitted to the premises after the required closing time ( $\frac{1}{2}$  hour after the legal closing time) nor before the legal opening time.

(31) Effective August 1, 2017, any applicant or holder of a retail license for the sale of alcoholic beverages, except for those holders of class F liquor licenses, to file a certificate of insurance and maintain commercial general liability insurance as a condition of holding a retail license. Insurance coverage shall be no less than three hundred thousand dollars (\$300,000).

All interested persons are invited to attend the Public Hearing and be heard. Modifications to the proposed amendment may occur as a result of comments received during the hearing process.

Individuals requesting interpreter services for the hearing impaired must notify the Town Clerk at (401) 886-8604 via RI Relay #711 (800-745-5555 TTY) or in writing, at least seventy-two (72) hours in advance of the hearing date.

**By Order of the Town Council**

**Leigh A. Carney, CMC  
Town Clerk**



# NEWS

## NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH TOWN COUNCIL

### PROPOSED ORDINANCE AMENDMENT ALCOHOLIC BEVERAGES

AUGUST 28, 2017

7:00PM

SWIFT COMMUNITY CENTER, 121 PIERCE STREET

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#### § 15-4 Liquor license regulations.

A. The conditions and regulations for obtaining and maintaining a liquor license in the Town are as follows:

(1) (9) All patrons shall leave the licensed premises not later than 20 minutes after 1:00 a.m. All employees shall leave the licensed premises within  $\frac{1}{2}$  one hour after the legal closing time. However, the owner, general managers and/or staff of any establishment may enter or be in a licensed establishment at any time for a legitimate business purpose; provided, however, that the owner or general managers obtain prior written approval from the Town Council or its designee, who shall notify the Police Department. Management and bona fide employees may not consume alcoholic beverages after the legal closing time nor before the legal opening time and, during this period, there shall be no consumption of alcoholic beverages. The Town Council or its designee may authorize additional hours for maintenance purposes upon written application and after conducting a hearing thereon. In the event of extenuating circumstances (emergency) that occur after the normal business hours, the licensee may request an extension of time for cleaning and/or maintenance purposes from the commanding officer on duty at the Police Department. Such extension, if granted, shall be for a specific time. No one, other than employees, on-duty police and enforcement personnel shall be admitted to the premises after the required closing time ( $\frac{1}{2}$  hour after the legal closing time) nor before the legal opening time.

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By Order of the Town Council

Leigh A. Carney, CMC  
Town Clerk

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Application for a NEW Second Hand Dealer License for 1164 Douglas Ave LLC,  
575 Main Street.**

2. Submitted by (List department and individual, if necessary)  
**Town Clerk**

3. Provide a brief description of the item and why it is on the agenda  
**Inspections completed, taxes current, all administrative requirements have been met.**

**RIGL Chapter 5-21**

**Code Chapter 138**

4. Contact person and phone number for questions  
**Elaine Vespia, Town Clerk's Office 401-886-8603**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Application Form	Application
<input type="checkbox"/> Advertisement	Backup Material





**Town of East Greenwich, Rhode Island**

Town Clerk's Office, 125 Main Street, PO Box 111, East Greenwich, RI 02818  
(401) 886-8605

**SECOND HAND DEALER APPLICATION**

Application Fee: \$10.00 (first time application only)

License Fee: \$25.00

License to be renewed annually by May 1

Application is hereby made for a license to keep a shop for the reception, purchasing, selling and dealing in second hand articles.

NAME OF APPLICANT Domenic Gianfrancesco DATE OF BIRTH 6/16/1983  
RESIDENT ADDRESS 109 High Service Ave North Providence 02911 PHONE # 401-556-0221  
NAME OF BUSINESS 1164 Douglas Ave, LLC  
BUSINESS ADDRESS 575 main st. East Greenwich RI PHONE # 401-556-0221  
BUSINESS E-MAIL ADDRESS D66083@gmail.com

IF INCORPORATED FILL IN THE FOLLOWING INFORMATION:

PRESIDENT: Domenic Gianfrancesco ADDRESS: 109 High Service Ave 02911  
VICE PRESIDENT: Anthony Gianfrancesco ADDRESS: 76 superior view 02911  
SECRETARY: \_\_\_\_\_ ADDRESS: \_\_\_\_\_  
TREASURER: \_\_\_\_\_ ADDRESS: \_\_\_\_\_

I HEREBY MAKE AFFIDAVIT AND SAY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, THE APPLICANT IS IN COMPLIANCE WITH ALL LAWS AND REGULATIONS OF THE UNITED STATES, AND THE STATE OF RHODE ISLAND AND IS IN COMPLIANCE WITH ALL THE ORDINANCES OF THE TOWN OF EAST GREENWICH.

SIGNATURE [Signature] DATE 7/24/17

MAIL TO: TOWN CLERK'S OFFICE  
PO BOX 111  
EAST GREENWICH, RI 02818

REFERENCE RI GENERAL LAW 5-21-1

**Office Use Only**

Date Approved by Council:	Date License Issued:
Fee Paid: <u>\$ 35.00 7/26/17 Emu</u>	Date License Expires:
License Issued By:	



# Legal Notices



## NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH

Notice is hereby given that the Town Council will hold a Public Hearing on **Monday, August 28, 2017 at 7:00 p.m.** at Town Hall, 125 Main Street, to review the Sewer Budget for fiscal year 2018 in the amount of \$4,243,826 and a user rate of \$12.06 per 100 cubic feet.

Individuals requesting interpreter services must notify the Town Clerk's office at (401) 886-8604 via RI Relay #711 or in writing, at least 48 hours in advance of the hearing date.

By Order of the Town Council

**LEIGH A. CARNEY, CMC  
TOWN CLERK**

## NOTICE OF PUBLIC HEARING TOWN OF EAST GREENWICH TOWN COUNCIL

Notice is hereby given that the following named have made application for a **NEW SECOND HAND DEALER** License in accordance with the provisions of Chapter 138 of the Code of the Town of East Greenwich.

**1164 Douglas Ave LLC  
575 Main Street  
East Greenwich RI 02818**

Said application will be in order for hearing **MONDAY, August 28, 2017 at 7:00 P.M.** in the **Swift Community Center, 121 Peirce Street, East Greenwich**, when remonstrants will be heard.

By order of said Board.

**LEIGH A. CARNEY, CMC  
TOWN CLERK**

**McGOWAN, BARBARA, estate:**  
Administration Petition; for hearing August 17, 2017.

Individuals requiring interpreter services should contact the Town Clerk's office at (401) 886-8606 via RI Relay #711 (800-745-5555 TTY) or in writing at least 48 hours before the hearing.

**DIANNE POTTER  
DEPUTY TOWN CLERK**

## STATE OF RHODE ISLAND PROBATE COURT OF THE TOWN OF EAST GREENWICH

### NOTICE

**DAYIAN, HOSANNAH H. DAYIAN a/k/a ANNE H. DAYIAN, estate:**

Danica A. Iacoi of the Town of East Greenwich and Daryl E. Dayian of the City of Providence have qualified as Co-Executors; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**HUANG, TING-RU, estate:**  
Daria Lei Huang of Boston, MA and Stephanie Ying Huang of New York, NY, appointing Renee A. R. Evangelista, Esq. of the City of Providence as their agent in Rhode Island, have qualified as Co-Executors; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**JOHNSON, VIRGINIA P., estate:**

Carl J. A. Hurtubise of the Town of East Greenwich has qualified as Executor; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

**MARKARIAN, SHNORICK, estate:**

Robert A. Markarian of the Town of East Greenwich has qualified as Executor; creditors must file their claims in the office of the probate clerk within the time required by law beginning August 3, 2017.

### Warrant

On Aug. 10 at 7:35 p.m., police arrested Brandon Levasseur, 29, of 389 Glen Woof Ave., Pawtucket, on the strength of a bench warrant issued by the Family Court. The arrest was made following a motor vehicle stop on East Avenue in Warwick.

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## COURT LOG

*The following cases were heard on Aug. 8 in Third District Court, Warwick.*

### Assault

Matthew Beatty, 26, of 68 Colburn Road, Milford, N.H., was originally arraigned with no plea to domestic simple assault and disorderly conduct. Although he was released on \$1,000 personal recognizance, he did not attend his latest arraignment hearing. A bench warrant has been subsequently issued against Beatty, as well as a no contact order.

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## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**East Greenwich Drug Program 2016-2017 End of Year Report**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**Robert Houghtaling 401-230-2246**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> PPT	Backup Material
<input type="checkbox"/> EG Drug Program EOY Report	Backup Material

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# *Town of East Greenwich Drug Program*

*2016-2017 End of Year Report  
Bob Houghtaling*



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*2016-2017 End of Year Report*

# ***OVERVIEW***



August 28, 2017

8/28/2017

Page 65 of 100

# *Substance Abuse Coordinator*

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- *Introduction*
- *Role*
- *Did you know?*



# *Client Statistics* (7/1/2016 – 6/19/2016)

## **Client Contacts**

- ❑ *Total Clients Seen.....178*
- ❑ *Clients Under Age 18 .....81*
- ❑ *Clients 18-21.....12*
- ❑ *Clients Over Age 21.....85*

## **Client Concerns Below 18**

- ❑ *Alcohol (Primary).....11*
- ❑ *Drugs (Primary – non Prescription).....31*
- ❑ *Prescription Medications.....3*
- ❑ *Mental Health.....36*



# *Client Statistics* (7/1/2016 – 6/19/2016)

## **Client Concerns 18 - 21**

- ❑ *Alcohol (Primary).....3*
- ❑ *Drugs (Primary – non Prescription).....2*
- ❑ *Prescription Medications.....3*
- ❑ *Mental Health.....2*
- ❑ *SDI/Community Service.....4*

## **Client Concerns Over 21**

- ❑ *Parent Support.....66*
- ❑ *Alcohol (Primary).....4*
- ❑ *Prescription Medications.....3*
- ❑ *Drugs (Primary – non Prescription).....5*
- ❑ *Mental Health.....7*





# *Client Statistics* (7/1/2016 – 6/19/2016)

## **Major Concerns**

- ❑ *Alcohol (Primary).....18*
- ❑ *Drugs (Total).....45*
- ❑ *Mental Health.....45*
- ❑ *Parent Support.....66*
- ❑ *SDI/Community Service.....4*

## **Referral Sources**

- ❑ *Police/Hearing Board.....17*
- ❑ *Schools.....18*
- ❑ *Court.....8*
- ❑ *Parents.....87*
- ❑ *Self.....39*
- ❑ *Town Officials.....1*
- ❑ *Other Therapist.....8*



# *Client Statistics (7/1/2016 – 6/19/2016)*

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## *Referral for Services*

- ❑ *In-Patient (All Adults).....5*
- ❑ *Out-Patient (13 Youth).....25*
- ❑ *Hospital (All Adults).....4*
- ❑ *DCYF.....3*



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*2016-2017 End of Year Report*

# ***PREVENTION INITIATIVES***

***7/1/2016 – 6/17/2017***



August 28, 2017

8/28/2017

Page 71 of 100

# *Prevention Initiatives (7/1/2016 – 6/19/2016)*

- ❑ *Youth to Youth Summer Conference (45 Attendees)*
- ❑ *Safety Town – Assist*
- ❑ *After Prom – Assist*
- ❑ *Meet the Candidates Program – Civic Action Club*
- ❑ *Indigenous People Presentation – Civic Action Club*
- ❑ *Philosophy Club – Advise*
- ❑ *Dead Poets – Advise*
- ❑ *Teen Center - Coordinate*
- ❑ *Youth to Youth Club - Advise*
- ❑ *SADD Club – Assist/Advise*
- ❑ *Character Education – Eldredge*
- ❑ *Character Education – Hanaford*
- ❑ *Welcome Freshman – Present*
- ❑ *ScreenAgers – Parent Panel/Forum*
- ❑ *Cole Health Presentations.....6*
- ❑ *Cole Advisory.....13*
- ❑ *High School Class Presentation.....3*



# *Prevention Initiatives (7/1/2016 – 6/19/2016)*

- ❑ *Assist-Marijuana Forum – Mr. Petrucci*
- ❑ *Community Forums Re: Drugs .....4*
- ❑ *Community Forums Re: Alcohol.....1*
- ❑ *Community Forums Re: Social Justice.....2*
- ❑ *Pendulum Articles.....9*
- ❑ *Advise Students for Senior Project.....3*
- ❑ *Liaison to CWC*
- ❑ *Liaison to Juvenile Hearing Board*
- ❑ *High School Health Fair – Co-Coordinate*
- ❑ *International Day of Peace – Co-Facilitate*
- ❑ *Women’s March – Attend with Students*
- ❑ *March for Science – Attend*
- ❑ *Restorative Practice Training – Teen Center*
- ❑ *Fezziwig Society*



# *Prevention Initiatives (7/1/2016 – 6/19/2016)*

- ❑ *Wall of Honor – Chair*
- ❑ *Statewide Opioid Forum – Bristol*
- ❑ *3 Field Trips – Mixed Magic Theater*
- ❑ *Support Mindfulness Program at High School*
- ❑ *Present to Cole PTG*
- ❑ *6-Time Presenter on the John Tassoni Show*
- ❑ *Ongoing Podcast Series*
- ❑ *Assist Cole Resource Class*
- ❑ *Assist/Monitor Safe Driving Initiative*
- ❑ *Assist/Present Abraham's Tent*
- ❑ *Club Fair High School*
- ❑ *Assist URI School of Pharm Presentations – High School*
- ❑ *CWC Parent Training Session*
- ❑ *Assist Wellness Committee – Youth Summit Discussion*
- ❑ *Assist/Write CWC and Academy Foundation Websites*



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*2016-2017 End of Year Report*

# ***TEEN CENTER***

***7/1/2016 – 6/17/2017***



# *Teen Center (7/1/2016 – 6/19/2016)*

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*Total (Friday Evenings).....44*

- ❑ Movie Nights.....2*
- ❑ Special Events (walk, dinners, etc.).....6*
- ❑ Mixed Magic Theater.....3*
- ❑ Earth Day Clean up.....1*

*Total Teen Center Events.....56*





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*2016-2017 End of Year Report*

# ***RECENT AND UP AND COMING EVENTS***



August 28, 2017

8/28/2017

Page 77 of 100

# *Recent and Up and Coming Events*

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- ❑ *June, 2017 – Assist/Present Safety Town*
- ❑ *July 28-31, 2017 – Youth to Youth Eastern States Conference*
- ❑ *August, 2017 – Milk and Cookies Event*
- ❑ *September 14, 2017 – Opioid Forum*
- ❑ *October 3, 2017 – Milk and Cookies Follow-up*
- ❑ *TBA – Teen Center Staff Training*



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*2016-2017 End of Year Report*

# ***RESPONSE TO THE OPIOID CRISIS***



August 28, 2017

8/28/2017

Page 79 of 100

# *Response to the Opioid Crisis*

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- *Initiatives – Forums*
  - ❖ *12/1/2016 – Unscripted*
  - ❖ *3/2/2017 – What's Next*
  - ❖ *4/27/2017 – An Ounce of Prevention*
  - ❖ *9/14/2017 – Four Legs to Stand On*
- *URI School of Pharmacy/High School Program*
- *The Big Picture*



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*2016-2017 End of Year Report*

# ***FUTURE CONSIDERATIONS***



August 28, 2017

8/28/2017

Page 81 of 100

# *Future Considerations*

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- ❑ *Programs/Conferences*
- ❑ *Community Forums*
- ❑ *Parent Awareness*
- ❑ *Potential Partnerships – New England Tech*
- ❑ *One Town: Student Leadership Initiative*



# *Reflections*

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## **The Windowsill**

Everyone they are sleeping  
The evening's so very still  
It's three o'clock in the morning  
As I stand before the sill  
You didn't come home today  
Or the two before  
While the doors have all been locked  
I'll wait up at least till four

--R. Houghtaling 401-230-2246



# East Greenwich Drug Program 2016-2017 End of Year Report

The East Greenwich Drug Program concludes the 2016-2017 year on June 30<sup>th</sup>. This report will provide detail pertaining to activities/services offered over the year's course. Significant emphasis will be placed on client based statistics, as well as, a compilation of prevention/education initiatives.

## CLIENT STATISTICS

### **Client Contacts**

Total Clients Seen .....	178
Clients Under Age 18 .....	81
Clients 18-21 .....	12
Clients Over Age 21 .....	85

### **Client Concerns Below 18**

Alcohol (Primary) .....	11
Drugs (Primary-non Prescription) .....	31
Prescription Medications .....	3
Mental Health .....	36

### **Client Concerns 18-21**

Alcohol (Primary) .....	3
Drugs (Primary) .....	2
Prescription Medications .....	1
Mental Health .....	2
SDI/Community Service .....	4

### **Client Concerns Age 21 & Over**

Parent Support .....	66
Alcohol .....	4
Prescription Medications .....	3
Drugs (Non-Prescription) .....	5
Mental Health .....	7

### **Major Concerns**

Alcohol .....	18
Drugs (Total) .....	45
Mental Health .....	45
Parent Support .....	66
SDI/Community Service .....	4

### **Referral Sources**

Police/Hearing Board .....	17
Schools .....	18
Court .....	8
Parents .....	87
Self .....	39
Town Officials .....	1
Other Therapist .....	8



## REFERRAL FOR SERVICES

In-Patient (All Adults) .....	5
Out-Patient (13 Youth).....	25
Hospital (All Adults).....	4
DCYF .....	3

## PREVENTION INITIATIVES

- Youth to Youth Summer Conference- 45 Attended
- Safety Town – Assist
- After Prom – Assist
- Meet the Candidates Program – Civic Action Club
- Indigenous People Presentation – Civic Action Club
- Philosophy Club – Advise
- Dead Poets – Advise
- Civic Action Club – Advise
- Teen Center – Coordinate
- Youth to Youth Club – Advise
- SADD Club – Assist/Advise
- Character Education – Eldredge
- Character Education – Hanaford
- Welcome Freshman – Present
- ScreenAgers – Parent Panel/Forum
- Cole Health Presentations – 6
- Cole Advisory –13
- High School Class Presentations – 3
- Assist Marijuana Forum – Mr. Petrucci
- Community Forums Re: Drugs – 4
- Community Forums Re: Alcohol–1
- Community Forums Re: Social Justice – 2
- Pendulum Articles – 9
- Advise 3 Students – Senior Project
- Liaison to CWC
- Liaison to Juvenile Hearing Board
- High School Health Fair – Co-Coordinate
- International Day of Peace – Co-Facilitate
- Women’s March – Attend with Students
- March for Science – Attend
- Restorative Practice Training – Teen Center
- Fezziwig Society

- Wall of Honor – Chair
- Statewide Opioid Forum – Bristol
- 3 Field Trips – Mixed Magic Theater
- Support Mindfulness Program at High School
- Present to Cole PTG
- 6 -Time Presenter on the John Tassoni Show
- Ongoing Podcast Series
- Assist Cole Resource Class
- Assist/Monitor Safe Driving Initiative
- Assist/Present Abraham's Tent
- Club Fair High School
- Assist URI School of Pharm Presentations – High School
- CWC Parent Training Session
- Assist Wellness Committee – Youth Summit Discussion
- Assist/Write CWC and Academy Foundation Websites

### TEEN CENTER

<b>Total (Friday Evenings) .....</b>	<b>44</b>
Movie Nights .....	2
Special Events .....	6
(Walk, Community Dinners, Pizza Nights)	
Mixed Magic Theater .....	3
Earth Day Clean up .....	1
<b>Total Teen Center Events .....</b>	<b>56</b>

### UP AND COMING EVENTS

June 2017 – Assist/Present Safety Town

July 28-31, 2017 – Youth to Youth Eastern States Conference

TBA – Teen Center Staff Training

It should be noted that this report was completed June 17, 2017. An additional 11 clients were seen before the offering of public purview June 23rd. Any individuals seen after the 23rd will be added to next year's report.

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Discussion regarding claims processing policy**
2. Submitted by (List department and individual, if necessary)  
**Legal**
3. Provide a brief description of the item and why it is on the agenda  
**Continued from August 7, 2017.**  
**RIGL 45-15-5**  
**RIGL 45-15-8**  
**RIGL 45-15-9**  
**RIGL 45-15-10**  
**RIGL 45-15-11**
4. Contact person and phone number for questions  
**David D'Agostino 647-1400**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Claims Procedures	Backup Material

## **TOWN OF EAST GREENWICH** **CLAIMS PROCEDURE PROCESS**

Reference: RIGL §§ 45-15-5; 45-15-8; 45-15-9; and, 45-15-10

### **Claims for Property Damage from Roads/Bridges**

All claims shall be presented to the Town Council, which shall consider the matter at a Council meeting under New Business. The Council shall not be compelled or required to take any action or any vote on the matter.

For all claims involving property damages allegedly incurred upon town highways or bridges, the claimant shall provide to the Town Manger information sufficient to substantiate the basis of the claim(s). This information should include, but is not required to include: accident report(s); photographs; police report(s); damage/repair estimate(s); invoice(s) for repairs incurred; and such other information as would be helpful to the Council in evaluating the claim(s).

The Town Solicitor shall notify the claimant(s) of the result of any Council action (i.e. vote taken to approve, deny) or non-action (in the case of no vote) on any claim submitted.

### **Claims for Personal Injuries (non-property-related damages)**

All claims shall be presented to the Town Council, which shall consider the matter at a Council meeting under New Business. The Council shall not be compelled or required to take any action or any vote on the matter.

For all claims involving personal injuries or other tort-based or contract-based claims, the claimant shall provide to the Town Manger information sufficient to substantiate the basis of the claim(s). This information should include any information the claimant believes supports his/her claim(s). All personal medical information shall be held in confidence under applicable HIPAA regulations and will not be distributed publicly to the Council.

The Town Solicitor shall notify the claimant(s) of the result of any Council action (i.e. vote taken to approve, deny) or non-action (in the case of no vote) on any claim submitted.

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Application for a NEW Victualing License for Boxed Lunch LLC d/b/a Boxed Lunch, 591 Main Street.**
2. Submitted by (List department and individual, if necessary)  
**Town Clerk**
3. Provide a brief description of the item and why it is on the agenda  
**Retail food store requires a victualing license approved by Town Council. Pending final approval by Fire Marshal.**

### **RIGL Chapter 5-24**

4. Contact person and phone number for questions  
**Elaine Vespia, Town Clerk's Office 401-886-8603**

#### ATTACHMENTS:

Description	Type
<input type="checkbox"/> Application	Application



17 AUG 18 PM 1:35

**Town of East Greenwich, Rhode Island**

Town Clerk's Office, 125 Main Street, PO Box 111, East Greenwich, RI 02818  
(401) 886-8605

**APPLICATION FOR VICTUALING LICENSE**

**DECEMBER 1, 2016 to NOVEMBER 30, 2017**

(Pursuant to provisions of RIGL Section 5-24-1)

☐

RENEWAL

☒

NEW

BUSINESS NAME Boxed Lunch LLC

(D/B/A) Boxed Lunch

LOCATION OF BUSINESS 591 Main Street

BUSINESS ADDRESS (If different than location) \_\_\_\_\_

TELEPHONE 401-536-2779 HOURS OF OPERATION 8am-7pm

SOLE PROPRIETOR (PRINT NAME, ADDRESS AND DATE OF BIRTH):

NAME

ADDRESS

DATE OF BIRTH

CORPORATIONS/PARTNERSHIPS (PRINT NAME, ADDRESS AND DATE OF BIRTH of all partners or principal officers and stockholders):

NAME

ADDRESS

DATE OF BIRTH

DENNIS TANNOTH

131 FARM HILL AVE UNIT 19 PROVIDENCE, RHODE ISLAND 02911

10/03/1976

DESCRIBE TYPE OF OPERATION (Restaurant, Bakery, etc.): RETAIL FOOD

Is your operation and storage area all on one floor? Yes ☒ No ☐

Seating capacity 20 No. of Dining Rooms 0 No. of Kitchens 1

RI RETAIL SALES TAX PERMIT NO. 2-0934-9611

I HEREBY CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

SIGNATURE OF APPLICANT: Dennis Tannoth DATE: 08/18/17

**NOTE:** INSPECTIONS BY THE RI HEALTH DEPT, BUILDING INSPECTOR AND FIRE MARSHAL ARE REQUIRED. NO ACTIVITY WILL BE AUTHORIZED UNTIL SATISFACTORY CERTIFICATES ARE OBTAINED. ALL TAXES MUST BE PAID.

(A victualing house is a business where food is prepared and/or consumed on the premises.)

Office Use Only

Date Approved by Council:	Date License Issued:
Fee Paid: \$75.00	Date License Expires:
Extended Hours (1 AM – 4 AM) \$100.00	
License Issued By:	

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**An ORDINANCE in amendment of the Code of the Town of East Greenwich, Chapter 260 Zoning (as amended) to add Article XX "Solar Photovoltaic Systems", and to amend Section 260-62, Plan Review, Subsection C-3. (FIRST READING AND INTRODUCTION)**
2. Submitted by (List department and individual, if necessary)  
**Planning**
3. Provide a brief description of the item and why it is on the agenda  
**The RI Office of Energy Resources has invited East Greenwich to participate in the Fall, 2017 round of "Solarize RI" communities. Solarize Rhode Island seeks to expand the adoption of small-scale solar electricity in participating communities through a competitive tiered pricing structure that increases the savings for everyone as more home and business owners sign contracts. Once the Town signs on, everyone opting to participate is eligible for a free no-obligation site visit and quote from a pre-vetted participating solar installer. Financing options are offered and long range savings and other benefits are explained. The Town would like to be able to provide this service to our taxpayers but first, we need to accommodate solar facilities within the land development and zoning regulations. A rough first draft of such ordinance is provided for first reading. As a zoning amendment, three readings with a public hearing and recommendation from the Planning Board are required.**
4. Contact person and phone number for questions  
**Lisa Bourbonnais, Planning Director, 886-8644**

### ATTACHMENTS:

Description	Type
<input type="checkbox"/> DRAFT Ordinance	Ordinance

ORDINANCE NO.

DATE ADOPTED:

AN ORDINANCE IN AMENDMENT OF THE CODE OF THE TOWN OF EAST GREENWICH, CHAPTER 260, ZONING (as amended) TO ADD ARTICLE XX, "SOLAR PHOTOVOLTAIC SYSTEMS" AND TO AMEND SECTION 260-62, PLAN REVIEW, SUBSECTION C-3, TO INCLUDE (e) PHOTOVOLTAIC SYSTEM INSTALLATIONS.

The Town Council of the Town of East Greenwich hereby ordains:

SECTION 1. Article XX, Sections 260-119 through 260-123, are hereby ADDED to Chapter 260 Zoning, of the Code of the Town of East Greenwich, as follows:

ARTICLE XX: Solar Photovoltaic Systems

Section 260-119. Purpose and Intent

The purpose of the Ordinance is to establish protocols for the construction and operation of Solar Photovoltaic Systems in the Town of East Greenwich, subject to reasonable conditions that will protect the public health, safety, and welfare.

Section 260-120. Definitions:

*Solar Photovoltaic System (PV System):* A power system used to supply power by converting sunlight into electricity by means of photovoltaics, the conversion of light into electricity using semiconducting materials.

*Ground-mounted PV System:* a photovoltaic system that has its electricity-generating solar panels mounted on a structure, pole or series of poles constructed specifically to support the PV system and not attached to any other structure.

*Building-Mounted PV System:* a photovoltaic system that has its electricity-generating solar panels attached to any part or type of roof on a building or structure that has an occupancy permit on file with the Municipality and that is either the principal structure or an accessory structure on a recorded parcel This system also includes any solar-based architectural elements and Building Integrated Systems.

*Building-Integrated System:* A photovoltaic system that is constructed as an integral part of a principal or accessory building or structure and where the building integrated system features maintain a uniform profile or surface of vertical walls window openings and roofing. Such a system is used in lieu of a separate mechanical device replacing or substituting for an architectural or structural component of the building or structure that appends or interrupts the uniform surfaces of walls window openings and roofing. A building-integrated system may occur within vertical facades replacing view glass spandrel



glass or other facade material into semitransparent skylight systems into roofing systems replacing traditional roofing materials or other building or structure envelope systems.

*Minor PV System Installation:* a PV system installation designated to primarily service the property on which the solar installation is located with an output of 25kW or less.

*Major PV System Installation:* a PV system installation designed primarily to sell electricity to a utility supplier or a solar installation with an output exceeding 25kW or exceeding 20% of the net buildable area (i.e. the total area of the applicable lot, minus setbacks, vegetated buffers, and wetlands).

#### Section 260-121. Applicability

- A. This ordinance applies to building-mounted and ground-mounted PV systems installed and constructed after the effective date of this ordinance.
- B. PV systems constructed prior to the effective date of this Ordinance are not required to meet the requirements of this Ordinance.
- C. Any upgrade modification or structural change that materially alters the size or placement of an existing PV system shall comply with the provisions of this ordinance.

#### Section 260-122. General Requirements

*Development plan review.* Each solar PV system installation application must be reviewed by the East Greenwich Planning Board in accordance with Section A263-5.

*Location.* Ground-mounted PV system installations are strictly prohibited in the Historic District. Building-mounted or building-integrated PV systems shall be allowed with a special use permit and at the discretion of the Historic District Committee. Ground-mounted PV system installations shall be allowed in residential areas with a special use permit. Building-mounted or building-integrated PV systems shall be allowed in all zones.

*Exemptions.* Net metering solar photovoltaic installations for residential or commercial uses shall be allowed in all zoning districts as a matter of right. Nothing herein shall preclude the Town of East Greenwich from installing ground-mounted or other solar photovoltaic facilities on any town-owned or controlled property regardless of zoning district.

*Compliance with laws, ordinances and regulations.* The construction and operation of all solar photovoltaic installations shall be consistent with all applicable local, state and federal laws, ordinances, regulations and requirements, including but not limited to, all applicable safety, construction, electrical and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed and maintained in accordance with the Rhode Island Building Code.

*Building permit and building inspection.* No solar photovoltaic installation shall be constructed, installed or modified without first obtaining a building permit and shall be subject to periodic inspections as deemed necessary by the building official.

*Fees and surety.* All applicable fees, including but not limited to, a building permit fee, planning and zoning board review fees, as provided for herein or in the Code of Ordinances for the Town of East Greenwich, shall be paid and all surety bonds as required by subsection (g)(4) shall be posted, prior to the issuance of any building permits.

*Plans and surveys.* All plans related to design, construction, installation or modification of a solar photovoltaic installation shall be prepared, signed and stamped by either a professional engineer, surveyor (for property line information), or landscape architect (for landscape information) licensed to practice in the State of Rhode Island.

#### Section 260-123. Development Standards

The following standards shall apply to all applications:

##### A. MINOR PV SYSTEM INSTALLATION

A minor PV system installation is permitted in all zones, provided such solar installation:

1. Shall meet all applicable zone requirements including but not limited to lighting, setbacks, signage, and height; and
2. Shall require a building permit after submission and approval of layout and design. Any memorandum of lease, easement, or utility agreements must also be submitted for review, and shall be recorded in Land Evidence in the Town of East Greenwich upon approval; and
3. Shall be in compliance with RI State Building Code and the RI State Electrical Code

##### B. MAJOR PV SYSTEM INSTALLATION.

A major PV system installation requires, in all zones, Minor Land Development approval from the Planning Board and a Special Use Permit from the Zoning Board of Review, pursuant to Rhode Island General Law 45-23-61. If the major solar installation has an output of greater than 250kw or if it exceeds 40% of the net buildable area of the lot on which it is located, then such major solar installation shall require Major Land Development approval from the Planning Board and a Special Use Permit from the Zoning Board of Review in all zones, pursuant to Rhode Island General Law 45-23-61. A major PV system installation shall require a building permit prior to construction and adhere to the following:

1. *Design Standards-* PV system installation applications shall include the proposed site layout and any landscape changes, a diagram of electrical components, a description of the major system components to be used, an operation and maintenance plan, a decommission plan, utility approval, proof of liability insurance, and the contact information for the project contractors. Additional documents may be required by the Planning Board or by the Zoning Board of

Review. The Planning Board may waive requirements of the Land Development review process upon written request of the applicant at Pre-Application.

2. *Land Evidence*- Any memorandum of lease, easement, or utility/ distribution agreements shall be submitted with the installation application and shall be recorded in Land Evidence in the Town of East Greenwich after Planning Board and Zoning Board of Review approvals.
3. *Setbacks and Height*- The installation must meet all height and minimum front, side, and rear yard requirements in the applicable zone, and must additionally maintain a twenty (20) foot vegetated buffer from all adjacent properties and roadways.
4. All installations shall be in compliance with the RI State Building Code and the RI State Electrical Code, and shall be subject to periodic inspections by the East Greenwich Building Official. All relevant installation components must have an UL listing or equivalent.
5. All electrical connection and distribution lines within the installation shall be underground or located entirely within a structure. Electrical equipment between the installation and the utility connection may be above-ground if required by the utility.
6. *Security*- A fence shall surround the perimeter of the installation of no less than nine (9) feet in height.
7. *Emergency Access*- Reasonable accessibility for emergency service vehicles shall be required.
8. *Signage*- No signs are allowed on the security perimeter fencing except for a sign displaying the installation name, address and emergency contact information, and trespassing/warning/ danger signs to ensure the safety of individuals who may come in contact with the installation. No sign shall exceed four (4) square feet in area.
9. *Lighting*- Externally lit signs are allowed provided they are oriented such that the light is directed away from any adjacent properties and traffic arteries.
10. *Abandonment or Decommissioning*- It is the responsibility of the parcel owner to remove all obsolete or unused systems within six (6) months of cessation of operations. Reusable components are to be recycled whenever feasible. A surety bond to cover the cost of removal shall be required, and shall be posted prior to the issuance of any building permits.

SECTION 2. Section 260-62, Plan Review, Subsection C-3 of Chapter 260, Zoning, of the Code of the Town of East Greenwich, is hereby amended to include the following:

(e) *Photovoltaic system installations.* In addition to those standards provided in Section 260-123, in reviewing an application for the installation for a PV system (i.e. solar panels), the HDC will take into consideration building-mounted or building-integrated PV systems; ground-mounted PV systems are prohibited in the historic district. Solar panels should be placed in areas that are least viewable to the public. Installations that would alter the characteristic features of a historic structure should be avoided. Panels should not be visible above the roofline and panels installed on flat-roof buildings should be set back from the edge.

SECTION 3. This ordinance shall be effective upon adoption.

DRAFT

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss a claim under RIGL 45-15-5 by Kristen B. Benoit dated July 25, 2017, presented through her legal counsel.**
2. Submitted by (List department and individual, if necessary)  
**Legal**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**David D'Agostino 647-1400**

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, IAFF Local 3328 and James Perry v. East Greenwich, KC-2017-0898.**
2. Submitted by (List department and individual, if necessary)  
**Legal**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**David D'Agostino 647-1400**

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss the matter, Hancur v. Peixinho, KC-2016-0084, including, but not limited to the ratification of a settlement agreement reached in said matter.**
2. Submitted by (List department and individual, if necessary)  
**Legal**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**David D'Agostino 647-1400**

## TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **8/28/2017**

1. Agenda item (List as it should appear on the agenda)  
**Closed pursuant to RIGL 42-46-5 (a) (2), sessions pertaining to collective bargaining or litigation, specifically to discuss on going labor relations matters concerning East Greenwich Firefighters Local 3328, IAFF.**
2. Submitted by (List department and individual, if necessary)  
**Legal**
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions  
**David D'Agostino 647-1400**