

AGENDA
Town Council
Town of East Greenwich
Regular Meeting
July 23, 2018 at 6:00 PM
Town Hall, 125 Main Street, East Greenwich, RI 02818

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

- (1) Call to Order
- (2) 6:00 PM Executive Session
 - (a) Closed pursuant to RIGL 42-46-5 (a)(4), discussion of investigative proceedings regarding allegations of misconduct either civil or criminal.
 - (b) Closed pursuant to RIGL 42-46-5 (a)(1), for a discussion of the job performance, character, or physical or mental health of a person or persons in the employ of the Town of East Greenwich provided that such person or persons affected shall have been notified in advance in writing and advised that they may require the discussion be held at an open meeting.
- (3) Acknowledgements
 - (a) Commendation for Jeffrey Flowers for serving over 12 years on the Board of Assessment Review
- (4) Town Council Minutes
 - (a) June 4, 2018 (Regular and Executive Sessions)
- (5) Public Hearing
 - (a) Application for a NEW Entertainment License for Circe Restaurant & Bar East Greenwich , 1646 Division Road
- (6) Unfinished Business (Discussion/Action)
 - (a) An ORDINANCE in amendment of the Code of the Town of East Greenwich, Chapter 38 thereof entitled “Building Construction”, Section 38-4 entitled “Schedule of Permit Fees” (THIRD READING).
- (7) New Business (Discussion/Action)
 - (a) Review of Town Council Rules and Guidelines
 - (b) Approval of the dismissal of a firefighter Lieutenant by the Town Manager pursuant to Charter Section C-109.2 (B); said dismissal is

also pursuant to CBA Section 45-1.

- (c) Appointment of alternate member to Juvenile Hearing Board to fill remainder of one-year term expiring December 1, 2018.
 - (d) Appointment of regular member to Planning Board to fill the remainder of a three-year term to expire May 1, 2019.
 - (e) Appointment of regular member to Planning Board to fill the remainder of a three-year term to expire May 1, 2020.
 - (f) Appointment to Municipal Land Trust to fill the remainder of a five-year term to expire March 1, 2022
 - (g) Appointment to Municipal Land Trust to fill the remainder of a five-year term to expire March 1, 2022
 - (h) Appointment to Historic Cemetery Advisory Commission to fill the remainder of a three-year term to expire November 30, 2018
 - (i) Report and update on status of KCi equipment.
 - (j) Council authorization for service contract with KCi to maintain equipment until a permanent vendor can be engaged.
 - (k) Discussion of bid/procurement options for fire alarm radio call box vendor selection.
 - (l) Council authorization for engagement of Brian Ballou to maintain current fire alarm wired call box (Gamewell) system.
 - (m) Revised social media policy; to be referred to the Personnel Board for further action / review.
 - (n) Communication from Solicitor to North Kingstown Solicitor concerning community service activity and reporting by Fire Department in prosecution case.
- (8) Public Comments (30 minute time limit)
- (9) Council Comments
- (10) Executive Session
- (a) Closed pursuant to RIGL 42-46-5 (a)(2), sessions pertaining to collective bargaining or litigation, specifically, to discuss the matter, East Greenwich v. IAFF Local 3328, KC 2017-1276.
 - (b) 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.

(11) Adjournment

Posted July 19, 2018 in accordance with RIGL 42-46-6 at EG Town Hall, EG Library, EG Town Website, Swift Community Center, and Secretary of State website. In the event of an overflow crowd, the meeting will be moved to Swift Community Center, 121 Peirce Street. Individuals requesting 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 seventy-two (72) hours in advance of the hearing date. **Any person or persons conducting themselves in a disorderly manner are subject to removal per RIGL 45-3-19.**

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Commendation for Jeffrey Flowers for serving over 12 years on the Board of Assessment Review

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
Approval of commendation for Jeffrey Flowers for serving over 12 years on the Board of Assessment Review

4. Contact person and phone number for questions
Elaine Vespia 401-886-8603

ATTACHMENTS:

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

State of Rhode Island and Providence Plantations

Town of East Greenwich

COMMENDATION

*The East Greenwich Town Council
wishes to recognize*

Jeffrey Flowers

*for serving over twelve years on the
Board of Assessment Review.
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 23rd day of July, A.D. 2018



Suzanne M. Cienki

Suzanne M. Cienki, President

Sean M. Todd

Sean M. Todd, Vice President

Andrew F. Deutsch

Andrew F. Deutsch, Councilor

Nino M. Granatiero

Nino M. Granatiero, Councilor

Mark Schwager

Mark Schwager, Councilor

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
June 4, 2018 (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 A. Carney, CMC

ATTACHMENTS:

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

MINUTES
Town Council
Town of East Greenwich
Special Meeting
June 4, 2018 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 (5/5): Suzanne Cienki, President; Sean Todd, Vice President; Andrew Deutsch, Councilor; Nino Granatiero, Councilor and Mark Schwager, Councilor

Town Staff: Gayle Corrigan, Town Manager; David D'Agostino, Town Solicitor; Leigh Carney, Town Clerk; Linda Dykeman, Finance Director; Wendy Schmidle, IT Director; Catherine Bradley, Community Services Director; Lisa Bourbonnais, Planning Director; Kevin Robinson, Fire Chief; Peter Henrikson, Deputy Fire Chief; Capt. Stanley Cirella, Deputy Chief of Police and Col. Stephen Brown, Chief of Police

School Committee (6/7): Carolyn Mark, Chairwoman; Yan Sun, Michael Fain, Matt Plain, Dr. Lori McEwen and Jeff Dronzek (Mary Ellen Winters, Vice Chairwoman - absent)

Also present: Dr. Victor Mercurio, Superintendent and Matt Oliverio, School Attorney and Paula Campagna, Stenographer

President Cienki called the Town Council to order at 7:19 pm and led the assembly in the Pledge of Allegiance to the American Flag.

(2) Public Hearing - BOARD OF LICENSE COMMISSIONERS

- (a) Application for NEW Class BV Alcoholic Beverage License with Victualing and Entertainment for Bartenders Union II Holdings LLC d/b/a Circe South, 1646 Division Road

Attorney Christopher Mulhearn, 55 Pine Street, Providence, spoke on behalf of Bartenders Union II Holdings, LLC and advised that the actual trade name filed at the Secretary of State's office is Circe Restaurant & Bar East Greenwich not Circe South. He explained that partners Carlo Carlozzi and Kyle Poland have 35 years of combined experience. The building and golf course operation is leased from New England Institute of Technology. Serving areas were noted as being the building, patio and golf course. A Certificate of Occupancy was issued by the Building Inspector. Details were provided on hours of operation, special event planning, etc. Applicant is not seeking an Entertainment License at this time and application was withdrawn. There were no public comments. Councilors addressed entertainment, golf course operation and memberships.

Motion to approve the Class BV Alcoholic Beverage License with Victualing for Bartenders Union II Holdings, LLC d/b/a Circe Restaurant and Bar East Greenwich made by Sean Todd, seconded by Mark Schwager

Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd

Motion Carried 5 – 0

Chairwoman Mark called the School Committee to order at 7:28 PM.

Item 3 (b) was the next order of business.

(3) Joint Meeting with School Committee

- (a) Closed pursuant to RIGL 42-46-5 (a) (3), discussion regarding the matter of security including, but not limited to, the deployment of security personnel or devices and the School/Student Safety Plan(s).

Motion to go into Executive Session per RIGL 42-46-5 (a) (3) made by Mr. Fain, seconded by Mr. Plain

Ayes: Mark, Fain, Plain, Sun, McEwen, Dronzek

Motion carried 6 – 0

Motion to go into Executive Session per RIGL 42-46-5 (a) (3) made by Sean Todd, seconded by Andrew Deutsch

Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd

Motion Carried 5 – 0

Motion to reconvene to Open Session and seal the Executive Session minutes made by Mr. Plain, seconded by Mr. Dronzek

Ayes: Mark, Winters, Fain, Plain, Sun, McEwen, Dronzek

Motion carried 6 – 0

Motion to adjourn made by Mr. Plain, seconded by Mr. Dronzek

Ayes: Mark, Winters, Fain, Plain, Sun, McEwen, Dronzek

Motion carried 6 – 0

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

Ayes: Cienki, Todd, Deutsch, Granatiero, Schwager

Motion carried 5 – 0

There was a brief recess while the meeting reconvened in Open Session.

Moved to Item 4 (a)

(b) Presentation on Audit FY 2017

Paul Dansereau, a partner at Baxter Dansereau & Associates, LLP provided a general overview of the annual financial report for the fiscal year ended June 30, 2017 and answered several questions posed by Town Council and School Committee members.

The following topics were discussed as a result of questions from Council: depreciation, assets/liabilities, OPEB and pension liability, net position and debt ratio/analysis, assigned/unassigned fund balances, OPEB net liability, GASB compliance and capital assets reporting. School Committee Chairwoman asked for clarification on fund balance totals.

Item 3 (c) was the next order of business.

(c) JOINT PUBLIC HEARING on Operating Budget FY 2019

President Cienki delivered some opening remarks and addressed several ideas presented by residents. She advised that although Town Manager Corrigan has already presented her budget reflecting a 3.9% increase, she was also asked to present a budget with 0% and 2% increases.

Town Manager Corrigan gave a PowerPoint presentation entitled Proposed Fiscal Year 2019 Budget: Revisions which highlighted a reduction of \$904,079 from the Town budget. Reductions were proposed to OPEB contribution, capital items and other. An additional appropriation to the School Department was proposed at \$500,000. The pros and cons of 4% tax levy increases over time were addressed. Additionally, she proposed that \$1.2 million dollars would get pulled from fund balance for a 0% tax levy increase. The final analysis revealed projected deficits for both Town and School side for FY18, not enough tax revenue to cover contractual obligations for combined school/town, debt increased to 10% of total budget, potential for bond rating downgrade, all major contracts up for negotiation in FY19, structural changes needed and reduction in fund balance for a 0% tax levy increase.

Chairwoman Mark received clarification on the school appropriation from Town Manager Corrigan. Attorney Oliverio requested backup for the \$446K for FY18 administrative costs for the school from Town Manager Corrigan. Discussion continued on the effects of a tax levy increase during a revaluation year.

Chairwoman Mark delivered some opening remarks.

Dr. Mercurio gave a PowerPoint presentation entitled Proposed Budget Reductions for FY 2019. He spoke initially about the Basic Education Plan (BEP) and the Strategic Plan. Reductions in the following areas were presented along with their potential impacts and connections to both the BEP and Strategic Plan: facilities, Cole computer lab refresh, EGHS library/media specialist, district school/nurse teacher, district director of teaching and learning, reading program, systems administrator, athletics, professional development, EGHS music teacher, EGHS guidance advanced course network support, furniture and fixtures, Cole microscope repairs/replacement and stemsopes at Eldredge and Hanaford. Total reductions presented were \$1,060,401.

President Cienki noted that the availability of another \$500K and using restricted capital for facilities could help fund some areas being considered for a reduction. Mr. Fain received clarification from Dr. Mercurio on the delta in budget totals and he advised Councilor Schwager that the School Committee approved drawing \$67K from surplus. Mr. Plain addressed the detrimental effects reductions can have on the BEP and Strategic Plan. Dr. Mercurio addressed Councilor Deutsch's questions about administrative staffing positions and professional development. He explained Facilities reductions for VP Todd and a brief discussion ensued about deferred maintenance. Mr. Fain disputed the Town's budget presented for FY18 which included administrative positions at the schools. Mr. Dronzek spoke about recurring deficits and implored Council to look at meals tax.

Council took a brief recess before taking public comments.

(d) Public Comments (30 minute time limit)

Alyson Powell, 220 First Avenue, commented on her daughters experience at Meadowbrook, and the importance of funding school programs and administration and working collaboratively.

Anthony Soscia, 576 South Road, commented on compounding legal costs, administrative salaries, budget line items, employee raises and tennis court resurfacing.

Colby Anderson, 190 Cedar Avenue, commented on the need for improvements to address school safety concerns, proposed staff reductions and spoke in favor of full funding to the schools.

Eric Jautaikis, 184 Hemlock Drive, commented on increasing legal fees for ethics complaints, lack of positive structural changes and asked Council to reconsider their actions.

Mark Gertsacov, 35 Boxwood Drive, commented that the Town's perceived aura based on the school system is being compromised.

Miguel Figueroa, 200 Kenyon Avenue and Emmy Nutting, 228 Spring Street, spoke in opposition of cutting the SRO and school nurse positions as it related to school safety.

Caryn Corenthal, 5 Brookfield Court, commented on pension liabilities numbers presented during the audit presentation, lack of specifics on budget numbers, debt affordability study, municipal bond ratings and research she's done that suggests the Town is fiscally sound.

Nicole Bucka, 101 Woodland Road, commented on the lack of cost savings and improvements Town-wide since One Town initiative, financial comparison between East Greenwich and Barrington and other observations on the budget.

Mary Madden, 180 Sanctuary Drive, spoke in support of the school budget in its entirety and offered her perspective on the detrimental effects of draconian cuts.

Josh Petteruti, 7 Overbrook Lane, was discouraged by the adversarial atmosphere and expressed the importance of having a school nurse to administer medications.

Sharon Siedliski, 28 Great Road, commented that the Town's allocation to the schools is inadequate and spoke about the benefits of the Choral/music programs per RIGL 16-22-27.

Robert Vespia, 155 Shippeetown Road, asked about work related insurance budget line items for the police and fire departments, OPEB liabilities and health care for retirees.

Anne Musella, 85 Brookside Drive, commented on the lack of supporting financial analyses and supporting spreadsheets to justify the referenced unfunded pension liability amounts.

Eugene Quinn, 260 Middle Road, spoke about the results of an analysis he provided to the Council and School Committee related to the combined effects of last year's tax cut and this year's tax levy increase during a revaluation year.

Renu Englehart, 2005 Division Road, commented on lack of backup for budget items and fiscal impact statements. She questioned debt roll off amounts.

Gina D'Aguanno, 150 Shippeetown Road, asked Council to fully fund the schools, addressed the proposed reduction of a school nurse and advocated for the services they provide.

Heather Tibbitts, 29 Hickory Drive, voiced her concerns over the consistent under-funding and support for the schools.

Bob Jordan, 59 Marion Street, urged School Committee members to reconsidered the school nurse position and for the Council to make reasonable decisions and support the school budget in its entirety.

Bill Higgins, 88 Greenwich Blvd, questioned a discrepancy in the Fire Department's budget, urged Council to restore the Financial Town Meeting, asked about the hiring/bidding process for the permanent Fire Chief, challenged Kenneth Block's qualifications to make a presentation and offered to do a presentation on ethics.

Raymond Alfano, 60 Jefferson Drive, expressed his overall dismay with the current state of the Town.

Jan Cornell, 15 Lafayette Drive, addressed her concerns with the proposed elimination of the school nurse at Meadowbrook and spoke about her sons experience dealing with Lyme disease as a young student.

Chris O'Rourke, 111 Terrace Drive, commented on his daughter's experience with anaphylactic shock and asked that the cuts to any nurse be taken off the table.

Lorraine Martin, 23 Verndale Drive, asked Council to consider all aspects of resident safety prior to reducing public safety staffing, advocated for nurses in all schools and asked Council to fully fund schools.

Elizabeth McNamara, 18 Prospect Street, asked about the Social Worker position at Swift, questioned the availability of legal bills, requested presentations are made are made available in advance of meetings and inquired about costs associated with construction at Town Hall.

Chairwoman Mark provided some closing remarks on the challenges facing the School Department.

Councilor Schwager commented on the lack of additional information requested during the last meeting and the need for more options to increase funding for the schools. Town Manager Corrigan was directed by President Cienki to provide more options for further consideration.

Returned to Item 3 (a)

(4) Unfinished Business (Discussion/Action)

- (a) An ORDINANCE in amendment of the Code of the Town of East Greenwich to add Chapter 100 Section 100-27, Fire Prevention, Inspection and Investigation (Fire Marshal) to allow the Town Fire Department, under the authority of the Rhode Island State Fire Marshall to enforce and perform all attendant duties required by the Comprehensive Fire Safety Act and all other provisions of the general and public laws pertaining thereto. (THIRD READING).

Motion to approve made by Sean Todd, seconded by Nino Granatiero

Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd

Motion Carried 5 – 0

(5) Council Comments

None

(6) Adjournment

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

Ayes: Cienki, Deutsch, Granatiero, Schwager, Todd

Motion Carried 5 – 0

Submitted By:

Leigh A. Carney, CMC
Town Clerk

Approved By Town Council:
(PENDING)

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Application for a NEW Entertainment License for Circe Restaurant & Bar East Greenwich , 1646 Division Road

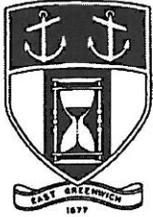
2. Submitted by (List department and individual, if necessary)
Town Clerk

3. Provide a brief description of the item and why it is on the agenda
**Restaurant needs approval for a new entertainment license
Inspections completed, taxes current, all administrative requirements have been met.**

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

ATTACHMENTS:

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

APPLICATION FOR ENTERTAINMENT/DANCE LICENSE

DECEMBER 1, 2017 to NOVEMBER 30, 2018

RENEWAL

NEW

NAME OF APPLICANT: Carlo Carozzi

TITLE OR POSITION: OWNER CONTACT NUMBER _____

NAME OF BUSINESS: CIECE Restaurant + Bar East Greenwich

BUSINESS ADDRESS: 16410 Division Road

MAILING ADDRESS: Same

BUSINESS TELEPHONE: (401) 699-3453

Nature of Entertainment: Vocal Instrumental _____ Karaoke _____
Band _____ Disc Jockey

[Not valid for amplified sound out of doors (Code Section 152-8)]

Other (explain) _____

Location on premises: Lounge Dining _____

Other (explain) _____

Dancing to be conducted: _____
(If yes, please specify area.)

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

SIGNATURE [Signature] DATE 5/15/18

LICENSE FEE: \$60.00

PAYABLE TO: TOWN OF EAST GREENWICH

Office Use Only

Date Approved by Council:	Date License Issued:
Fee Paid:	Date License Expires:
License Issued By:	

JAMIE a/k/a JAMIE STARR GARRIS-BUTLER (full age), ward:

Peter M. Butler of the Town of East Greenwich has qualified as Guardian of the person and estate; creditors must file their claims in the office of the probate clerk within the time required by law beginning July 5, 2018.

LEACH, EVELYN V., estate: Stephanie A. Corrente of the Town of East Greenwich has qualified as Executrix; creditors must file their claims in the office of the probate clerk within the time required by law beginning July 5, 2018.

PELLEY, RUTH M., estate: Janet P. Swanson of the City of Cranston has qualified as Executrix; creditors must file their claims in the office of the probate clerk within the time required by law beginning July 5, 2018.

**DIANNE POTTER
DEPUTY TOWN CLERK**

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

OF MATTERS PENDING
AND FOR HEARING
IN SAID COURT

The court will be in
session at
TOWN HALL, COUNCIL
CHAMBERS

On the dates specified in
notices below at

**NOTICE OF PUBLIC HEARING
TOWN COUNCIL OF THE TOWN OF EAST GREENWICH ACTING AS BOARD OF LICENSE COMMISSIONERS**

Notice is hereby given by the Town Council of the Town of East Greenwich, Rhode Island, acting as the Board of License Commissioners in said town under R.I.G.L. 3-5-15 and all acts in amendment thereof or in addition thereto that the following named has made application for an ENTERTAINMENT LIC-ENSE, provided for by R.I.G.L. 5-22, as amended

**Bartenders Union Holdings LLC d/b/a CIRCE RESTARUTANT AND BAR
EAST GREENWICH
1646 Division Road
East Greenwich, RI 02818**

Said application will be in order for hearing **MONDAY, July 23, 2018 at 7:00 o'clock P.M. at the East Greenwich Council Chambers, 125 Main Street, East Greenwich, when remonstrants will be heard.**

Individuals requesting interpreter's 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.

By order of said Board.
**Leigh A. Carney, CMC
Town Clerk**

specification. The work to be performed under their contract consists of furnishing all plant, labor, equipment, product, service, tools, transportation, and all incidentals, related work, and overhead items, and performing all work required for the Bid, in strict accordance with the specifications, including the invitation for Bids and the BID which are hereby made a part of the specifications. Bids for the above work must be made on forms furnished by the Town Manager. Specifications, other Contract Documents, and the Form of Bid may be examined and obtained during weekdays except Saturday, between the hours of 9:00 A-M. and 4:00 P.M. at the offices of the:

**Town Clerk
Town Hall
125 Main Street**

East Greenwich, R. I., 02818

The Town of East Greenwich acting through its Town Manager reserves the right to reject any or all bids or any part thereof, to waive defects in the same or to accept any proposal deemed to be in the best interest of the Town of East Greenwich. "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 forty eight (48) hours in advance of the scheduled bid opening.

released on \$5,000 with surety and is due back in court for pretrial.

Pedro Flores, 38, of 2850 S County Trail, East Greenwich, pleaded not guilty to one charge of driving with a suspended, revoked or canceled license. He is due back in court on July 31 for pretrial.

DUI

Nicholas Adams, 43, of 109 Overfield Road, East Greenwich, pleaded not guilty to one charge of driving under the influence of drugs or alcohol. He was released on \$1,000 personal recognizance and is due back in court on July 24 for pretrial.

Rosemary Carnevale, 26, of 45 S Woody Hill Road Apt. #B, Westerly, pleaded not guilty to one charge of driving under the influence of drugs or alcohol. She was released on \$1,000 personal recognizance and is due back in court on July 24 for pretrial.

Carolyn Chandler, 55, of 550 Devils Foot Road Apt. #B3, North Kingstown, pleaded not guilty to one charge of driving under the influence of drugs or alcohol. She was released on \$1,000 personal recognizance and is due back in court for pretrial.

Sherry Muddiman, 61, of 22 Cook Place, Warwick, pleaded not guilty to one

charge of a ref... a chemical test, domestic-disord... and one charg... under the influen... alcohol. She wa... \$5,000 persona... and is due bac... July 24 for pretr

Jose Pena I... 58 Candace S... FL, Providence... guilty to one cha... under the influen... alcohol. He wa... \$1,000 persona... and is due bac... July 31 for pretr

Shopli

Julianna Du... 153 Central S... Falls, pleaded... one charge of sl... one charge of co... was released... personal recogn... due back in cour... for pretrial.

Kevin Griffir... Maple Avenue... entered no p... felony charges... and one... charge of sho... two charges... offender-shoplift... released on \$5... recognizance an... in court on Au... screening.

Disorderly

Megan Be... of 40 Fleetw

THE EAST GREENWICH PENDULUM
HOW TO REACH US

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**C
SOUTHER**

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

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 38 thereof entitled “Building Construction”, Section 38-4 entitled “Schedule of Permit Fees” (THIRD READING).

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
This ordinance eliminates the Town of East Greenwich building construction schedule of permit fees and adopts The State of Rhode Island Building Code Commission Fee Schedule.

Introduced June 25, 2018
Public Hearing July 9, 2018

4. Contact person and phone number for questions
Joseph Duarte

ATTACHMENTS:

Description	Type
☐ DRAFT Ordinance	Ordinance

AN ORDINANCE IN AMENDMENT OF THE CODE OF THE TOWN OF EAST GREENWICH, CHAPTER 38 THEREOF, ENTITLED “BUILDING CONSTRUCTION”, SECTION 38-4 ENTITLED “SCHEDULE OF PERMIT FEES.”

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

Section 1. Section 38-4 of Chapter 38 Building Construction, of the Code of the Town of East Greenwich, is hereby amended as follows:

Section 38-4 Schedule of permit fees

A. Building permit fee schedule.

(1) Fee schedule.

“Determined by the State of Rhode Island”

Value	Fee
\$1 to \$500	\$33
\$501 to \$1,000	\$47
\$1,001 to \$2,000	\$60
\$2,001 to \$3,000	\$73
\$3,001 to \$4,000	\$86
\$4,001 to \$5,000	\$99
\$5,001 to \$6,000	\$112
\$6,001 to \$7,000	\$125
\$7,001 to \$8,000	\$139
\$8,001 to \$9,001	\$152
\$9,001 to \$10,001	\$165
\$10,001 to \$11,000	\$175
\$11,001 to \$12,000	\$184
\$12,001 to \$13,000	\$193
\$13,001 to \$14,000	\$202
\$14,001 to \$15,000	\$211
\$15,001 to \$16,000	\$220
\$16,001 to \$17,000	\$230
\$17,001 to \$18,000	\$239
\$18,001 to \$19,000	\$249
\$19,001 to \$20,000	\$257
\$20,001 to \$21,000	\$266
\$21,001 to \$22,000	\$276
\$22,001 to \$23,000	\$285
\$23,001 to \$24,000	\$295
\$24,001 to \$25,000	\$304
\$25,001 to \$26,000	\$314

\$26,001 to \$27,000	\$322
\$27,001 to \$28,000	\$331
\$28,001 to \$29,000	\$341
\$29,001 to \$30,000	\$350
\$30,001 to \$31,000	\$359
\$31,001 to \$32,000	\$369
\$32,001 to \$33,000	\$377
\$33,001 to \$34,000	\$387
\$34,001 to \$35,000	\$396
\$35,001 to \$36,000	\$405
\$36,001 to \$37,000	\$415
\$37,001 to \$38,000	\$424
\$38,001 to \$39,000	\$433
\$39,001 to \$40,000	\$442
\$40,001 to \$41,000	\$451
\$41,001 to \$42,000	\$461
\$42,001 to \$43,000	\$470
\$43,001 to \$44,000	\$480
\$44,001 to \$45,000	\$490
\$45,001 to \$46,000	\$497
\$46,001 to \$47,000	\$507
\$47,001 to \$48,000	\$516
\$48,001 to \$49,000	\$526
\$49,001 to \$50,000	\$535
\$50,001 to \$51,000	\$543
\$51,001 to \$52,000	\$553
\$52,001 to \$53,000	\$562
\$53,001 to \$54,000	\$572
\$54,001 to \$55,000	\$581
\$55,001 to \$56,000	\$590
\$56,001 to \$57,000	\$600
\$57,001 to \$58,000	\$608
\$58,001 to \$59,000	\$618
\$59,001 to \$60,000	\$627
\$60,001 to \$61,000	\$636
\$61,001 to \$62,000	\$646
\$62,001 to \$63,000	\$655
\$63,001 to \$64,000	\$664
\$64,001 to \$65,000	\$673
\$65,001 to \$66,000	\$682
\$66,001 to \$67,000	\$692
\$67,001 to \$68,000	\$701
\$68,001 to \$69,000	\$711
\$69,001 to \$70,000	\$719
\$70,001 to \$71,000	\$728
\$71,001 to \$72,000	\$738

\$72,000 to \$73,000	\$748
\$73,001 to \$74,000	\$757
\$74,001 to \$75,000	\$766
\$75,001 to \$76,000	\$774
\$76,001 to \$77,000	\$784
\$77,001 to \$78,000	\$793
\$78,001 to \$79,000	\$803
\$79,001 to \$80,000	\$812
\$80,001 to \$81,000	\$821
\$81,001 to \$82,000	\$831
\$82,001 to \$83,000	\$839
\$83,001 to \$84,000	\$849
\$84,001 to \$85,000	\$858
\$85,001 to \$86,000	\$867
\$86,001 to \$87,000	\$877
\$87,001 to \$88,000	\$886
\$88,001 to \$89,000	\$895
\$89,001 to \$90,000	\$904
\$90,001 to \$91,000	\$913
\$91,001 to \$92,000	\$923
\$92,001 to \$93,000	\$932
\$93,001 to \$94,000	\$942
\$94,001 to \$95,000	\$950
\$95,001 to \$96,000	\$959
\$96,001 to \$97,000	\$969
\$97,001 to \$98,000	\$978
\$98,001 to \$99,000	\$988
\$99,001 to \$100,000	\$997, plus \$8 per thousand
\$100,001 to 199,000	\$1,004, plus \$8 per thousand
\$200,000 to \$299,000	\$1,993, plus \$8 per thousand
\$300,000 to \$399,000	\$2,990, plus \$8 per thousand
\$400,000 to \$499,000	\$3,986, plus \$8 per thousand
\$500,000 to no limit	\$4,983, plus \$8 per thousand

B. Electrical, plumbing and mechanical permit fee schedule.

(1) Fee Schedule

“Determined by the State of Rhode Island”

Value	Fee
\$0.01 to \$100	\$33
\$101 to \$1,000	\$53
\$1,001 to \$2,000	\$73
\$2,001 to \$3,000	\$92

\$3,001 to \$4,000	\$112
\$4,001 to \$5,000	\$132
\$5,001 to \$6,000	\$152
\$6,001 to \$7,000	\$172
\$7,001 to \$8,000	\$191
\$8,001 to \$9,000	\$211
\$9,001 to \$10,000	\$231
\$10,001 to \$11,000	\$251
\$11,001 to \$12,000	\$271
\$12,001 to \$13,000	\$290
\$13,001 to \$14,000	\$310
\$14,001 to \$15,000	\$330
\$15,001 to \$16,000	\$350
\$16,001 to \$17,000	\$370
\$17,001 to \$18,000	\$389
\$18,001 to \$19,000	\$409
\$19,001 to \$20,000	\$429
\$20,001 to \$21,000	\$449
\$21,001 to \$22,000	\$469
\$22,001 to \$23,000	\$488
\$23,001 to \$24,000	\$508
\$24,001 to \$25,000	\$528
\$25,001 to \$26,000	\$548
\$26,001 to \$27,000	\$568
\$27,001 to \$28,000	\$587
\$28,001 to \$29,000	\$607
\$29,001 to \$30,000	\$627
\$30,001 to \$31,000	\$647
\$31,001 to \$32,000	\$667
\$32,001 to \$33,000	\$686
\$33,001 to \$34,000	\$706
\$34,001 to \$35,000	\$726
\$35,001 to \$36,000	\$746
\$36,001 to \$37,000	\$766
\$37,001 to \$38,000	\$785
\$38,001 to \$39,000	\$805
\$39,001 to \$40,000	\$825
\$40,001 to \$41,000	\$845
\$41,001 to \$42,000	\$865
\$42,001 to \$43,000	\$884
\$43,001 to \$44,000	\$904
\$44,001 to \$45,000	\$924
\$45,001 to \$46,000	\$944
\$46,001 to \$47,000	\$964
\$47,001 to \$48,000	\$983
\$48,001 to \$49,000	\$1,003

\$49,001 to \$50,000	\$1,023
\$50,001 to \$51,000	\$1,043
\$51,001 to \$52,000	\$1,063
\$52,001 to \$53,000	\$1,082
\$53,001 to \$54,000	\$1,102
\$54,001 to \$55,000	\$1,122
\$55,001 to \$56,000	\$1,142
\$56,001 to \$57,000	\$1,162
\$57,001 to \$58,000	\$1,181
\$58,001 to \$59,000	\$1,201
\$59,001 to \$60,000	\$1,221
\$60,001 to \$61,000	\$1,241
\$61,001 to \$62,000	\$1,261
\$62,001 to \$63,000	\$1,280
\$63,001 to \$64,000	\$1,300
\$64,001 to \$65,000	\$1,320
\$65,001 to \$66,000	\$1,340
\$66,001 to \$67,000	\$1,360
\$67,001 to \$68,000	\$1,379
\$68,001 to \$69,000	\$1,399
\$69,001 to \$70,000	\$1,419
\$70,001 to \$71,000	\$1,439
\$71,001 to \$72,000	\$1,459
\$72,001 to \$73,000	\$1,478
\$73,001 to \$74,000	\$1,498
\$74,001 to \$75,000	\$1,518
\$75,001 to \$76,000	\$1,538
\$76,001 to \$77,000	\$1,558
\$77,001 to \$78,000	\$1,577
\$78,001 to \$79,000	\$1,597
\$79,001 to \$80,000	\$1,617
\$80,001 to \$81,000	\$1,637
\$81,001 to \$82,000	\$1,657
\$82,001 to \$83,000	\$1,676
\$83,001 to \$84,000	\$1,696
\$84,001 to \$85,000	\$1,716
\$85,001 to \$86,000	\$1,736
\$86,001 to \$87,000	\$1,756
\$87,001 to \$88,000	\$1,775
\$88,001 to \$89,000	\$1,795
\$89,001 to \$90,000	\$1,815
\$90,001 to \$91,000	\$1,835
\$91,001 to \$92,000	\$1,855
\$92,001 to \$93,000	\$1,874
\$93,001 to \$94,000	\$1,894
\$94,001 to \$95,000	\$1,914

\$95,001 to \$96,000	—————	\$1,934
\$96,001 to \$97,000	—————	\$1,954
\$97,001 to \$98,000	—————	\$1,973
\$98,001 to \$99,000	—————	\$1,993
\$99,001 to \$100,000	—————	\$2,013
\$100,001 to no limit	—————	\$2,013, plus \$20 per additional value of
	—————	\$1,000 or portion thereof

- (2) Late filing fee: \$275 or 50% of the required permit fee, whichever is greater.
- (3) Reinspection fee: \$55
- (4) CE/ADA state fee not included

Section 2. This ordinance shall become effective upon passage.

DRAFT

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Review of Town Council Rules and Guidelines
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
Rule 15. Town Council Rules and Guidelines will automatically be placed on the agenda for review every January and July.
4. Contact person and phone number for questions
Leigh Carney 401-886-8604

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Town Council Rules and Guidelines	Backup Material

TOWN OF EAST GREENWICH
TOWN COUNCIL
RULES AND GUIDELINES

The following Rules are hereby adopted as the Rules and Guidelines of the Town Council pursuant to the General Laws of the State of Rhode Island and the Town of East Greenwich Home Rule Charter. As set forth herein at Rule 15, below, these Rules and Guidelines are to be reviewed biannually.

RULE 1. PRESIDENT AND VICE PRESIDENT

(a) The President of the Town Council and in his/ her absence, the Vice President of the Town Council, shall preside over all regular and special meetings of the Town Council. In case of the absence of both the President and the Vice President, or the inability of both of them to discharge the duties of the office of President, or Vice President, the Town Council shall, elect one of its other members to perform such duties during the absence or disability of both President and Vice President.

(b) The President and Vice President shall be elected from within its own membership at the first meeting after all five (5) Council members have been certified by the Board of Canvassers.

RULE 2. REGULAR MEETINGS

(a) The Town Council shall hold regular meetings of the Town Council at seven (7:00) o'clock p.m. on the second and fourth Mondays of the month.

(b) All meetings of the Town Council shall be open to the public; but the Town Council may authorize an executive session, which shall comply with the Rhode Island Open Meetings Act. Council and staff members shall keep matters discussed in executive session confidential.

(c) If any regular meeting day shall fall on a legal holiday, the meeting shall be held on the day following or a day certain determined by the President after polling members.

(d) In case of emergency, including but not limited to inclement weather, the President of the Town Council, on the day of a regular meeting, as soon as possible in his/ her discretion, may cancel the meeting and shall reschedule the meeting to a date certain in compliance with Rhode Island Open Meeting Law. The Town Clerk shall post notice of the cancellation and rescheduling.

RULE 3. SPECIAL MEETINGS

(a) Special meetings of the Town Council shall be called by the Town Clerk in accordance with § C-63 (B) of the Charter.

Adopted February 12, 2018

(b) At any special meetings called by the Town Council through the Town Clerk, the first order of business shall be the special business for which such meeting is called and no other business shall be acted upon.

RULE 4. AGENDA

(a) The Town Manager and Town Clerk shall prepare a draft of the Town Council agenda in a timely fashion. The President, or in his/her absence, the Vice President shall provide final review and approval of the agenda. All Council agendas shall be reviewed by the Solicitor prior to posting to ensure Rhode Island Open Meetings Act, and other legal compliance requirements. Any two (2) members of the Town Council may add items to the agenda by providing timely notice to the Town Manager.

(b) An opportunity will be provided in each regular meeting to allow for Public Comment and will be placed on the agenda for each regular meeting. This time will be limited to no more than thirty (30) minutes. Those wishing to comment will use a sign-in sheet available at the start of the meeting. When appropriate to an agenda item, the presiding officer may allow Public Comment on an item.

(c) Documents of substantial length or complexity shall be provided to the Council members at least seven (7) days prior to the Council meeting at which time the item(s) will be placed on the agenda for discussion or action. If such documents have not been delivered at least seven (7) days prior to the Council meeting, then the Council reserves the right to table the matter to allow sufficient time to review the documents prior to discussion or action. This shall not prevent the Council from considering, discussing, or acting upon any item in an emergency or when circumstances require action within a short period of time, despite the size of the documents and back up materials.

(d) In accordance with the Rhode Island Open Meeting Act, any item not on the agenda for which a collective discussion will take place may be added to the agenda for discussion only by an affirmative vote of the Council. [Reference: RIGL § 42-46-6.]

RULE 5. CALL TO ORDER, QUORUM, DECORUM

(a) The President shall take the chair at the hour designated for the meeting of the Town Council and shall promptly call the members to order.

(b) A majority of all members of the Town Council shall constitute a quorum.

(c) The President shall preserve decorum and order; he/ she shall decide all questions of any points of order, subject to an immediate appeal to the Town Council by any member present. No other business shall be in order until the question on appeal shall have been decided by a majority of the members present. He/ she may speak on points of order, in preference to other members and may speak on general questions as other members. The President shall enforce order and decorum among persons and any person addressing the Town Council. The Council

Adopted February 12, 2018

shall follow Roberts Rules of Order when addressing matters of parliamentary procedure, not otherwise covered by these Rules.

RULE 6. VOTING

(a) The President of the Town Council shall clearly and succinctly state every question before the Town Council as a whole.

(b) The Town Clerk, if so requested by any member, shall present motions made at any session in written form.

(c) Items on the Consent Calendar of the agenda may be voted on by a single motion; however, items may be removed for separate action by the request of any Council member.

(d) In case of a tie vote, the motion is not carried or passed.

RULE 7. DISCUSSION AND DEBATE

At any meeting of the Town Council, any member desiring to speak, shall address the President, and after his/ her right to speak has been recognized, he/ she shall not be interrupted while speaking, except by a call to order, or to yield to another member. H e/ she shall confine his/ her remarks to the question under discussion or debate. No member shall speak more than once on the same question, until all other members desiring to speak thereon shall have done so. There shall be no conversation among members while a member is speaking, while a vote is being taken, while any paper is being read or while a question or motion is being stated by the President.

RULE 8. RECONSIDERATION

When a vote has been passed, it shall be in order for any member voting with the prevailing side to move a reconsideration thereof, in accordance with the provisions of these rules, at the same meeting. The same ordinance, resolution, paper or vote shall come but once before the Town Council for reconsideration. A motion for reconsideration may be seconded by any member and must be voted upon in the same meeting in which it was made.

RULE 9. FINANCIAL REPORTS

The Finance Director shall present financial reports on a quarterly basis by the second Council Meeting of the month following the fiscal quarter end. The financial reports will include a comparison of unaudited actual amounts to the annual budget and an explanation of significant dollar value variances.

Adopted February 12, 2018

Page 3 of 5

RULE 10. COMMUNICATIONS

- (a) Non-confidential mail or written communications received by Council members related to Town business or issues may be forwarded to the Town Manager's office for copying and/or e-mail distribution to the entire Council, upon request by said Council member.
- (b) E-mail messages will be utilized to keep all Council members updated on issues or matters of interest.
- (c) As Council members are made aware of problems or concerns within the Town, the Council member may notify the Town Manager or Chief of Staff either by e-mail or telephone, so the matter may be addressed promptly.
- (d) Messages and information posted to the Town website or press releases distributed to the media will require Council approval and a vote, provided said communications are ascribed to the "Town Council" except messages from the Town Council President.
- (e) Members of the Council may contact Department Heads directly, but the Town Manager shall be informed of the contact. Contact will be for informational purposes only.

RULE 11. BOARDS, COMMISSIONS, STUDY COMMISSIONS AND SPECIAL PROJECTS

- (a) The Council will only consider applicants for appointment to boards, commissions or study commissions if they have a letter of interest (mail or electronic) on file stating their qualifications, in addition to a volunteer application.
- (b) A study commission as used herein is defined as a group formed and tasked by the Town Council with a specific, limited purpose, and from which the Council seeks advice or requests a report, for further action by the Council.
- (c) The Town Council may create a study commission by resolution, outlining the fixed purpose and charge. The term of all study commissions shall expire upon the completion of the performance of its duties charged, a fixed date or the expiration of the municipal term, whichever is earlier in time.
- (d) Each study commission shall have a chairperson and vice-chairperson appointed by the President of the Town Council. The vice-chairperson shall act as chairperson in the absence of the chairperson.
- (e) Any and all reports from said study commissions shall be submitted to the Town Council by filing said report with the Town Clerk and shall be added to the next Council agenda, subject to Rule 4(a), above.
- (f) The Town Manager shall undertake special projects or commit staff resources to research special projects only after the majority vote of the Council as a whole.

Adopted February 12, 2018

RULE 12. DISCRIMINATION

The Town Council is committed to the enforcement of all applicable laws and regulations which prohibit discrimination.

RULE 13. INVITATIONS TO PUBLIC FUNCTIONS

When invited to a public function as a representative of the Town, the Town may pay for the cost for the Council member or Council member and guest.

RULE 14. UNFINISHED BUSINESS

The Town Council is a continuing body, and unfinished business pending before it shall not lapse or go down with the council term, but all pending business before the Town Council at the termination of any council term, shall be considered as pending before the Town Council of the next succeeding council term and with the same effect as if no change in such Town Council had taken place by the expiration of a council term. Provided, however, nothing herein shall compel the successor Council from making policy determinations that differ from the prior Councils and due consideration shall be given to whether such pending business is for a governmental or non-governmental purpose.

RULE 15. REVIEW OF TOWN COUNCIL RULES AND GUIDELINES

Town Council Rules and Guidelines will automatically be placed on the agenda for review every January and July.

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Report and update on status of KCi equipment.
2. Submitted by (List department and individual, if necessary)
Town Manager
3. Provide a brief description of the item and why it is on the agenda
Update related to the KCi fire alarm radio box implementation begun in 2016.
4. Contact person and phone number for questions
Wendy Schmidle 401.886.8670

ATTACHMENTS:

Description	Type
<input type="checkbox"/> KCi Update	Memo

Memorandum

To: Gayle Corrigan
From: Wendy Schmidle
c: David D'Agostino, Esq
Date: July 13, 2018
Subject: KCi Radio Alarm box recap

I am providing the following recap of the events related to the implementation by the Director of Communications, Lt. Warner of the KCi radio alarm box software and hardware.

History

- September 2, 2016 – Chief McGillivray informs me that the KCi project will commence via email (attached) and that IT support is required to procure three computers and database licensing (SQL). The radio alarm infrastructure (receiver and software) was being given to the Town by the company at “no cost”.
 - I responded with a request for an install date as this project was not on the planned list of work for the IT department and I wanted to be sure we could provide the required assistance.
 - I also requested a project plan once a contract was signed.
 - A meeting was set for 9/8/2016 at 11:30 to discuss the project requirements. This meeting took place as a conference call with a rep from KCi, myself, Matt and Lt. Warner.
- September 6, 2016 – an email (attached) from Lt. Warner to myself and Chief McGillivray (cc'd: Manager Coyle, Matt Whetzel and Deputy Chief Sullivan) indicated “There is no contract or licensing requirements. The software is given to us and any tech support or updates are provided to us at no additional charges.”
- November 16, 2016 – computers for the KCi project were purchased (\$3,112).
- During this time frame the IT Department was not aware of the actual installation of fire alarm boxes.
- August 22, 2017 – One component of the implementation required the SQL licensing which had not been installed as the system was being set up. Using SQL Express (no license required) was decided on as a way to implement the system and then upgrade to a licensed version at some point. Chief McGillivray asked about the license in an email on this day.
- At this time, Acting Town Manager, Gayle Corrigan reviewed all IT projects and asked for additional supporting documentation (bid, bid award, contract, service agreement, etc.) related to the KCi project. The project was initiated by the Fire Department, so I did not have these documents.

- August 30, 2017 – Chief McGillivray provided me with an email (attached) that he had received from Lt. Warner describing the history of the project as a response to why there was no related documentation. The project was more or less at a standstill from an IT perspective at this point per direction of the Town Manager.

Current

- The resignation of Lt. Warner as Director of Communication has left the Town in a vulnerable position. Lt. Warner's primary function as the Director was the configuration and maintenance of both the existing Gamewell (wired) fire alarm system and the new KCi radio box fire alarm system.
- The KCi implementation is currently being run on one of the three computers purchased for the project. The computer is in the Fire Dispatch area.
- There is no service agreement or maintenance agreement in place.
- Lt. Warner did not provide for any documentation for the current implementation of either the Gamewell or KCi systems.
- There have been multiple events that have been false alarms on the KCi system that have caused repeated dispatches.
- Chief Robinson has contacted KCi on July 3, 2018 to request support / service and the response was less than adequate.
- On July 3, 2018 a technician from KCi arrived and filed a report at 20:51 indicating two boxes (6021 & 4000) were potential problems.
- A meeting was held on July 11, 2018 with Charles Beaulieu, Sr. (owner), Mario Bulhoes (VP & General Manager) and Rodger Booth all of Kingfisher Company, Inc (KCi). I was joined by Chief Robinson and Deputy Chief Henrikson.
 - We confirmed that there was no bid process and that the receiver, antenna and software with an approximate value of \$40,000 were given to the Town at no charge.
 - We reviewed the current state of the system. KCi indicated that they were told by Lt. Warner at the time of implementation that he took full responsibility for the programming of the system.
 - KCi recommends, at a minimum, their responsibility to include the programming the transmitters (buildings with alarm panels). The community (Fire department) would be responsible for maintaining the informational database at the receiver site. This was not the case for East Greenwich and KCi did train Lt. Warner on the programming of the transmitters.
 - Lt. Warner did use the KCi representatives for support when his programming produced incorrect alarms.
 - KCi indicated that every event at NEIT related to a trouble or alarm is sent to the receiver at the Fire Station. This amounts to over 28,000 events being sent from ten unique (10) transmitters installed. The KCi recommendation to limit events from NEIT was ignored by Lt. Warner.

- The following locations have transmitters installed:

4001	15 St. Elizabeth's Way
4002	17 St. Elizabeth's Way
4003	19 St. Elizabeth's Way
4004	21 St. Elizabeth's Way
60001	75 New England Tech Blvd - Campus
60002	75 New England Tech Blvd - Campus
60011	75 New England BLVD - DORM
60012	75 New England BLVD - DORM
6021	1485 South County Trail
4000	1 St. Elizabeth's Way
1001	1001 Main Street
9000	284 Main Street - Fire Station

- New England Tech is set up with two addresses per transmitter for each building due to the type of panel (Notifier) interfaced for that building. This configuration requires two address in order to differentiate between intelligent (ie. smoke and heat detectors) devices and monitor points (Manual Pull Stations, Sprinkler Devices and Monitor points for Generator). New England Tech is the majority of events sent to the receiver.

Future

- I have requested a service contract from KCi that will have a limited term (6 months, 10 months or a year, for example) to ensure that we have the proper support for the system.
- KCi has suggested the following to bring the Town back to a level playing field with respect to this implementation.
 - Task 1:
 - System Review and Update (We can execute this next week)
 - Update Receiver Firmware and GUI Software to current feature offering
 - Check all Field Transmitters for proper programming and transmission
 - Train Dispatchers on Operation of System
 - Train Admin for System Maintenance and Data Base Management
 - Task 2:
 - PC Updates and Network Configuration (This can be done at a later date)
 - Update all PC's to valid licenses for SQL change from Stand Alone operation to Server Client configuration
 - Relocate one Client Station to Police Dept. Dispatch EOC
 - Train Dispatchers on Operation of System
 - Task 3:
 - New England Tech – Update Firmware to Transmitters (This can be done at a later date)

- Revise Reporting Format to Addressable transmitters for Alarm Only!
 - Update Database and Location Table to reflect reporting for Alarms Only!
- Task 4:
 - Install a Repeater to provide coverage to Remote Areas of the Town. (This can be done at a later date)
 - Perform and Provide Signal Propagation Report by areas affected by weak signals
 - Insure location of Repeater is adequate to cover all areas of the town
 - Install Repeater based on findings and test operation for coverage
- Task 1 will be scheduled for the week of July 16, 2018.
- The Town will issue a bid, which KCi can respond to, with specific language to include the transition from the current Gamewell (wired) fire alarm system to a radio based fire alarm system in the Town. If KCi does not bid or is not selected as the vendor, there will be language in the bid to include the replacement of the KCi system.
- The existing Gamewell (wired) system will be supported by Brian Ballou as an independent contractor to ensure the existing system is maintained and repaired when necessary.

Schmidle, Wendy

From: Schmidle, Wendy
Sent: Tuesday, March 20, 2018 10:39 AM
To: Corrigan,Gayle; Robinson, Kevin Chief
Subject: FW: Radio boxes

[This is the entire thread / discussion – highlighted the important items](#)

From: McGillivray, Russell Chief
Sent: Wednesday, August 30, 2017 2:03 PM
To: Schmidle, Wendy
Subject: Fwd: Radio boxes

Hi Wendy,

Not sure if I sent this already. Sorry if you got it twice.

Russ

Subject: Fwd: Radio boxes

Chief

Hopefully I can clarify whatever questions there may be on this topic. The idea of integrating the radio fire alarm box technology into our operations had been an on and off topic over the past ten years. This system would initially be added with the current mechanical box system but would eventually replace it completely. This was not a viable option since the estimated cost of installing a radio box receiving infrastructure at dispatch and the cost to business owners to convert to these radio boxes was very expensive. As you know I am a member of the Fire Alarm Communications Officers Association of RI (FCOARI) and this allows me to obtain information from my colleagues from other departments around the state as to what they are using, what works, what doesn't and also what costs are involved. I was introduced to Kingfisher Company, Inc. (KCI) early last summer while they were doing work for one of our neighboring departments. I found out that two neighboring fire departments were being given KCI radio box receivers, software and antenna equipment at no cost. The receiver infrastructure was being provided to the departments to own free of charge so KCI could introduce their new generation radio box system and software into our area. I had a number of conversations with other communications officers around the state and researched other vendor options. As you recall in meetings we had regarding this topic we compared the options and what the long term cost would be to the department and eventually to business owners when they converted from the current mechanical boxes. The new generation KCI boxes were more advanced, more compact and more versatile than many of the other systems and we would be able to deliver this to our town for a substantially lower cost than any other option available. To give you an example I obtained preliminary pricing from another vendor called Sig Com. The Sig Com receivers are approximately \$25,000 to \$30,000 each. We would need two receivers in order to maintain the necessary redundancy. This doesn't include the other costs associated such as the computer software, antenna and the cost for installation of

the system. The other factor we considered was the eventual cost of the radio boxes themselves that town building owners would end up having to purchase. Sig Com boxes range from \$4500 to \$6500 depending on options. The KCI boxes started at \$2500. They also feature the advanced fully addressable transmitter which is in place currently at the New England Tech Dormitory. I compiled this information and presented it to you in order to seek approval at a higher level. The former town manager was presented this option and agreed to allow us to move forward. KCI would be providing the receiver units, antenna, coax, monitoring software and box programming software to our department at no cost. We would be responsible for the installation of the antenna on the tower and for the purchase of the desktop computers that would be used to maintain and monitor the system. We brought the IT department in to assist us with obtaining computers that were both compatible with the town infrastructure and ones that were sufficient to run the KCI program. Our IT department did ask about any licensing, contracts or maintenance agreements that may be required for this system. I answered in an email after receiving word from KCI. The town would not be required to enter into any contract, service agreement and would have no obligation towards this company and there are no licensing restrictions for the use of the KCI software. We purchased the PC's and KCI moved forward and installed the receiver system sometime in November of 2016. Our first radio box came online in January of this year. I know this email is lengthy but I want to make sure the questions are answered. I am not sure specifically what information is being requested but this is basically how the solution was procured. As for the question of who owns it. The town owns the receiver equipment and related components and software. We are not required to pay KCI for any annual license or service agreements. A maintenance agreement was an option but is something that most departments opt out of. Once the warranty period is up on the receiver we would pay for repair as needed just like any other dispatch component we have. KCI provides tech support to us 24 hours a day at no cost for any software related issues. I hope this helps to answer any questions. If there are more specific questions I can have more specific answers.

Thanks
Rob

Lt. Robert Warner III
Director of Fire Alarm & Communications

East Greenwich Fire Department
284 Main Street
East Greenwich, Rhode Island 02818

(401)886-8687 Office
(401)886-8692 Fax Line
rwarn@eastgreenwichri.com

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From: Schmidle, Wendy
Sent: Tuesday, August 22, 2017 4:06 PM
To: McGillivray, Russell Chief
Cc: Warner, Rob Lt.
Subject: RE: Radio boxes

Hi Russ

I found the original email and this email as well after chatting with Matt this afternoon. Unfortunately, this isn't necessarily about the SQL licensing, but how the solution was procured, who owns it, how was it "no cost"... questions I couldn't answer this morning in my meeting with Gayle.

Wendy

From: McGillivray, Russell Chief
Sent: Tuesday, August 22, 2017 4:01 PM
To: Schmidle, Wendy
Cc: Warner, Rob Lt.
Subject: Radio boxes

Wendy,

I haven't heard from Lt Warner, he has been busy at station 2 today. But I found this email, does this help or is this in reference to the SQL Licensure we are looking to purchase?

Russ

From: Warner, Rob Lt.
Sent: Tuesday, September 06, 2016 12:52 PM
To: Schmidle, Wendy; McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Just following up with some additional information I received regarding the computer software for the radio box monitoring. There is no contract or licensing requirements. The software is given to us and any tech support or updates are provided to us at no additional charges. I do not have the answer for the VLAN question but I know the tech we will be talking with on Thursday will have all that information for us.

Thanks
Rob

From: Warner, Rob Lt.
Sent: Friday, September 02, 2016 2:56 PM
To: Schmidle, Wendy; McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Sounds good. I have Thursday in my calendar and I sent the VLAN question to them so they will be ready to answer that and everything else.

Have a great weekend.

Rob

From: Schmidle, Wendy
Sent: Friday, September 02, 2016 2:38 PM
To: Warner, Rob Lt.; McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Matt set up a meeting for 9/8 at 11:30 at Stn 1... I am sure what the IT dept will need to do is minimal, but I want to hear what the requirements are for hardware, etc. and then get it ordered for you.

Other projects are in the works for other departments so I need to know how to schedule what we do need to do...

A few of my questions:

1. Does a VLAN need to be set up on the switch so that the computers can talk to each other and the radio equipment for the alarms, if not, then how do they communicate with each other? Do we need another switch?
2. What is the maintenance cost for the software? Which department is paying for that?
3. Basic hardware requirements which Matt has a handle on.

Thanks Rob and have a good Labor Day!
Wendy

From: Warner, Rob Lt.
Sent: Friday, September 02, 2016 2:31 PM
To: Schmidle, Wendy; McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Hi Wendy,

I am going to generate a IT ticket requesting what we will need and I will also be attaching the spec sheet for the program the computers will be running. I know you all have a lot on your plate and I know you are hearing about this for the first time this week. I do have a project plan and we are well on the way to getting going with this new radio box system as many of the other components are done and or in the works. This is the point in the timeline of this project that I am asking for your department support in getting the PCs we will be needing to manage the radio box system. I talked a little bit with Matt about what we are doing and what we would

require assistance with. . The computers just need to be standard PC's capable of running the program they are providing our department. I will be in touch with the KFCi rep today and will set up either a on site or conference call meeting with their tech person so Matt can get the rundown on what exactly is needed. I can also sit with Matt that day and finalize a list of what we want to order for hardware and related components. Since you already mentioned Thursday next week I will push to have this all happen on that date.

Thanks
Rob

Lt. Robert Warner III
Director of Fire Alarm & Communications

East Greenwich Fire Department
284 Main Street
East Greenwich, Rhode Island 02818

(401)886-8687 Office
(401)886-8692 Fax Line
rwarn@eastgreenwichri.com

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From: Schmidle, Wendy
Sent: Friday, September 02, 2016 12:28 PM
To: McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Warner, Rob Lt.; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Thanks...

I need a date, so we can include the activities in our calendar... I am sure there are lots of configuration with the rest of the equipment to support the new system to be done.

Will Rob be setting up a project plan, so we know what has to happen when? That might be helpful once you guys sign the contract, etc.

I know you said this would affect NEIT and St. E's, so getting the specifications needed to be the first step for us.

Have a great weekend!
Wendy

From: McGillivray, Russell Chief
Sent: Friday, September 02, 2016 12:10 PM
To: Schmidle, Wendy
Cc: Coyle, Thomas; Whetzel, Matt; Warner, Rob Lt.; Sullivan, Michael Deputy Chief
Subject: RE: Radio boxes

Hi Wendy!

That was fast! My time line is ASAP; based on the fact that NEIT and St E's are working as fast as they can to get their building built and I would like our infrastructure ready so they can "plug-in" as soon as possible. Also is someone in the meantime needs to replace a fire alarm system we can upgrade them as well.

Russ

From: Schmidle, Wendy
Sent: Friday, September 02, 2016 12:05 PM
To: McGillivray, Russell Chief
Cc: Coyle, Thomas; Whetzel, Matt; Warner, Rob Lt.; Sullivan, Michael Deputy Chief
Subject: Re: Radio boxes

Thanks Russ!!

Matt has spoken to Lt Warner this morning and we are getting a ticket going for the project and will get the required equipment quoted

I have asked Matt to set up a conversation / meeting with KFCi for next Thursday so we have the big picture for the configuration and the necessary computers, monitors and supporting switches, if needed.

As soon as we get the details and quotes we will work with Lt Warner to get the equipment to support the project timeline

Do you have an install date already?

Wendy Schmidle
IT Director
Town of East Greenwich

Please ignore spelling errors - this was sent from my iPhone

On Sep 2, 2016, at 11:59 AM, McGillivray, Russell Chief
<rmcgillivray@eastgreenwichri.com> wrote:

Good morning!

Sir,

As you are aware our Town uses a very active and well maintained “wired” Gamewell fire alarm system on which we receive “fire alarms” from all of the Town’s schools, many Town buildings, numerous commercial buildings and businesses in Town as well the fire alarm boxes seen on many telephone poles. With the new construction at NEIT and St. Elizabeth’s, Lt. Warner has been tasked the assignment of exploring “radio boxes”. Lt Warner has spoken with Mr. Roger Booth a vendor for KFCi and as a former East Greenwich Fire Volunteer he is looking to assist us in any way he can with this project. Consequently he has offered the Town/Department the equipment/program necessary for our conversion to radio boxes at “NO COST” Town/Department.

So what is the cost you wonder: IT will need to purchase 3 computers/monitors in accordance with the specification (see attached) of the vendor (we will use Plan Review funds) to be added in the Fire Alarm and Dispatch offices. These computers/monitors will have no outside internet connection or be used for anything what so ever other than running the “Radio Box” program. The computers will need to be set-up by IT into a work group (talk together). The Fire Alarms will then be received and fed through the computer and will read out on the new monitors. An additional advantage is that this system will also fold into and work with the current ”Digitizer” we use to read the conventional “wired boxes” we currently have.

Lt Warner will need IT’s support in the computers/monitors purchase and set-up. He will coordinate the installation of 2 antenna’s on the tower at Station 1. These radio boxes work on a “low band” radio frequency and an evaluation on reception from different areas of town will be done once the antennas are in. If areas of town are noted to have poor reception Mr. Booth has again offered to assist us with “repeaters” as necessary and again at “NO COST” to the Town or Department.

Moving forward, in the future any and all new “Master Boxes” will be required to be “Radio Boxes”. This is especially important due to the fact that these boxes will be independent of “wires” and will not be susceptible to downed trees or any other event that would damage the wires currently on telephone poles in town.

Sincerely,

Russell G. McGillivray Jr., MPA, LPN
Chief, East Greenwich Fire Department
284 Main Street
East Greenwich, RI 02818
401-886-8694 (work)
401-529-2017 (personal cell)
401-886-8692 (fax)

<Radio Box 97440-DTS_MCR2_software.pdf>

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Council authorization for service contract with KCi to maintain equipment until a permanent vendor can be engaged.
2. Submitted by (List department and individual, if necessary)
Town Manager
3. Provide a brief description of the item and why it is on the agenda
Service contract is currently not in place and would be prudent to have the experts from KCi manage the repair of any issues related to the equipment or software.
4. Contact person and phone number for questions
Wendy Schmidle 401.886.8670

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Discussion of bid/procurement options for fire alarm radio call box vendor selection.
2. Submitted by (List department and individual, if necessary)
Town Manager
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions
Wendy Schmidle 401.886.8670

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Council authorization for engagement of Brian Ballou to maintain current fire alarm wired call box (Gamewell) system.
2. Submitted by (List department and individual, if necessary)
Town Manager
3. Provide a brief description of the item and why it is on the agenda
Brian Ballou is certified and will assist the Town in managing the existing infrastructure.
4. Contact person and phone number for questions

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Revised social media policy; to be referred to the Personnel Board for further action / review.
2. Submitted by (List department and individual, if necessary)
Town Manager
3. Provide a brief description of the item and why it is on the agenda
4. Contact person and phone number for questions
Wendy Schmidle 401.886.8670

TOWN COUNCIL AGENDA TRANSMITTAL FORM

Town Council Meeting Date: **7/23/2018**

1. Agenda item (List as it should appear on the agenda)
Communication from Solicitor to North Kingstown Solicitor concerning community service activity and reporting by Fire Department in prosecution case.

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

3. Provide a brief description of the item and why it is on the agenda

4. Contact person and phone number for questions
Wendy Schmidle 401.886.8670

ATTACHMENTS:

Description	Type
<input type="checkbox"/> Memo	Backup Material

GORHAM & GORHAM

INCORPORATED

NICHOLAS GORHAM
JANE G. GURZENDA*
DAVID M. D'AGOSTINO^{oo}
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SAYLES GORHAM
(1925-1976)
BRADFORD GORHAM
(1964-2015)

*ALSO ADMITTED IN
CONNECTICUT
**ALSO ADMITTED IN
MASSACHUSETTS
^{oo}ALSO ADMITTED IN
WASHINGTON, D.C.

July 17, 2018

VIA REGULAR AND ELECTRONIC MAIL

Email: James@Callaghanlawri.com

James M. Callaghan, Esq.
CALLAGHAN & CALLAGHAN
3 Brown Street
Wickford, RI 02852

Re: *State of RI ex rel. NK Police Department v. Ashley Lackey*
Case ID: 31-2017-09291
Update on Community Service Investigation

Dear Mr. Callaghan:

I am writing to you concerning the above-referenced North Kingstown prosecution matter and on behalf of the Town of East Greenwich. As you know, based on your inquiry to East Greenwich, we have been conducting an internal review of the circumstances surrounding a community service compliance letter. That letter, provided by an East Greenwich firefighter, William Marsh, was entered into the District Court record (or entered into your prosecution file, as Solicitor) as proof that the community service requirement set by the Court in the case was actually performed.

Based on the results of our internal review, there were several inconsistencies related to the creation, tracking, and confirmation of the community service allegedly performed at the East Greenwich Fire Department in November of 2017. We have concluded, based on our review, that the community service letter that you received (specifically referring to the letter on East Greenwich Fire Department letterhead, not the earlier one that was submitted on no letterhead) was not authorized and was most likely fabricated. Therefore, we cannot certify that the community service hours that were reported to have been performed, were actually performed.

We have issued discipline to Firefighter Marsh for the infraction, which resolves the matter on our end. Whether, and to what extent you wish to revisit the prosecution

James M. Callaghan, Esq.

In re: A. Lackey

July 17, 2018

Page 2 of 2

status of the criminal case, is up to you, but we wanted you to know how the matter was addressed and resolved on our end. And, we wanted to let you know that the community service reported to have been performed was not performed.

We always appreciate the opportunity to work collaboratively between our neighboring communities, and we wanted to be sure that you had our conclusions of this review.

Please feel free to contact me with any questions or concerns.

Very truly yours,



David M. D'Agostino

DMD:cg

cc: Honorable East Greenwich Town Councilors (*via email only*)
Gayle A. Corrigan, Town Manager (*via email only*)
Wendy Schmidle, Acting Town Manager (*via email only*)