

TOWN BOARDS AND COMMISSIONS

Board of Assessment Review

Appointments: There shall be a board of assessment review consisting of three members appointed by the council for a term of three years.

Duties: The board of assessment review shall hear and consider the appeal of any property owner concerning the amount of his assessed valuation as determined by the assessor.

Correction in Assessment: If it shall appear that the valuations of any property has been erroneously or incorrectly assessed, the board shall have authority to order a correction. Such determination shall be certified by the board to the assessor whose duty it shall be to make such corrections in the valuation as the board may determine. If the tax roll has been certified by the assessor, he shall transmit the findings of the board to the council, which may cancel in whole or in part the tax based on such valuation in order to effect a correction.

Board of Canvassers

There shall be a bipartisan canvassing authority elected by the town council as provided by the constitution and laws of the state. Said canvassing authority shall be known as the board of canvassers and registration and shall be vested with all the powers and duties now or hereafter vested by law in the canvassing authority or board of registration of the town.

Budget Committee

There shall be a budget committee consisting of five members who shall be appointed by the town council. Each member of the town council shall appoint one member to the budget committee and following initial appointments, terms will be for three years.

The budget committee shall promulgate at its organizational meeting rules and regulations governing its operations and procedures, and said rules and regulations shall be approved by the town council. The budget committee shall complete its consideration of the budget, including all necessary conferences with the town council, the town administrator, department representatives, citizens and private corporations, not later than the second Monday in April in each year and shall annually on said date publish its recommended budget and budget message by filing two copies thereof with the town clerk. The budget committee recommendations shall be considered final at this time.

No later than the second Monday in April of each year, the budget committee shall cause copies of the budget recommendations to be delivered to each member of the town council and shall file one copy with the town clerk to be available for public inspection. Recommendations shall include an estimate of funds on hand and obligations pending as of the beginning of the new fiscal year, estimates of revenue anticipated together with its revenue and tax proposals, recommended expenditures divided into an operating budget and capital budget and such supporting explanations and information as it may deem appropriate or the council shall have requested. In

preparing the budget, the budget committee shall have the authority in consultation with the town administrator to alter the estimates submitted as it shall see fit.

Conservation Commission

Created, purpose, duties, powers. There is created a conservation commission, the purpose of which is to promote and develop the natural resources, to protect the watershed resources and to preserve natural esthetic areas of the town. Such commission shall conduct research into its local land areas and shall seek to coordinate the activities of unofficial bodies organized for similar purposes and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which in its judgment it deems necessary for its work. It shall make and keep an index of all open spaces within the town publicly or privately owned including open marshlands, swamps and other wetlands for the purpose of obtaining information on the proper use of such areas. It may recommend to municipal councils, boards or agencies a program for the better promotion, development, utilization or preservation of open areas, streams, shores, wooded areas, roadsides, swamps, marshlands and natural esthetic areas. It shall keep accurate records of its meetings and actions, and shall file an annual report with the town council. It shall have the power to appoint, subject to any personnel procurement program ordained by the town, clerks, and other employees it may from time to time require.

Finances. The conservation commission may receive gifts of funds, lands, buildings or other properties in the name of the municipality and may also acquire by gift, purchase, grant, bequest, devise, lease or otherwise the fee in such lands or water rights or any lease interest, development right, easement, covenant or other contractual right, including conveyances, and thereafter shall manage the same in accordance with the purposes set forth above.

Economic Development Commission

Organization. The economic development commission shall be composed of five members, residents of the town sympathetic toward industrial development within the town.

Powers and duties. The commission shall have the power to promote and encourage the location and development of new business in the town as well as the maintenance and expansion of existing business and for that purpose shall cooperate with the state, other local agencies and individuals whether in the town or in other municipalities.

Historic District Commission

Membership and appointment. The commission shall consist of seven qualified members, residents of the town, to be appointed by the town council president with the consent of the council. Members shall have a demonstrated interest in historic preservation.

Intent. The regulations in this chapter have been adopted to preserve districts and specific buildings of the town which reflect elements of its cultural, social, economic, political and architectural history. This chapter is designed to stabilize and improve property values in

such historic districts, to preserve specific buildings, to foster civic beauty, to strengthen the local economy and to promote the use of such districts and specific buildings for the education, pleasure and welfare of the residents of the town.

Juvenile Hearing Board

Membership. The membership of the North Smithfield Juvenile Hearing Board shall consist of seven electors of the Town of North Smithfield over the age of 18 years.

Duties of the board. The board shall be authorized to hear all first time misdemeanor offenses and truancy cases, and to recommend sanctions other than incarceration. The sanctions imposed by the board shall not exceed six months, and may consist of, but not be limited to: a.) Community service b.) Referral to counseling services c.) Reasonable curfews d.) Reasonable restitution.

Ordinance Development Committee

Creation, General Purpose. The Town Council hereby creates the Ordinance Development Committee for the general purpose of developing non-binding recommendations concerning certain ordinances that relate to zoning and planning. The committee shall have no executive or legislative powers.

Membership. The committee shall be comprised of seven voting members who shall be residents of the town and of good character.

Parks and Recreation Commission

Created, purpose, duties. There is created a commission of parks and recreation, the purpose of which is to promote, and coordinate the needs of the multiple recreational organizations in North Smithfield. Such commission shall assist in the administration and development of parks and recreational facilities and programs within the town for all the residents of the town. The commission may recommend to municipal councils, boards and/or agencies any programs it determines to be in furtherance of, and improvements to recreational opportunities for the town.

Members. The commission of parks and recreation shall consist of seven members appointed by the town administrator with the approval of the town council. The members of the commission shall be appointed for two-year terms and such terms to be co-terminus with that of the town administrator and town council.

Personnel Board

Organization. There shall be a personnel board consisting of five members who shall be appointed by the town administrator with the approval of the town council for terms of two and three years. Each member appointed shall be a person of good repute in his respective business, profession or trade, who is known to be in sympathy with the merit principle as applied to public employment. No member shall hold or be a candidate for any other public office or position and shall not be a member of any national, state, or local committee of a

political party, or an officer in any partisan political club or organization, or worker in any political campaign. They shall be qualified electors of the town.

Duties. To advise and assist the personnel director and town administrator on problems concerning personnel administration and the improvement of personnel standards in the town service.

Planning Board

Organization. There shall be a planning board consisting of five regular and two alternate members each of whom shall be a resident of the town. Members of this board shall be appointed by the town council for terms of five years.

Duties. The planning board shall make studies and prepare plans for the utilization of the resources and satisfaction of the needs of the town, with reference to its physical growth and development as affecting the health, safety, morals, and general welfare of the people and the economy and efficiency of community life. The board shall prepare and adopt a comprehensive plan for the development and improvement of the town. The board shall prepare and recommend to the town council a capital budget for the following year and a comprehensive six-year capital improvement program on an annual basis. The board shall regulate the platting or any other subdivision of land in accordance with provisions in the general laws of Rhode Island. The board shall file an opinion with the town council on all proposed amendments to the zoning ordinance, giving due consideration to the relationship of such amendment to the town's comprehensive plan, and shall recommend to the town council amendments to the zoning ordinance wherever there is a proposed major change in or extension of land use, transportation routes, public facilities, or public utility systems. At least once every two years the planning board shall review the zoning ordinance and make recommendations concerning its revision. The board shall report annually to the town council at the end of the fiscal year, summarizing the work of the preceding year and recommending plans for future development of the town. The board shall undertake such other work as may be assigned by the town council in connection with the physical growth and development of the town. The board shall have the authority to call upon other departments, boards, committees, or commissions of the town and agencies of the state and federal governments for assistance in performance of its designated functions and shall cooperate with such other departments and with state and federal agencies on community, regional, and state planning and development. The board may employ such technical assistance as it may deem necessary within the funds appropriated to it and may enter into agreements with the state, federal or regional agencies; the board may incur any expense necessary therefore, but it shall not for any purpose contract for or incur any expense greater than the amount appropriated or available therefore.

Public Safety Commission

Creation. There is hereby created a public safety commission consisting of three members who shall be appointed by the town council for three-year terms. The commission shall be composed of members who are residents of the town who are of good moral character.

Purpose; authority. The commission hereby created shall have the purpose of reviewing, upon request and vote of the town council only, the various departments of the town concerned with public safety (including, but not limited to, the police, civil preparedness and any other departments either within municipal control or under contract with the town dealing with the health, safety and welfare of the inhabitants of the town) for the following purposes: 1.) Budget requests and/or contracts relating to the aforementioned departments 2.) Long range planning in the area of public safety 3.) Rules and regulations concerning the operation of the various public safety departments 4.) Such other public safety matters as the town council may from time to time request be reviewed.

Redevelopment Agency

Purpose. The purpose of the North Smithfield Redevelopment Agency is to encourage, direct, and regulate new development and redevelopment within districts, and to acquire and redevelop those areas itself, which the agency determines cannot be redeveloped otherwise, in order to carry out the purposes of Title 45, Chapters 31-33, inclusive, of the Rhode Island General Laws.

Membership. There are seven members of the Redevelopment Agency, six of which are appointed by the town council and one by the town administrator. Following initial appointments, terms are for five years each.

Sewer Commission

Organization. The sewer commission shall consist of five members each a qualified elector of the town, appointed by the town council for a term of five years.

Powers and duties. To provide sewer services with the Town of North Smithfield. To be responsible for the construction, alteration, repair, maintenance and operation relating to the functions and services within its jurisdiction as defined in the Public Laws of Rhode Island of 1973, Chapter 84, as amended.

Zoning Board of Review

Membership. The Zoning Board shall be appointed by the Town Council and shall consist of five members, each to hold office for the term of five years. The Zoning Board of Review shall also include two alternates to be designated as the first (1st) and second (2nd) alternate members, and shall be appointed for a term of one year, sit as active members, and may actively participate in hearings. All members of the Board shall be residents of the Town and no member shall be an elected official or salaried employee of the Town.

Procedure. The Zoning Board of Review shall have the following powers and duties: 1.) To hear and decide appeals in a timely fashion where it is alleged there is error in any order, requirement, decision, or determination made by the Inspector in the enforcement or interpretation of this chapter, or of any ordinance adopted pursuant hereto. 2.) To hear and decide appeals from a party aggrieved by a

decision of an Historic District commission. 3.) To hear and decide appeals where the Zoning Board of Review is appointed as the Board of Appeals for airport zoning regulations pursuant to section 1-3-19. 4.) To authorize upon application, in specific cases of hardship, variances in the application of the terms of the Zoning Ordinance. 5.) To authorize upon application, in specific cases, special-use permits, where the Zoning Board of Review is designated as a permit authority for special-use permits. 6.) To refer matters to the Planning Board, or to other boards of the Town as the Zoning Board of Review may deem appropriate, for findings and recommendations. 7.) To provide for issuance of conditional zoning approvals where a proposed application would otherwise be approved except that one or more state or federal agency approvals which are necessary are pending. 8.) To hear and decide such other matters, according to the terms of this ordinance or other statutes, and upon which such board may be authorized to pass under such ordinance or other statutes.