

At the Regular Meeting of the Town Council of the Town of North Kingstown, County of Washington, and State of Rhode Island, held in and for said Town, County, and State this 15th day of December, 2025 at the Town Hall Council Chambers, 80 Boston Neck Road, at 6:30 p.m.

PRESENT WERE: Gregory A. Mancini, President
Linnea M. Drew
Elizabeth Hill Ross
Matthew B. McCoy
Dr. Kimberly Ann Page

ALSO PRESENT: A. Ralph Mollis, Town Manager
Jeannette Alyward, Town Clerk
Susan A. Murray, Deputy Town Clerk
James M. Callaghan, Town Solicitor

An audio recording and video recording of this meeting was made to supplement the written record.

1. Call to Order

The Regular Meeting of the Town Council of the Town of North Kingstown held on December 15, 2025 was called to order by President Mancini.

2. Notice of Meeting being posted

Pursuant to R.I.G.L. 42-46-6(c), notice of this meeting has been posted on the Secretary of State's Website.

3. Salute to Flag

President Mancini stated that early today he had a professional meeting with the folks from Brown University and it was very difficult. Our first responders from North Kingstown were called to respond to this tragedy and our community is grateful to them. He then asked Councilor Drew to say a few words regarding this tragedy.

Councilor Drew stated that Greg asked me to speak because I'm a Brown alum twice over - I went there for undergrad and graduate school. I had classes, labs, and exams in the building where the shooting occurred, and I spent countless hours in the library across the street - and then I saw videos on Saturday and Sunday of students huddled, terrified, in that same library, not knowing whether the knocking outside the doors was the police coming to evacuate them or the shooter coming to target them as well. I have wonderful memories from my time at Brown, it's a beautiful, open, and academically curious university - but I don't think that the students there now will be able to think back on the good times there without also thinking about this really horrible experience as well. I think about the students in that study session who just wanted to study, do well on their exams, and go back home to their family and friends; two of them now never will, and the nine others who were shot will be forever changed - physically, emotionally, mentally, and I think probably every other student as well as so many community members will also be forever changed. There are actually a couple of Brown students who survived school shootings in high school and chose Brown for college because it felt like a safe place to be, and now they've survived a school shooting in college as well. It's hard to think of anything more uniquely American than that, and it's a tragedy and a huge failing on the part of our country that that's the case.

After we say the Pledge of Allegiance, we would ask that everyone remain standing and observe a moment of silence in memory of the two students who lost their lives on Saturday: Ella Cook and Mohammed Aziz Umurzakov, in honor and support of the nine other students who are recovering from their injuries, and in solidarity with the entire community.

President Mancini led those in attendance in a salute to the flag.

President Mancini led those in attendance in a moment of silence for those who died and were injured in the Brown University mass shooting.

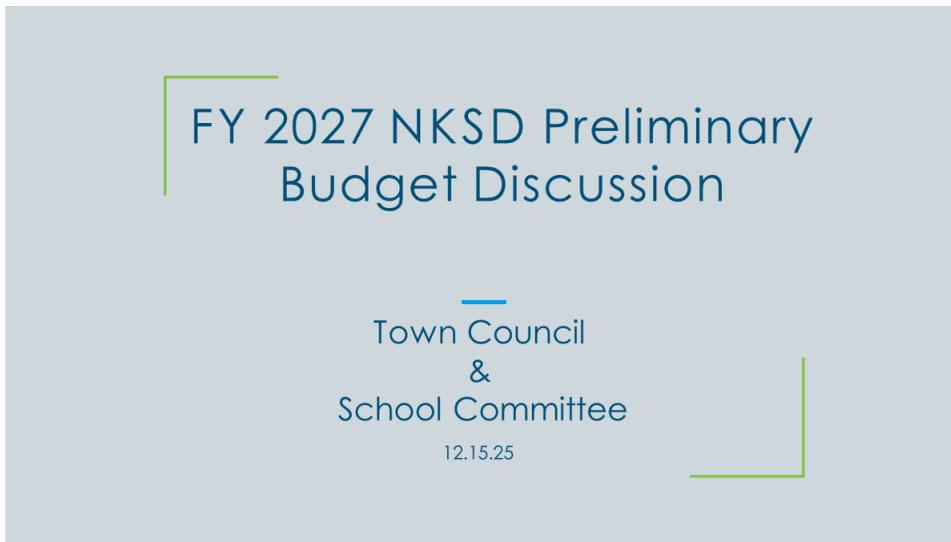
I. SPECIAL BUSINESS

4. Joint Meeting with the School Committee

President Mancini stated that in accordance with RIGL 16-2-21, this joint meeting is for pre-budget consultation between the School Committee and the Council.

School Committee Chair Dr. Earle, School Committee Vice Chair Robert Case, School Committee Member Jennifer Lima, School Committee Member Sherry Kennedy, and Superintendent Dr. Kenneth Duva were present for this joint meeting.

Dr. Duva gave the following presentation:



Budget Process:

- Our district strategic plan leads the discussion for our budget requests.
- Administrators meet with their building staff and department chairs to receive requests for the budget.
- Administrators make decisions based on what is educationally right for students and teachers.
- The Superintendent and Director of Finance review all requests for approval.
- Our budget is designed to fund expenses related to the known student population, the needs of the upcoming school year, and historical experiences related to programmatic expenses.
- We will consider the interests of the school community in developing our budget.
- The budget will provide a high quality education based on the academic and social-emotional needs of all students pre-K through 12th grade.

Priorities are to invest the community's resources to promote improvement, effectiveness, and efficiency with a focus on:

- Vision and goals of our District Strategic Plan;
- Projected student enrollment for each grade;
- Prioritizing academic and social-emotional needs of students;
- Prioritizing instructional needs of teachers and staff;
- Curriculum and instruction needs based on school achievements and new educational reform;
- Enhancement and sustainability of our Facility and Technology infrastructures;

Overview of District

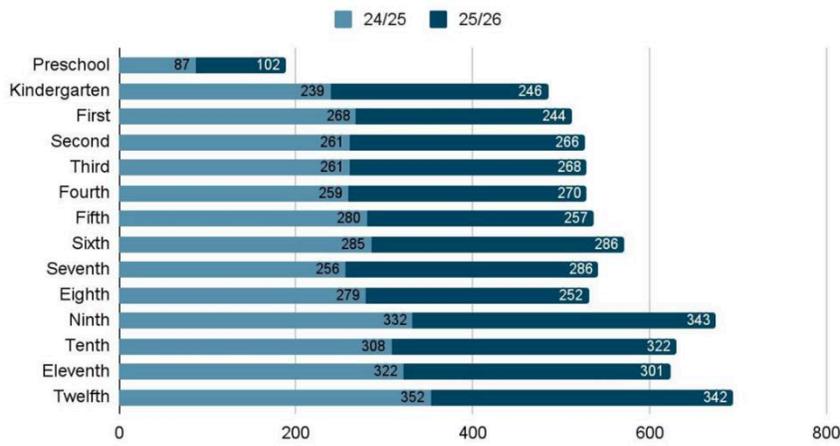
\$83,626,515 - Total FY 2026 School Budget
(Including Town Appropriation, State Aid and Supplemental Revenue)

3785 - Total Enrollment (October 2024 census data)

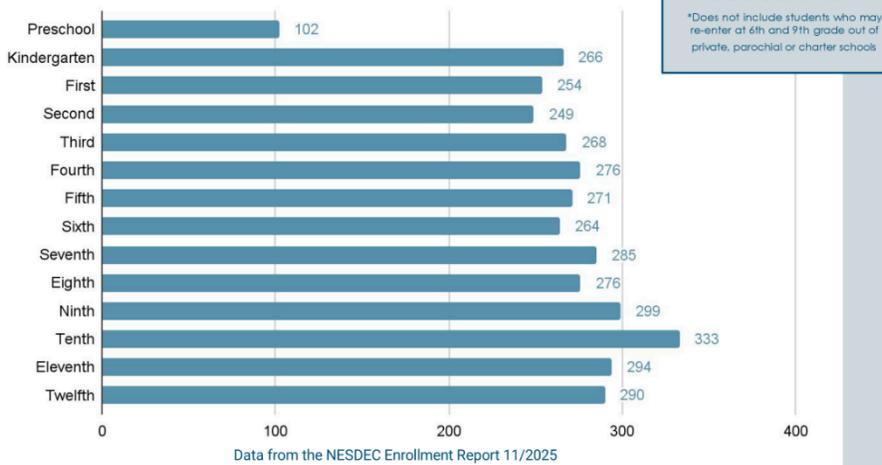
1653	Preschool through fifth grade
824	Middle School: sixth - eighth grade
1308	Secondary: ninth through twelfth grade
31	Alternate Learning Placements
19	Out of District Placements

27.0% - Percentage of Free and Reduced
16% - Percentage of Differently Abled Learners
2.7% - Percentage of Multilingual Learners

Student Enrollment Changes 24/25 to 25/26



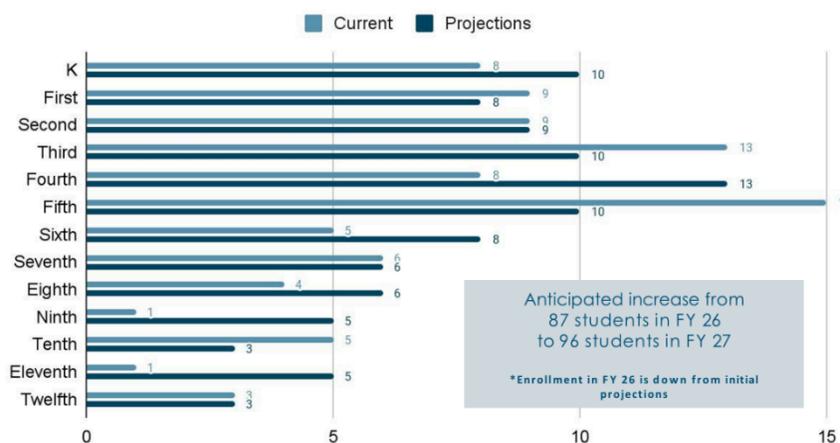
Student Projections for 26/27



Enrollment and Staffing Impacts:

- 3,785 actual students in 25/26 and projection of 3727 for 26/27 (This does not include students who may re-enter at 6th and 9th grade out of private, parochial or charter schools)
- Anticipate the District will be at max capacity for some grade levels at the elementary level
- Enrollment in Pre K increased in 25/26 with the move to the new building.
 - The change to Full Day classrooms accounts for a loss of 24 peer model tuitions, resulting in reduced revenue for FY 26 and again in FY27
 - To align with the goals of expanding early learning opportunities for our community peers, an additional classroom is recommended. This would require an additional teacher, teacher assistant, curriculum and furniture.
 - The addition of this program would recover those previously lost Peer model tuitions
- Staffing needs at the School level, as well as the Facilities and Business Offices will require an evaluation of current programs, success levels and consideration of administrative department restructuring.
- Consideration of programming changes to meet the needs of students with disabilities and special education programming goals.
- Due to recent changes in Federal allocations and uncertainty for future allocations, the school department will be evaluating positions currently supported by grants to determine feasibility of migration to the General Fund

Charter Student Projections



Budget Impacts FY 27:

Salary Increases (contractual):

- ESP: 2% increase
- NEANK/Admin: Contract negotiations will be in progress during budget discussions

Pension: FY 27 Rates have not yet been released, current FY 26 rates presented below

- Employee Retirement System (certified personnel) 15.10%
- Municipal Employee Retirement System 16.80%

Health Insurance:

- Budgeted increase of 10.0% (based on percent change for FY 26 and information from the TRUST)

Out of District Tuitions:

- Plan for 1.5% increase in Tuitions and 8 additional student enrollments

Grant Funding:

- Possible Reductions in allocations for the CRP including Title I, II, III, and IDEA B

State Funding Formula

- FY 27 Allocation is currently not released. District experienced a reduction in FY 26

8

Budget Impacts FY 27:

Technology:

- Critical replacements for School Level technology (i.e teacher laptops)
- 5- year technology plan for grades 1,6, and 9 will require a purchases previously covered by grants and fund balance allocations
- Insurance Requirements for CyberSecurity

Facility:

- Critical building and equipment upgrades
- Playground upgrades and repairs

Transportation:

- Necessary Fleet Upgrades and repairs
- Ongoing Safety Contracts (i.e cameras, routing)
- Van Purchases (out of district and after-school trips/athletics)

Curriculum:

- Required Curriculum purchases for multiple grade levels and subject areas
- Migration of necessary programs out of Title II and III

Administrative Office Relocation

9

Facility Maintenance Expenditure

Under Rhode Island General Law 16-7-36(11), "Maintenance expenditures" means amounts spent for repairs or replacements for the purpose of keeping a school facility open and safe for use, including repairs, maintenance, and replacements to school facilities' heating, lighting, ventilation, security, and other fixtures to keep the facility in effective working condition.

- Maintenance shall not include contracted or direct custodial or janitorial services;
- expenditures for the cleaning of a school facility or its fixtures;
- the care and upkeep of grounds, recreational facilities, or parking lots;
- or the cleaning of or repairs and replacements to movable furnishings or equipment.

10

Budget Impacts FY 27:

Capital Improvement Costs:

Potential increase in Operating Budget to meet requirements of the Maintenance of Expenditure.

Rhode Island General Law 16-7-36(11), "Maintenance Expenditures"

- Square Footage of all school buildings times \$3.00 per sq ft;
- 3% of total replacement value of buildings
- 3% of operating budget

Historically, NKSD calculates MOE using 3% of the operating budget = \$2,508,795

11

FY 27 Anticipations

- Projected Expenditures: \$85,299,045
(2.0% increase from FY 26 Budget based on previous budget impacts listed)
- Projected Revenues (\$19,360,475)
 - Tuitions: \$4,950,384
 - Preschool Tuition: \$110,000
 - State Aid: \$13,374,431*
 - Medicaid: \$331,660
 - Other Earnings: \$144,000
 - Investment Earnings: \$450,000

*assumes level funding from FY25

12

President Mancini thanked Dr. Duva for his presentation. He further stated that he listened to the last School Committee Meeting and some members of the committee talked about this presentation may not include things in the budget and the Superintendent eluded that he is still meeting with the principals to determine staffing needs, grants are going down, and needs are increasing which he understands and appreciates. He believes this Council has a history of working with the School Department to make sure our kids receive a quality education. However, we are dealing with an affordability crisis in our end, and we must balance that with what the taxpayers can afford. We will continue to work with the School Department; however, it is a challenge to find that balance. The Council is getting a lot of pressure from residents to not raise taxes.

President Mancini stated that the presentation indicates an increase for out of district placements and asked if there is a corresponding revenue increase for placement into the district or is that level funded. Lesli-Ann Powell, Finance Director for the School Department stated the tuition number does take into account additional students coming into the district.

President Mancini stated that he has spoken with the Manager regarding the health care increase of ten percent and he is concerned that it may come in higher.

President Mancini stated that he believes the state level funded the School Department last year which is concerning.

Councilor McCoy stated that he has been following what has been happening with the Department of Education and at the State level. The general premises is the federal government is shifting responsibility to the state level, and he asked if that was accurate. Dr. Duva stated that the decisions on how the funding is to be decided comes from the State Department of Education and not at a federal level. Councilor McCoy stated that his concern is if the federal government is not going to be providing the funding they have in the past, will RIDE or the AG's Office in cooperation with other states look to take legal action as the laws that created these programs have not gone away. Dr. Duva stated that the communication they have received from the Department of Education throughout this process is to let them know of any impact we have had as a result of the federal government shutting down the federal US Department of Education. RIDE has been working with us, and we do not have any further information about what the funding will look like. Councilor McCoy stated all programs are important and should be funded but he doesn't want to let the federal government off the hook. He would hope that the State and Municipalities would fight for these important programs.

In answer to Councilor Hill Ross's question of what the projected surplus is, Ms. Powell stated that it is projected to be around \$2.29 million; however, that is an unaudited number for FY2025. President Mancini asked what percentage of the budget that is. Ms. Powell stated approximately 2%.

Councilor McCoy stated that all school districts are in the same boat with all the federal programs. He asked if our district is exploring opportunities to share resources with other districts. Dr. Duva stated that we are always looking at how to work together with other districts and RIDE to realize savings.

Councilor Page stated that it appears enrollment is going down. Dr. Duva stated that when we look at historic data, NESDEC doesn't include in their projections out-of-district students who come back to the district for Middle School or High School.

President Mancini thanked the School Committee, Dr. Duva, and Ms. Powell for attending tonight's meeting and the Council is looking forward to working with them in the upcoming budget.

5. Discussion – Invitation to the Legislative Delegation to attend a future joint meeting with the School Committee to discuss legislative priorities for the 2026 Legislative Session

After a brief discussion, it was the consensus of the Council and School Committee to invite the North Kingstown Legislative Delegation to the January 26th Council Meeting at 7:30 p.m.

Ms. Alyward requested that topics for discussion be provided to her no later than Tuesday, January 20th to allow her time to provide them to the delegation.

6. A Resolution making award for Construction Management Preconstruction Services for the Wickford Middle School Project

A motion was made by Councilor McCoy, seconded by Councilor Drew and unanimously voted to adopt the following resolution:

A RESOLUTION MAKING AWARD FOR CONSTRUCTION MANAGEMENT PRE-CONSTRUCTION SERVICES FOR THE NEW WICKFORD MIDDLE SCHOOL PROJECT FROM PRIOR APPROPRIATION OF \$20,000,000 FOR CONSTRUCTION, IMPROVEMENT, RENOVATION, DEMOLITION, REMEDIATION, FURNISHING, EQUIPPING AND OTHER CAPITAL IMPROVEMENTS OF SCHOOL FACILITIES

SECTION 1. From the prior appropriation of \$20,000,000 in Resolution 25-21 for construction, renovations, remediation, alterations, additions and other improvements and/or related equipment for the North Kingstown public schools and all costs incidental thereto; \$100,000 is hereby designated for Construction Management Pre-Construction Services for the new Wickford Middle School Project.

SECTION 2. Per the recommendation of the School Committee from the foregoing appropriation, an award is hereby made to Shawmut Woodworking & Supply, Inc., d/b/a Shawmut Design and Construction, for Construction Management Pre-Construction Services per their proposal of November 12, 2025 and the School Department's RFP WMS CMAR dated October 22, 2025 in an amount not to exceed \$100,000 and the Town Manager shall execute any contract or future change order thereto to evidence such approval.

SECTION 3. This Resolution shall take effect upon its passage.

President Mancini recused himself from this vote.

The Council took Item Number 34 next.

34. Show Cause Hearing – Class B-Full Alcoholic Beverage and Victualling Licenses – HUY NGA, Inc., dba Saigon Hot Pot, 6900 Post Road.

A copy of the attached certified transcript is incorporated into these minutes.

Motion by Councilor Page, seconded by Councilor Drew and unanimously

VOTED: That the Town Clerk is instructed to issue the Class B-Full Alcoholic Beverage License for HUY NGA, Inc., dba Saigon Hot Pot, 6900 Post Road, upon receipt of a Certificate of Good Standing from the Rhode Island Division of Taxation and to issue the Victualling License with the understanding that no liquor is to be served until the Class B-Full Alcoholic Beverage License has been issued.

The Council took Item Number 7 next.

II. PUBLIC HEARING

7. Abandonment of a portion of Town Right-of-Way – Allens Harbor Road

Motion by Councilor Page, seconded by Councilor McCoy and unanimously

VOTED: To open the Public Hearing.

There was no public comment.

Motion by Councilor Page, seconded by Councilor McCoy and unanimously

VOTED: To close the Public Hearing.

Motion by Councilor McCoy, seconded by Councilor Page and unanimously

VOTED: To approve the request of the Quonset Development Corporation as Agent for the Rhode Island Commerce Corporation for abandonment of a portion of a right-of-way as shown on the plan, entitled, "ROW Abandonment Plan, Allens Harbor Road" prepared for Quonset Development Corporation by DiPrete Engineering, dated 11-6-2025, revised 12-1-2025; subject to:

1. Review and approval of the submitted survey and metes and bounds description.
2. The applicant is responsible for filing all necessary deeds associated with the road abandonment.
3. The Town Council shall cause a sign to be placed at each end of the roadway, which reads "not a public highway".
4. The applicant must provide notice by advertisement in the Independent once a week for three (3) successive weeks subsequent to the Town Council action.
5. The applicant must send notice by registered letter, return receipt requested, to the owners of lands abutting that part of the roadway that Town Council took action to abandon.

8. Public Comment

There was no Public Comment.

III. CONSENT AGENDA

Motion by Councilor Page, seconded by Councilor Drew and unanimously

VOTED: To approve Consent Agenda Item Numbers 9 through 31 as presented with the exception of Agenda Item Numbers 13 and 21.

9. Approval of Minutes

VOTED: To approve the minutes of the Regular Meeting of November 17, 2025 as submitted by the Office of the Town Clerk.

10. Tax Abatement List #885

VOTED: To approve Tax Abatement List #885 submitted by Deb Garneau, Tax Assessor, in the amount of \$7,236.86; and it was

FURTHER VOTED: That overpayments, if any, resulting from these abatements are hereby approved for refund by the Tax Collector.

11. Receipt of Donations

VOTED: To accept with gratitude the following donations in the amount of \$7,145.00:

For: Holiday Giving Program	
From: Jane Viera	\$2,000.00
First Baptist Church in Wickford	1,420.00
Newcomers and Neighbors Club	800.00
North Kingstown Women's Club	750.00
Linda Lamont	400.00
Paula Silvia	300.00
Sharon Wallace	300.00
Valerie Gardner	250.00
Raymond and Helen Gorman	200.00
Judith Peterson	200.00
Norman and Elizabeth Fortin	175.00
Lisa Burditt	150.00
Knitting, Etc. (Beechwood Knitters)	100.00
Casey Family	100.00

12. Award of Bid

VOTED: To award the bid for the Fire Department for Firefighter Personal Protective Equipment (structural firefighting gear) to C & S Specialty, Inc., 1181 Old Smithfield Road, North Smithfield, RI 02896, in the amount of \$12,657.60.

Funding will be through PFAS Settlement Funds.

13. Award of Bid

Motion by Councilor Page, seconded by Councilor Drew and unanimously

VOTED: To award the bid for the renovations, additions, and modifications to the Municipal Office Building to Superstructure Building Company, 381C Waites Corner Road, West Kingston, RI 02892, in the amount of \$2,216,000.00.

Funding for this project is as follows:

- \$1,104,650.00 funded by Town of North Kingstown ARPA Funds
- \$1,111,350.00 funded by Town of North Kingstown 2018 Bond Referendum

14. Approval of Purchase

VOTED: To approve the purchase of one (1) new Hurricane Stand on Blower for the Recreation Department to EH Turf Supply, Inc., 693 South County Trail, Exeter, RI 02822, in the amount of \$11,434.49 (MPA Contract 565fy25).

Funding is from Recreation FY2026 Budget - Equipment Repairs - Account Number 00116010-540513.

15. Authorization for the Fire Chief to renew a 2-year Service Contract

VOTED: To authorize the Fire Chief to renew a two (2) year Service Agreement with Stryker, ProCare Services, 3800 E. Centre Avenue, Portage, MI 49009, for the maintenance and repairs of medical defibrillator/heart monitors and automatic chest compression devices as follows: The cost will be locked in for 2 years at \$7,944.88 per year.

Funding is from Fire Department Operating Budget - Rescue Supplies Account (540312).

16. Authorization to Apply to RIDEM administered Tree Equity RI Grant Program

VOTED: To authorize the Planning Department to apply to the RIDEM Division of Forest Environment (DAFE)-administered Tree Equity RI Grant Program and the Urban & Community Grant Program for tree plantings along north Post Road.

17. Authorization for the Town Manager to execute a deed

VOTED: Pursuant to Section 314 of the Charter of the Town of North Kingstown, at the election held on November 5, 2024, the voters granted the Town the authority to sell Plat 049/Lot 037, the Town Council hereby authorizes the Town Manager to execute a deed and facilitate a successful closing for the property located at 0 Pendar Road, (Plat 049/Lot 037) to Peter G. Cournoyer and Caroline A. Cournoyer, Trustees of the Peter and Caroline Cournoyer Living Trust, and/or their assigns/designee, in the amount of \$30,001.00.

18. Authorization for the Town Manager to execute a Memorandum of Agreement

VOTED: To authorize the Town Manager to execute a Memorandum of Agreement between the State of Rhode Island Emergency Management Agency and the Town of North Kingstown for the Upgrade to the CodeRed Statewide Alert and Warning System.

19. Acceptance of the Learn365 Municipal Learning Project Math Matters Grant

VOTED: To accept the Learn365 Municipal Learning Project Math Matters RI Grant in the amount of \$40,000.00 to support expanded out of school programming in collaboration with the Recreation Department and the North Kingstown School Department Office of Family Learning.

20. Acceptance of Placemaking Phase 2 Grant Initiative and Donations

VOTED: To accept the Placemaking Phase 2 Grant Initiative from the Rhode Island Commerce Corporation in the amount of \$25,000.00 for the Iver the Mudslider Troll Project; and it was

FURTHER VOTED: To accept with gratitude the following donations in the amount of \$78,440.00 and goods and services for the Iver the Mudslider Troll Project:

Allen R. Southwick Trust	\$15,000.00
University Orthopedics	15,000.00
El Tapatio	8,500.00
McKay's Furniture	4,500.00
Dragon Palace	4,500.00
Heritage Kitchen	4,500.00
RI Energy	4,500.00
Washington Trust	4,500.00
Teddy Bearskins	4,500.00
Silversmith Orthodontics	4,500.00
Quonset Tavern by the Green	1,500.00
Danielle Iannotti	1,000.00
Centerville Bank	1,000.00
Michelle Gagnon and Family	1,000.00
North Kingstown Arts Council	500.00
O'Brien and Sons	500.00
Jim Findley	500.00
VFW Post 152	500.00
The O'Brien Family	500.00
Austin Payne/Cabinet of Curiosities	500.00
Toray Plastic	250.00
North Koffee	250.00
Danielle Hubbard & Family	100.00
Kathleen Kurowski	100.00
Janice Tetreault	50.00
Nancy Sherman	50.00
Jean Carmody	50.00
Areina Cabezas	25.00
Laura Kohl	25.00
Savannah the Medium	20.00
Adult Legault	20.00
TOTAL	\$78,440.00

Donation of items and services:

- South County Tourism
- Thompson Native Lumber
- Mi-Box for storage container on site
- Tilted Barn for oak barrels
- Dave’s Market for waters and misc. food items
- Iron Hauler for dumpster

21. Approval of Proposal for the Installation of a Wind Phone

Motion by Councilor Hill Ross, seconded by Councilor Page and unanimously

VOTED: To approve the proposal submitted by Melissa Devine for the installation of a Wind Phone at a location approved by the Town Manager along the Quonset Bike Path and to authorize the Town Solicitor to prepare a maintenance agreement to be signed by the Town Manager.

22. Letter of Resignation

VOTED: To accept the letter of resignation from Lynn Fontaine resigning from the Arts Council and that the Town Council send a letter of appreciation to her for the dedicated service she gave to the Town of North Kingstown.

23. Letter of Resignation

VOTED: To accept the letter of resignation from Kerrie Lanoie resigning from the Economic Development Advisory Board and that the Town Council send a letter of appreciation to her for the dedicated service she gave to the Town of North Kingstown.

24. Detective License Renewals

VOTED: To approve the following list of Detective License Renewals, expiring on December 1, 2026, subject to taxes and water paid to date, receipt of a bond, and receipt of a recommendation from the North Kingstown Police Department:

12/2/2025

Detective Renewal License
12 15 2025

NK#	Name	Address	City	State	Zip	Business Add	Phone	email
31	Russell A Bertrand ✓	591 Stony Ln ✓	North Kingstown	RI	02852	6595 Post Rd ✓	401-486-3999	bert.cgeri@verizon.net
54	Michael Clemente ✓	6101 Post Rd #38	North Kingstown	RI	02852	6101 Post Rd #38	401-365-3438	
14	Richard F Nagele ✓	66 Walnut Rd ✓	North Kingstown	RI	02852	66 Walnut Rd	401-474-2882	nagele@richardnagele.com
26	Martin Hyman ✓	641 Congdon Hill Rd ✓	Saunderstown	RI	02874	641 Congdon Hill Rd	401-294-3183	n123pp@gmail.com
57	Jaime Calore ✓	18 Bowline Dr ✓	North Kingstown	RI	02852	18 Bowline Dr	401-241-8616	soulopados1@gmail.com
5	Peter J Bruno ✓	44 Anthony Dr ✓	North Kingstown	RI	02852	44 Anthony Dr	401-258-2482	bruno58@gmail.com

All taxes/water assessments have been paid to date 12/9/25 *OKery* collection dept

25. Entertainment License (new)

VOTED: To approve the application for an Entertainment License by Michael Iadevaia, 50 Autumn Drive, for the North Kingstown School Department to hold an outdoor concert featuring Elementary School students on the grounds of the North Kingstown Town Beach Campus and bandshell, on Monday, June 8, 2026, from 3:30 p.m. to 7:30 p.m., subject to taxes and water paid to date and compliance with the recommendations of the Fire Department, the Police Department, the Planning Department, and the Building Official.

26. Refuse Collector – Commercial For Hire License Renewals

VOTED: To approve to January 1, 2027 the following list of Refuse Collector – Commercial For Hire License Renewals, subject to taxes, water, and any other assessments paid to date; receipt of a bond; inspection approval from the Transfer Station; and receipt of a Certificate of Insurance if needed:

12/2/2025

Commercial For Hire
Town Council Meeting 12/15/25

Lic #	NAME	DBA	ADDRESS	TOWN	STATE	ZIP	PHONE	Reg #
100	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	RI 161671
101	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	CT 76589A
103	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	RI 106294
106	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	RI 105426
107	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	RI 151672
110	Eastern Waste Services LLC ✓	Charlie's Rubbish ✓	280 Dry Bridge Rd ✓	North Kingstown	RI	02852	401-294-2969	CT 76267A
34	BM Rubbish Services Inc ✓	Blake Macera Rubbish ✓	2380 Middle Rd ✓	East Greenwich	RI	02818	401-885-3243	RI 109908
52	Edward F Briggs Disposal ✓	Briggs Disposal ✓	600 Carrs Pond Rd ✓	East Greenwich	RI	02818	401-294-6391	RI 91763
53	Edward F Briggs Disposal ✓	Briggs Disposal ✓	600 Carrs Pond Rd ✓	East Greenwich	RI	02818	401-294-6391	RI 2386
25	D & N Equipment Service Inc ✓		169 Brown Ave ✓	Johnston	RI	02919	401-943-6315	RI 33179

All taxes/water assessments have been paid to date 12/5/25 collection dept

27. Refuse Collector – Commercial Not For Hire License Renewals

VOTED: To approve to January 1, 2027 the following list of Refuse Collector – Commercial Not For Hire License Renewals, subject to taxes, water, and any other assessments paid to date; receipt of a Certificate of Insurance if needed; and receipt of a list of their North Kingstown clients:

12/2/2025

REFUSE COLLECTORS LICENSE - CNFH
TOWN COUNCIL MEETING
12/15/2025

Lic. #	NAME	DBA	ADDRESS	TOWN	STATE	ZIP	Phone	REG #
135	Timothy J Flynn ✓	Flynn Landscaping ✓	151 Sachem Rd ✓	North Kingstown	RI	02852	401-204-3892	1MY308
74	Caldwell & Johnson Inc ✓		6500 Post Rd ✓	North Kingstown	RI	02852	401-885-1770	3Y914
75	Caldwell & Johnson Inc ✓		6500 Post Rd ✓	North Kingstown	RI	02852	401-885-1770	1XT966
76	Caldwell & Johnson Inc ✓		6500 Post Rd ✓	North Kingstown	RI	02852	401-885-1770	1DT677
77	Caldwell & Johnson Inc ✓		6500 Post Rd ✓	North Kingstown	RI	02852	401-885-1770	106133
21	MEB Landscaping Inc ✓		3560 Quaker Ln ✓	North Kingstown	RI	02852	401-294-7546	4436
23	MEB Landscaping Inc ✓		3560 Quaker Ln ✓	North Kingstown	RI	02852	401-294-7546	4437

All Taxes/Water Assessments have been paid to date for above applicants 12/5/25 Collection Dept

28. Extended Hours Victualling License Renewals

VOTED: To approve to December 1, 2026 the following list of Extended Hours Victualling License Renewals, subject to taxes and water paid to date and compliance with the recommendations of the Fire Marshall, the Building Official, and the Water Department:

VABDJ Ext. Hours LICENSE RENEWALS
December 15 2025

NK #	NAME	DBA	BUSINESS LOCATIO	PHONE	SEATS	HOURS	LIC. HELD
104	Sunrich Inc	7 Eleven	7330 Post Road	401-295-7295	n/a	24 Hours	V Ext.
77	Aramark Inc	Aramark at Electric Boat Café	165 Dillabur Ave	401-268-2249	225	5:30 am-9:30pm	V Ext.

ALL TAXES/WATER ASSESSMENTS HAVE BEEN PAID TO DATE 12/4/25 COLLECTION DEPT.

29. Victualling License Renewals

VOTED: To approve to December 1, 2026 the following list of Victualling License Renewals, subject to taxes and water paid to date and compliance with the recommendations of the Fire Marshall, the Building Official, and the Water Department:

VABDJ LICENSE RENEWALS
December 15 2025

NK #	NAME	DBA	BUSINESS LOCATIO	PHONE	SEATS	HOURS	LIC. HELD
277	KJ Gourmet Inc	Seven Moons	6667 Post Rd	401-885-8383	3	11:00am-10:30pm	V
65	Breakfast Nook, Inc		6130 Post Road	401-884-6108	44	6:00am-2:00pm	V
264	Radhasoami LLC	Opet Gas	6690 Post Rd	269-816-3811	na	6:00am - 9:00pm	V
189	Shayna's Place LLC		45 Brown St	401-623-9620	24	9:00am-6:00pm	V
272	Village Ice Cream Co	Village Ice Cream Co	4 Brown Street	401-487-1824	10	12:00 pm-8:00 pm	V
180	Kristen A Murhpy	Kristen's Kreations Bakery & Sandwiches	6670 Post Rd	401-885-0580	10	7:00 am- 4:00 pm	V

ALL TAXES/WATER ASSESSMENTS HAVE BEEN PAID TO DATE 12/10/25 COLLECTION DEPT.

30. New Year’s Eve Policy for Alcoholic Beverages

VOTED: To adopt a New Year’s Eve Policy for the operation of establishments holding Class B-Full, Class B-Limited, and Class D-Full Alcoholic Beverage Licenses as follows:

1. Permission is granted to serve food until 2:00 a.m., January 1, 2026.
2. All sales of liquor will cease at 1:00 a.m., January 1, 2026, with no stockpiling of drinks prior to the hour of 1:00 a.m.
3. Establishments holding Dance Licenses will be allowed dancing until 2:00 a.m., January 1, 2026.

31. First Reading – Amendment to Chapter 2, Division 11, Section 2-389

VOTED: That this shall constitute the First Reading of an Ordinance in Amendment of Chapter 2, Division 11, Section 2-389 of the Code of Ordinances, Town of North Kingstown, entitled, “Created; appointment; composition” (Economic Development Advisory Board), and that this be advertised and referred to the Regular Town Council Meeting of January 12, 2026 for Second Reading and Consideration of Adoption.

IV. REPORTS

32. Report by the Town Manager

Town Manager Mollis gave the following report:



Town of
North Kingstown
RHODE ISLAND'S ONLY & OFFICIAL
AMERICAN WWII HERITAGE CITY

Manager's Report

December 15, 2025

A. Ralph Mollis,
Town Manager

School Department Capital Bond Projects

- Significant progress is taking place on the North Kingstown School Department's CIP and Middle School Capital Bond Projects.
- I participated as a member of the Interview Committee for the Construction Manager at Risk, and the Building Advisory Committee supported the Interview Committee's recommendation of Shawmut.
 - This was voted on earlier this evening by the School Committee and it on tonight's Council Agenda for approval as well.
- Updates were received from Perkins Eastman and Peregrine Group at our Building Committee Meeting last week:
 - Stage II is being voted on by RIDE tomorrow evening and works continues for a Stage III submission in January 2026.



- Significant progress is taking place relative to the School's CIP and Middle School Bond Projects. I participated as a member of the Interview Committee for the Construction Manager at Risk. The Building Advisory Committee supported the Interview Committee's recommendation of Shawmut which was voted on earlier this evening by the School Committee and is on tonight's Council Agenda for approval as well. We received updates from Perkins Eastman and Peregrine Group at our Building Committee Meeting last week. Stage II is being voted on by RIDE tomorrow evening and work continues for a Stage III submission in January of next year. I will continue to keep the Town Council up to date via my Manager's Reports.

Public Safety Complex Bond Projects

- We are continuing progress with the Public Safety Complex Bond projects as well.
- We are currently in the bid process for a Construction Manager at Risk.
 - A pre-bid meeting was well-attended; all bids are due 12/19.
 - Interviews will follow in mid-January 2026.
 - It is our goal to approach the Council with a bid award in late January.



- We continue making progress with the Public Safety Complex Bond Projects as well. We are in the bid process for a Construction Manager at Risk. We had a pre-bid meeting which was well attended, bids are due 12/19, interviews will take place mid-January, and our goal is to approach the Council with a bid award in late January.

I am also hoping to present the land swap Agreement with Quonset Development Corporation to the Town Council in late January or early February, depending on the timing and outcome of the land abandonment which is on tonight’s Council Agenda. As with the School Bond projects, I will continue to keep the Town Council up to date via my Manager’s Reports.

Updates

- We continue with regularly scheduled meetings with Revolution Wind regarding their Offshore Wind Farm.
- Onshore work is minimal, with 30 – 40 employees on site. Onshore energization is slowly taking place.
- Offshore turbine construction continues.
- We anticipate first PILOT rental payment this month.
- Energy to the grid is expected in late 2026, which would trigger the Personal Property and Host Community Agreement payments.

Revolution Wind

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- We continue with our regularly scheduled meetings with Revolution Wind regarding their Offshore Wind Farm Project. Onshore work is minimal with 30 – 40 employees on site. Onshore energization is slowly taking place. Offshore turbine construction continues to take place. We are anticipating the first PILOT rental payment this month. Energy to the grid is expected in late 2026 which would then trigger the Personal Property and Host Community Agreement payments. I will continue to keep you informed.

Updates

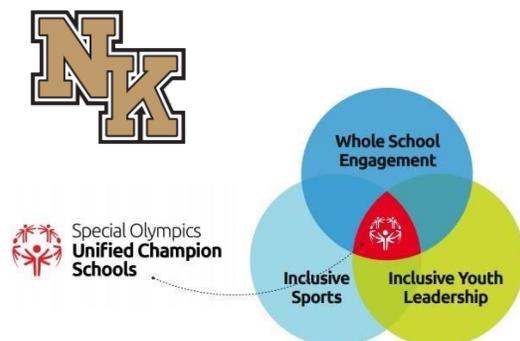
- I want to thank the North Kingstown Chamber of Commerce, the many sponsors, and our Police and Fire Departments, as well as our outstanding Public Works team (Adam Littlefield, Joe Paquet, Kyle Wicker, and Brian Boettger) for a very successful tree lighting on December 4th in Wickford's Updike Park.
- With over 6,000 lights on our tree this year, it looks outstanding.
- The efforts of everyone above resulted in a very enjoyable and successful night. Thank you!



- I want to thank the North Kingstown Chamber of Commerce, the many sponsors, our Fire and Police Departments and the outstanding Public Works Team of Adam Littlefield, Joe Paquet, Kyle Wicker and Brian Boettger for a very successful tree lighting on December 4th. With over 6,000 lights on our tree, Updike Park looks outstanding, and their efforts resulted in a very enjoyable and successful night.

Updates

- I want to, once again, congratulate our North Kingstown School Department as they were recognized by the Special Olympics as a Unified Champion School.
- I was honored to participate and join Superintendent Duva in speaking at last week's impressive ceremony.
- Congratulations to our students, teachers, athletes, and administrators on this incredible award and achievement.



A program for schools that intentionally promotes meaningful social inclusion by bringing together students with and without intellectual disabilities to create accepting school environments, utilizing three interconnected components.

- I want to, once again, congratulate the North Kingstown School Department as they were recognized by the Special Olympics as a Unified Champion School. I was honored to participate and join Superintendent Duva in speaking at last week's impressive ceremony. It is truly something our community can be proud of. Congratulations to our students, our teachers and our Administrators on this incredible award and acknowledgement.

Updates

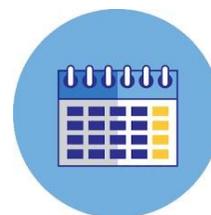
- As a member of the Executive Board of the RI League of Cities and Towns, I attended the November Executive Board meeting for what was a busy agenda and included an interesting presentation on legislation that is being introduced for Recycling Reform.
- It would, on a voluntary basis, allow residents to maximize their recycling, resulting in an extension of the life of the landfill and collective savings for our cities and towns amounting to hundreds of thousand of dollars.
- I had the opportunity to speak with the presenters and will continue to follow this legislation with updates to Council at future meetings as information becomes available.



- As a member of the Executive Board, I attended the November Executive Board Meeting of the RI League of Cities and Towns. Within what was a very busy Agenda, was an interesting presentation on legislation that is being introduced for Recycling Reform. It was a very interesting presentation which would, on a voluntary basis, allow residents to maximize their recycling, resulting in an extension of the life of the landfill and savings for our cities and towns of hundreds of thousands of dollars. I had the opportunity to speak with the presenters afterwards and I will be following this legislation and will update the Town Council at future meetings.

Updates

- We had a meeting of our Audit Committee last week.
- According to our Auditors, a 30-day extension will be needed to complete and submit out Fiscal Year 2025 Audit to the Auditor General, as result of the consolidation of Marcum and CBIZ, requiring additional testing and controls on their end and reflecting a change in reporting requirements and software upgrade at RIDE which has delayed the School Department in submitting information.
- At my request, CBIZ will still provide me year-end financials by 12/31, so as not to delay Fiscal Year 2027 budget projections.



- We had a meeting of our Audit Committee last week and we will be filing for a 30-day extension to complete and submit our Fiscal Year 2025 Audit to the Auditor General. According to our Auditors, this extension is necessary due to the consolidation of Marcum with CBIZ requiring additional testing and internal controls on their end and a change in the grant reporting requirements and software upgrade at RIDE which has delayed the school submitting this information to CBIZ. At my request, CBIZ will still provide me with year-end financials by 12/31 in order that I have that information as I compile the Fiscal Year 2027 Budget projections.

Update: RIDOT

- We met with RIDOT recently, and they have agreed to push up paving on Phillips Street to be earlier than originally projected. The schedule will depend on whether the Town and School Department will utilize Phillips Street to connect sewers to the new middle school.
- RIDOT's plan is to mill and level a paving course for the remainder of Phillips Street to the intersection of Ten Rod Road and Boston Neck, sometime in the spring or early summer of 2026.
- Additionally, this morning, I spoke with RIDOT Director Alviti and his project staff for an update on the Devil's Foot Road project.
 - RIDOT has had issues with Amtrak and utility relocation which has delayed the reopening of this bridge.
 - I explained our concerns regarding school bus routes, delays in residential access, and our public safety agreement with East Greenwich – they were very understanding and reiterated their commitment to doing all they can to address these concerns and get the bridge re-opened.
 - Director Alviti will be reaching out to the Federal Secretary of Transportation as this bridge is one of many being impacted by Amtrak delays.
 - RIDOT will keep me up to date every two weeks; they anticipate it re-opening sometime between the end of Feb. & mid-April 2026, based on Amtrak cooperation and weather impacts.



- **Some brief RIDOT news:**

We met with them a couple of weeks ago and they have agreed to push up their schedule on paving Phillips Street. Dependent on whether the Town and School Department will utilize Phillips Street to connect sewers to the new Middle School, RIDOT's plan is to mill and level a paving course for the remainder of Phillips Street, to the intersection of Ten Rod Road and Boston Neck, sometime in the Spring or early Summer of next year.

On another note, I was on a call with Director Alviti and his team this morning where they provided me with an update on the Devils Foot Road Bridge. They've had issues with Amtrak and utility relocation which has delayed the reopening of this bridge. I explained to them our concerns regarding School Bus Routes, delays in residential access, and our public safety agreement with East Greenwich and they were very understanding and have committed to doing all they can to address the issues and get this bridge reopened. Director Alviti will be reaching out to the Federal Secretary of Transportation as Devils Foot Road Bridge is one of many being impacted by Amtrak delays. They will be keeping me up to date every two weeks, and they are projecting a reopening sometime between the end of February and mid-April based on weather conditions and Amtrak cooperation. I will continue to keep the public up to date.

Update

- The solar array proposed for the roof of the North Kingstown Food Pantry expansion project has been approved.
- As this is a Town-owned building, I had signed the agreement allowing this to be installed in 2026.



- I know this is an important issue to the Town Council, so I wanted to let you know that the Food Pantry has had the solar array being proposed on top of their roof approved. As this is a Town Building, I had signed the agreement allowing this. They are hoping to have this installed in 2026.

Update: Recreation Department

- Congratulations to Recreation Department Director, Chelsey Dumas-Gibbs, for utilizing a RI Trust Scholarship to complete the 8-hr Certificate Management Program in Culture, Communication & Conflict.
- **Event Reminder:** The Recreation Department's annual New Year's Day plunge at our Town Beach will be on Thursday, January 1 at 1:00 p.m. sharp. The event will start at 12:30 p.m. -- no registration is required, but you're welcome to pre-purchase event t-shirts and sweatshirts for adults and youth before December 17th:
<https://nkrecpolar25.itemorder.com>



- Finally, with some Recreation Department news: Congratulations to Chelsey Dumas-Gibbs on utilizing a Trust Scholarship to complete the 8-hour Certificate Management Program in Culture, Communication, and Conflict.

And the Recreation Department's Polar Plunge will take place on New Year's Day at our Town Beach at 1pm sharp. While no registration is required, please feel free to visit the Recreation Department's page on our website to pre-order Polar Plunge T-shirts.

Thank you.

A. Ralph Mollis,
Town Manager

December 15, 2025



Mr. Mollis wished everyone a Merry Christmas, Happy Holidays, and a very Happy New Year.

President Mancini stated that the Wickford Elementary School Project has been delayed way to long and asked if there are any updates on that project. Mr. Mollis stated that we met with the developer recently and asked him to fast track his application with the Planning Department and possibly combine the two projects as they are still working with CRMC on the Old Theatre Project. Assuming there are no obstacles out of their control, we want to close on the property by the end of March 2026. President Mancini asked that the Council be kept informed of the progress of this project as it is very important in enhancing Wickford.

V. OLD BUSINESS

33. Approval of Electricity Supply Agreement and Good Energy Contract Amendment/Extension

After a brief discussion, a motion was made by Councilor Drew, seconded by Councilor Page and by a Roll Call Vote it was

VOTED: That the Town Council authorizes the Town Manager to execute a three-year extension to the Electricity Supply Agreement to provide electricity supply for North Kingstown’s community aggregation program known as Ocean State Community Electricity, bringing the agreement to an end in January 2031; and it was

FURTHER VOTED: That the Good Energy Services Agreement will continue to align with the Electricity Supply Agreement and any extensions with the competitive supplier; and it was

FURTHER VOTED: That prior to the Town Manager executing the contract, the Solicitor must review and confirm that the Electricity Services Agreement is consistent with the authorizing resolution, the aggregation plan as approved by the Council, and the criteria described in Resolution No. 26 passed by the Town Council on February 10, 2025.

Councilor Drew	-	Yes
Councilor McCoy	-	Yes
Councilor Page	-	Yes
Councilor Hill Ross	-	No
President Mancini	-	Yes

V. NEW BUSINESS

The Council took Item Number 35 next.

35. Coastal Resources Management Council Application Number 1987-09-072

Motion by Councilor McCoy, seconded by Councilor Page and unanimously

VOTED: That no substantive objection be filed to Coastal Resources Management Council Application Number 1987-09-072 to allow David and Lauren Dressler to construct and maintain a new section of fixed pier with a ramp to a float, 20 Oakland Avenue, Plat 91, Lots 196 and 197.

36. Coastal Resources Management Council Application Number 2025-10-050

Motion by Councilor McCoy, seconded by Councilor Page and unanimously

VOTED: That no substantive objection be filed to Coastal Resources Management Council Application Number 2025-10-050 to allow Jane O’Neill to construct and maintain a new dock replacing a dock greater than 50% destroyed, consisting of a ramp to a fixed pier, to a ramp to a float, 64 Enfield Avenue, Plat 117, Lot 24.

37. Alcoholic Beverage License Limits for 2025-2026

Motion by Councilor Page, seconded by Councilor Drew and unanimously

VOTED: To set the Alcoholic Beverage License Limits for 2025-2026 as follows:

- Class A - 4
- Class B - 28
- Class BL - 10
- Class C - 3
- Class D – 1

38. Amendment to the Composition of the Arts Council Membership

After a brief discussion, a motion by Councilor Page, seconded by Councilor Hill Ross and unanimously

VOTED: To amend the composition of the Arts Council Membership from 10 to 12.

39. Arts Council – Appointment

Motion by Councilor Page, seconded by Councilor McCoy and unanimously

VOTED: To appoint Nancy Rafi, 45 Madison Avenue, to the Arts Council to March 1, 2027, to fill the unexpired term of Lynn Fontaine.

40. Board of Canvassers – Appointments

Motion by Councilor Drew, seconded by Councilor Page and unanimously

VOTED: To appoint Meredith Whittaker, 41 Linwood Drive, to a Full Member from an Alternate Member, to the Board of Canvassers to March 1, 2026; and it was

FURTHER VOTED: To appoint Katherine Somers, 400 Congdon Hill Road, Saunderstown 02874, to the Board of Canvassers to March 1, 2029, to fill the unexpired term of Joan Pucino.

41. Correspondence

11/18/2025 – Kerri Hicks - Clarifying question about the Good Energy Program regarding the opt-out structure.

11/20/2025 – Sarilee Norton - Applauding the Town for the roundabout which is working very well; in favor of the Good Energy Program for providing another option to NK residents.

12/10/2025 – Michael Longtin - Question about Good Energy Program regarding energy rates.

12/11/2025 – John Machata - Request for Ryan Park trail maintenance and improvements; Chelsey responded with a lot of information about why things can and cannot be completed (funding and permitting).

12/15/2025 – Mary Worobec - Regarding the recommendation of Shawmut as the construction manager at risk for the new Wickford Middle School, emphasizing their experience with net-zero buildings and school buildings.

VII. ADJOURNMENT

The meeting adjourned at 8:06 p.m.

Jeannette Alyward
Town Clerk



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STATE OF RHODE ISLAND

HEARING OF: North Kingstown Town Council

IN RE: New Business: Show Cause Hearing - Class B-
Full Alcoholic Beverage and Victualling Licenses -
HuyNga, Inc., dba Saigon Hot Pot, 6900 Post Road.

DATE: December 15, 2025

TIME: 7:08 PM

PLACE: North Kingstown Town Hall
80 Boston Neck Road
North Kingstown, RI 02852

MEMBERS PRESENT:

Gregory A. Mancini/President
Linnea M. Drew
Elizabeth Hill Ross
Dr. Kimberly Ann Page
Matthew B. McCoy

ALSO PRESENT:

Jeannette Alyward.....Town Clerk
James Callaghan, Esq.....Town Solicitor
A. Ralph Mollis.....Town Manager

1 DECEMBER 15, 2025

2 (This portion of the hearing commenced at 7:08 p.m.)

3 PRESIDENT MANCINI: I think we're going to
4 take Item 34 next. Are you ready for that?

5 THE CLERK: I'm ready for that.

6 PRESIDENT MANCINI: Okay. My next question
7 is, is our solicitor ready for that?

8 SOLICITOR CALLAGHAN: Ready.

9 PRESIDENT MANCINI: Okay. Stenographer is
10 ready. Mr. Solicitor, I am going to turn it over to you.
11 We have a Show Cause Hearing on a Class B Liquor License
12 and Victualling License for HuyNga, Inc., dba Saigon Hot
13 Pot. Do you want to go first, or have Mr. Flaherty go
14 first?

15 SOLICITOR CALLAGHAN: Sure, I can give a
16 short overview.

17 PRESIDENT MANCINI: Yes, I think that's a
18 good idea.

19 SOLICITOR CALLAGHAN: This issue came to our
20 attention in the past few weeks. Clerk Alyward has been
21 working on the material required for the renewal of the
22 liquor license at Saigon Hot Pot located at 6900 Post
23 Road. I spoke with Mr. Flaherty a couple of times a day.
24 Jeannette has, as well.

25 I think at this time it would be best for Jeannette

1 to give a short rundown of what's required and what's
2 currently outstanding. I know Mr. Flaherty has actually
3 supplied more material in the past 5 or 10 minutes. His
4 client is here, as well, and I think we can discuss
5 what's going on and the best way forward.

6 PRESIDENT MANCINI: Why are we having this
7 hearing?

8 SOLICITOR CALLAGHAN: The applicant has not
9 provided all the documentation necessary to renew the
10 liquor license at this time, especially including the
11 Certificate of Good Standing from the Division of
12 Taxation, as required.

13 PRESIDENT MANCINI: Is that a renewal, or is
14 that -- I didn't think it was a renewal.

15 THE CLERK: It is a renewal.

16 PRESIDENT MANCINI: Okay. All right.
17 Sorry.

18 SOLICITOR CALLAGHAN: He opened up maybe six
19 months ago; is that fair to say?

20 MR. FLAHERTY: August he opened.

21 PRESIDENT MANCINI: So it's really not a
22 renewal, is it?

23 THE CLERK: Yes, it is.

24 MR. FLAHERTY: They all renew in December.

25 PRESIDENT MANCINI: Okay. Thank you.

1 SOLICITOR CALLAGHAN: And they also have an
2 issue or had an issue with their victualling license to
3 serve food, but that has been, I think, since resolved in
4 the past few minutes. So Jeannette can give us a short
5 rundown as required of what's missing and what's
6 outstanding, and we can move forward.

7 THE CLERK: Are we good with the renewal
8 process? Is everybody okay with how we go about the
9 renewal process? Renewal packets are sent out to all
10 liquor license holders in August, with specific dates to
11 file those applications to coordinate with public
12 hearings for town council meetings. They have to file
13 the application, and at a minimum pay a filing fee of
14 \$60. All renewal applications have to be advertised for
15 three consecutive weeks prior to the public hearing by
16 the town council. Once the application is heard and
17 approved, we would then issue the license as long as all
18 the supported documents and payments have been submitted
19 and a Certificate of Good Standing from the Division of
20 Taxation is received.

21 What is required with the application is the diagram
22 of premises, signed rules and regulations, list of
23 stockholders of the corporation, review sheets signed by
24 the police department, planning department, and water
25 department, victualling application, entertainment

1 application, if applicable, and dance, jukebox,
2 amusement, if they have those devices, a copy of the
3 Department of Health certificate for the victualling
4 license, a copy of all alcohol server training
5 certifications, a copy of the menu, certificate of
6 liability insurance naming the town as the certificate
7 holder in the amount of one million dollars, fire
8 department and building approval and, of course, the
9 Certificate of Good Standing from the Division of
10 Taxation.

11 PRESIDENT MANCINI: And you said you send
12 these out in August?

13 THE CLERK: We send them out in August with
14 a deadline to be filed in September, beginning of
15 October, for the first public hearing October 20th.
16 Their renewal went on November 17th to the council, and
17 it's contingent upon all those documents that I just
18 mentioned.

19 What we need at this point to issue their liquor
20 license is a Certificate of Good Standing, which in my
21 conversation with the Division of Taxation today, they
22 had not applied for as of today, their license fees, an
23 updated copy of their liability insurance naming the town
24 as the certificate holder. We did receive today a copy
25 of their Rhode Island retail sales tax permit, and we

1 need the signed review sheet by the police, fire -- not
2 fire, police, planning, and water.

3 As far as their victualling license, we have their
4 retail sales tax permit, and Mr. Flaherty just gave us a
5 check for their license fee, and we have the review
6 sheet. So the biggest thing is the Certificate of Good
7 Standing. I did receive an e-mail today with an
8 insurance policy that was 132 pages. I did not have time
9 to see if the liability certificate was in that document.
10 If you could just send me that.

11 MR. FLAHERTY: I'll look for that tomorrow
12 and get you that important page. That came in after I
13 left today, and I just forwarded the whole thing. I
14 apologize for that.

15 PRESIDENT MANCINI: Mr. Flaherty -- are you
16 done, Jeannette?

17 THE CLERK: I think so. James, are you all
18 set?

19 SOLICITOR CALLAGHAN: I think that covers
20 it. Thank you.

21 PRESIDENT MANCINI: Mr. Flaherty, do you
22 have anything to add?

23 MR. FLAHERTY: Nothing else to add. I did
24 the checklist from all the various departments, and I did
25 hand it to the clerk just now. The only thing that's

1 missing is the Certificate of Good Standing from
2 Taxation. I would like to explain that Mr. Nguyen, the
3 proprietor, didn't do anything willfully here. This is
4 his first year in business. He doesn't have a big office
5 staff. He tries to handle everything himself, and
6 frankly he got overwhelmed here.

7 What happened with the Division of Taxation is that
8 when you first start collecting the sales tax, you're
9 supposed to submit a monthly sales tax report with your
10 tax. He hadn't done that yet. So in order to get the
11 Certificate of Good Standing, he had to set up an
12 account. The account was requested prior to December
13 12th. I just got on this today, I just found out today,
14 and I forwarded the documentation of the account being
15 requested, and a pass code or password would be sent in
16 five business days, not by an e-mail, by mail, so he's
17 going to have the ability to pay his taxes tomorrow or
18 Wednesday, and that would take some time to process those
19 and get the Certificate of Good Standing back from
20 Taxation.

21 We've made every effort to comply with everything we
22 could comply to today, and I appreciate speaking with
23 Mr. Callaghan, and I understand that the victualling
24 license may remain since that seems to be up to date.
25 It's very important that the business have a liquor

1 license this time of year, Christmas parties, Christmas
2 celebration, New Years Eve, et cetera. This would be a
3 very expensive time to go through a suspension and not be
4 able to serve.

5 Another suggestion I had would be to continue the
6 whole hearing one month. I believe we will have a
7 certificate in the meantime and come back and provide
8 that documentation, and give him a warning or take action
9 at that time, but I leave it to the Board's discretion.
10 I would thank the clerk for working with me.

11 PRESIDENT MANCINI: We certainly understand
12 and are empathetic to small business owners, and we
13 support small business owners, but we have to balance
14 that with having one set of rules that everyone plays by.
15 We appreciate your good faith in trying to hustle to get
16 the information relative to the victualling license, but
17 as I stand right now, and correct me if I'm wrong, the
18 recommendation of the solicitor and the clerk is to
19 suspend the liquor license. Is that correct;
20 Mr. Callaghan? Do you want to further comment on that?

21 SOLICITOR CALLAGHAN: Unfortunately, yes. I
22 think that based on the scenario here, a suspension with
23 a condition that they supply the certificate is most
24 appropriate. I'd like to work with them, but this is
25 really out of our control unfortunately, and it's

1 something that Jeannette, the Clerk's office, did attempt
2 to get for a number of months, so...

3 THE CLERK: There were countless phone calls
4 and e-mails by my staff.

5 PRESIDENT MANCINI: I want to say that I
6 think your explanation is very credible, and I am
7 certainly empathetic, but it has been since August.
8 That's my opinion anyway. I don't know how the rest of
9 the council feels.

10 I would say this much, my thought to my fellow
11 counselors is I don't think we need another hearing. We
12 can approve it, or I guess conditionally approve it once
13 we receive the information from Taxation, the Letter of
14 Good Standing, from Taxation, correct?

15 THE CLERK: That is correct. Once I have
16 what we need for the liquor license, I will sign off on
17 it and issue the license. My only question to the
18 solicitor as far as the victualling license, does there
19 need to be verification that the alcohol is not in the
20 serving area?

21 SOLICITOR CALLAGHAN: Well, I think it
22 should be at least covered, removed from the area, or
23 covered, and then of course the town can always do a spot
24 check at some point; and if it does, come back here for a
25 separate show cause hearing, which no one wants.

1 PRESIDENT MANCINI: I don't think that will
2 happen. I think they're acting in good faith. So,
3 Mr. Flaherty; and, sir, I don't know if you want to say
4 anything yourself, we certainly want you to be
5 successful, and we support your business, but by the same
6 token, I think we've tried in good faith -- the staff has
7 tried in good faith to get this information so you
8 wouldn't be in violation of the laws.

9 MR. FLAHERTY: I understand that. I
10 appreciate your courtesy with regard to the victualling
11 license, and if this approves subject to the one paper we
12 can't get right away, that's more than fair.

13 THE CLERK: Mr. Flaherty, I think you'll
14 have better luck now with the Division of Taxation than
15 during the renewal period because all that's done.

16 MR. FLAHERTY: Everyone wants it at the same
17 time, right.

18 THE CLERK: And I did talk to an agent
19 today, and it sounded like once everything gets filed,
20 they'll be able to push it out.

21 MR. FLAHERTY: Okay.

22 PRESIDENT MANCINI: And do you know who you
23 are dealing with at Taxation?

24 MR. FLAHERTY: Do I have a what?

25 PRESIDENT MANCINI: Do you have a person

1 you're dealing with at Taxation?

2 MR. FLAHERTY: The only person that we have
3 now is the person that said we acknowledge you have
4 requested a password.

5 THE CLERK: They will assign an agent.

6 MR. FLAHERTY: Right, but no one has been
7 appointed to review the returns that haven't been
8 submitted yet; so, no, we don't.

9 THE CLERK: My suggestion to you is keep on
10 top of them, and call on a regular basis.

11 MR. FLAHERTY: We will.

12 PRESIDENT MANCINI: So does anyone have a
13 different opinion on the council than what staff
14 recommends?

15 MEMBER PAGE: No. I would feel comfortable
16 with going with what the staff recommends. You deal with
17 this far more often than we do, and it sounds like you've
18 made a good faith effort, so I'm okay with it.

19 THE CLERK: And honestly we had Certificates
20 of Good Standing coming in the very last day, so it's not
21 only this particular business. This was a tough year for
22 renewals.

23 PRESIDENT MANCINI: It was a tough year. I
24 have seen a lot of non-renewals throughout the state.
25 So, do you want us to make a motion on that?

1 THE CLERK: I'll ask James what kind of
2 motion.

3 SOLICITOR CALLAGHAN: I think a motion to
4 renew subject to receipt of the Certificate of Good
5 Standing. In the meantime, liquor should not be served
6 until --

7 THE CLERK: So the renewal has already been
8 approved, so I think it should be the issuance once --

9 SOLICITOR CALLAGHAN: Right. That makes
10 sense. Motion to issue the license upon receipt of the
11 Certificate of Good Standing, and obviously no liquor can
12 be served in the meantime.

13 PRESIDENT MANCINI: Kim, can you just make
14 that motion?

15 MEMBER PAGE: Yes. That is my motion.

16 PRESIDENT MANCINI: Second?

17 MEMBER DREW: Second.

18 PRESIDENT MANCINI: All in favor say aye.

19 (ALL RESPONDED AYE)

20 PRESIDENT MANCINI: Any opposed?

21 (NO RESPONSE)

22 PRESIDENT MANCINI: The ayes have it. Good
23 luck, sir, and sorry we have this hiccup, but I'm sure
24 you'll do well.

25 MR. NGUYEN: Thank you very much.

1 THE CLERK: Mr. Flaherty, if you need any
2 help, let us know.

3 MR. FLAHERTY: I appreciate that.

4 (This portion of the agenda adjourned at 7:20 p.m.)
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C E R T I F I C A T E

I, Meredith A. Fortune, do hereby certify that the foregoing is a true, accurate, and complete transcript of my notes taken at the above-entitled hearing.

IN WITNESS WHEREOF, I hereunto set my hand this 29th day of December, 2025.



MEREDITH A. FORTUNE, RPR, NOTARY PUBLIC
MY COMMISSION EXPIRES 02/17/2027

DATE: December 15, 2025

IN RE: North Kingstown Town Council

HEARING OF: New Business: Show Cause Hearing - Class B-Full Alcoholic Beverage and Victualling Licenses - HuyNga, Inc., dba Saigon Hot Pot, 6900 Post Road.











