



Town of North Smithfield
Annual Report
Fiscal Year 2014-2015
Office of the Town Administrator

Welcome To All

This report will update residents and businesses on the status of our Town. I hope you find this helpful in learning how your government works for you.

We consider our Town to be a **GREEN COMMUNITY**. We make every effort to follow that philosophy by working with businesses and contractors that share the same ideals. We work closely with each commercial business to ensure they consider energy efficient plans for new or upgraded construction. We seek to improve our local energy consumption and over the years have successfully secured hundreds of thousands of dollars in grant funding to reduce energy costs in our school and town buildings. We have been named by National Grid as an “Energy Champion” for the “Find Your Four” program which educated hundreds of residents on the benefits of lower energy consumption. We have recently joined forces with the R.I. Office of Energy Resources to encourage use of solar panels on residential and commercial rooftops. North Smithfield was chosen as the model community to develop new and innovative ways to protect and preserve the environment. This year finds us approving a Solar Farm in the Branch Village area of town. We also contracted with the largest number of residents and businesses to install thousands of solar panels that will energize homes and offices for years to come. This otherwise unusable land will now produce energy right here in North Smithfield. National Marker, located on Providence Pike in North Smithfield, was the first large business to commit to making the environment a safer place, and getting energy at a significantly lower cost. We also contracted with the largest number of residents and businesses to install thousands

of solar panels that will energize homes and offices for years to come. We are committed to expanding our efforts and sharing our successes with others and have participated in state-wide seminars on the work that is done in this rural community. We worked with our Federal delegation and others across the state to acquire a **National Park designation for the Village of Slatersville**. This was something that we knew would happen and it did, thanks to so many folks, not the least of which was our Federal Delegation, including Congressman Cicilline, Congressman Langevin, Senator Whitehouse and Senator Reed. This extensive process has resulted in the nation’s newest National Historical Park. That very prestigious distinction will allow us to promote and preserve the rich history of our town as the nation’s **First Planned Mill Village**.

We continue to seek funding for and are in the process of having a documentary film produced titled “Slatersville: the First Planned Mill Village,” produced by Breaking Branches Productions. This documentary film will highlight the town’s history through interviews and historic cinematography.

We continue to expand the effectiveness of our web site by uploading new forms and information needed by residents and businesses to view taxes, plats and lots, GIS mapping and more. This saves time and reduces costs involved with printing and prevents delays in obtaining information.

Residents continue to increase the amount of recycling that is brought to the landfill. New rules that allow mixing of bottles, cans, plastics and paper allow for quicker and easier recycling. Higher recycling rates result in a reduction in tipping fees that the

Town pays for trash disposal at the landfill. Residents and businesses have enthusiastically embraced the prospect of becoming the community with the highest recycling rate in the state. As a result of these efforts, the Town received a reduced rate for trash collection as well as a rebate from RI Resource and Recovery of several thousand dollars.

The North Smithfield Municipal Court continues to provide a local venue for those who must appear in court due to traffic and zoning infractions. We are committed to providing local access to court proceedings. The convenience of having evening court sessions is a practical way to approach the issue.

The local court saves trips to the Rhode Island Traffic Tribunal in Providence and is held during evening hours to accommodate those who work during the day. The Municipal Court fines can be paid at the court or can be paid in person at the North Smithfield Police Department Court window for convenience.

Public safety is at the forefront of our commitment to all residents. With that in mind, we continue to upgrade the police force vehicles, computer software, and have become the first in the state to achieve the Rhode Island State Certification. This was accomplished with a lot of hard work on the part of the entire department and especially the Captains. Job Well Done!

The North Smithfield Redevelopment Agency continues to work with the state RIDOT on infrastructure and pedestrian improvements to the Branch Village area. On their agenda at this time is the reinvention of the old Tupperware building on Great Road. The location has been cited

as a blighted area within the Branch Village redevelopment zone. Currently the NSRA is working in a private/public partnership to revitalize the building and restore jobs to the area.

I continue to work with Governor Raimondo and our colleagues in the House and Senate, as well as with other Mayors, Town Administrators and Town Managers, to ensure that the best interest of our citizens is in the forefront. Our Municipal Leaders Improving RI group seeks ways to share and improve services to our local communities through best practices. As a group we have promoted a unified approach to adopting legislation that advances the quality of life of our citizens. These city and town relationships further solidify our ability to work together.

The North Smithfield Food Pantry, now housed exclusively at The Slatersville Congregational Church, serves those who fall on hard times. As things change in our community, we identify needs and adapt programming to address methods to care for each other.

This year, the Town budget was analyzed and designed to continue providing exceptional services for our town and to give our School Department adequate funding, without placing an unnecessary burden on taxpayers. As we dealt with many issues that needed to be rectified, we made a commitment to the residents to provide a clean slate and a stable fiscal foundation. We have achieved those goals.

We value and uphold the promise of providing open communication and town government through our periodic updates on E-news, press releases, and radio news programs and town hall meetings. The

feedback we received is used as a guide to how we respond to the needs of those in our community. Our partnership with residents has become the foundation of this administration.

We continued our work with the Historic District Commission and the Slatersville Historic District, as well as with the National Park Service. The neighbors in the historic district understand the extraordinary significance of their homes and are ready to preserve their historic importance.



We continue our work and negotiations with Mayor Baldelli-Hunt and other officials in the City of Woonsocket on the upgrades to the water and wastewater systems so our residents are better served without placing any unnecessary burdens on users. Through these trying times we always continue to keep the best interest of our residents in mind.

Our Planning Department has made great strides with improving, developing and certifying the accuracy of our plat and lot maps, working with 911 records for accuracy, assisting with new business ideas, and working collectively with the new members of the Zoning Department to streamline commercial and residential permitting processes.

I serve as a Vice President for the League of Cities and Towns which provides for statewide best practices, lobbying and educational opportunities to improve how we serve our residents. The Governor has also appointed me to serve on the Access to Capital Sub-Committee at Commerce RI to review potential lending opportunities for businesses locating in Rhode Island. I am also a member of the Hassenfeld Leadership Municipal Advisory Board, Women’s Congressional Advisory Board, The RI State Emergency Response Commission, as well as appointment to the State Wide Permitting Committee to devise a uniform approach to permitting throughout the state. My goal as Administrator is to continue process improvement in the Town.

We held our 8th annual Great Pumpkin Festival allowing over 5,000 visitors to become part of our town during the crisp fall festival. This signature event continues to grow each year through the efforts of hundreds of volunteers and brings in hundreds of visitors to our great community.

“North Smithfield - Rich in History and Community Spirit”.

That says it all! We are proud of our past and looking forward to a bright future.

Thank you for the opportunity to serve you. This truly is a wonderful town!

Paulette D. Hamilton
Town Administrator

Building Inspection

Building/Zoning Official: James Cambio

E-Mail: jcambio@nsmithfieldri.org

(401) 767-2200 x 311

Zoning Assistant: Carl Johnson

Cjohnson@nsmithfieldri.org

(401) 767-2200 x 335

The Building & Zoning Department is responsible for interpreting and enforcing the State of Rhode Island Building Codes and Minimum Housing Codes, Town Zoning Ordinances, the Americans with Disabilities Act (ADA), as well as several other state regulations. The office responds to complaints, corrects violations, processes permit applications and performs plan review, as well as numerous other related building and zoning functions. If needed, violations that are not resolved are referred to the Municipal Court.

The Town of North Smithfield has been selected as one of ten communities to take part in a Statewide E-Permitting pilot program currently underway. This program will allow residents and contractors to apply for, obtain, and track the progress of building permit applications and inspections on-line. Our goal is to reduce the time spent on applications by residents and contractors, making the process more efficient.

This department also reviews and processes applications for variances and special use permits to be heard in front of the Zoning Board of Review.

Emergency Management and Homeland Security

EMA Director: Colonel Peter E.

Branconnier CET, Major John Wojcik,

Deputy Director: nsema@cox.net

(401) 767-2206 office, 767-2208 info line

The North Smithfield Emergency Management Agency (EMA) and Homeland Security Office (NSHS) provide services for emergencies, including natural and man-made disasters. The EMA's motto is "Always Ready, Always There."

In the spring, the EMA provides road guards for Clean and Green Day, staffing the control point, and delivering additional supplies to workers all over town.

The EMA has 12 active volunteer members. All are Red Cross certified in CPR, basic First Aid and traffic control. Some members are now licensed amateur radio operators thanks to trainer Bill Ewan, W1VH.

This Spring 2015, the EMA held a CPR, First Aid, AED and tourniquet refresher class for all officers, attended several Homeland Security trainings including terrorist incident response, radiological, biological and chemical detection. The EMA's cyber security team has attended bi-monthly meetings with the RI State Police and several conferences put on by Federal Agencies.



Recent work: During FY2014-2015, the EMA coordinated and provided security and traffic control at the annual flu clinic. EMA and CERT members participated in a recent demo by National Grid on the dangers of live wires.



Throughout FY2015, the EMA participated in many town events to help both the town's emergency departments and civic groups. These events included a major 5K road race, Pumpkin Festival and the popular Clean and Green Day. The department participated in search and rescue training, and First Responder Traffic Control. The Rotary Club of Woonsocket held its first annual Touch a Truck event at Homestead Gardens, where EMA officers provided traffic control and security for two days. At the same time on the other side of town, a fundraiser for pets was held at the North Smithfield High

School. EMA officers were on hand to help out.

The EMA staffed the emergency operations center (EOC) located at the Public Safety Center in the aftermath of the January blizzard. The EOC is equipped with WEBEOC, the latest internet communications system to maintain contact with all state agencies on the system. Communications gear at the EOC and Command Trailer rely on both amateur radio and citizens band class D radio.



Tens of thousands of dollars in Federal and State grant funds were obtained to provide new equipment for both EMA and the CERT program during 2015 from digital radios to new computers. Donations included an ATV and Rescue Trailer for off road work, and snowmobile donated by a local business owner for winter storm work.



Recent upgrades to a new MOTOTRBO digital repeater (purchased with federal grant funding) will allow many town departments to communicate in a major emergency. New mobile radios and portables were also part of new federal funding for the EMA and CERT groups' new system.



In the Spring of 2015 new CERT members were sworn in. Coming from all walks of life, these men and women volunteer their time and efforts to help the citizens of North Smithfield for events and in times of emergencies. Training, meetings and workshops go on all year so the officers are continually working for the benefit of the Town by learning new skills. At the event, several members were singled out for their

contribution to NSEMA including Capt. Jay Levenson and Sgt. Michael Monteiro.



The EMA is currently working with the Red Cross to become part of an emergency member notification system (Purvis) that will contact EMA members using multiple communication routes.

The department's efforts toward outreach include the use of social, television and print media as well as Twitter at www.twitter.com/EMANSFLD.

During the year, the nationwide NIXLE reverse 911 system began recruiting town residents for inclusion in a system to notify them of any impending emergency by various means such as text, e-mail, and phone.



The EMA meets once each month (third Wednesday at 7PM at the EOC) to plan and organize. Join us! Applications online at <http://nsema.org/>

Finance

Finance Director: Jason Parmelee

jparmelee@nsmithfieldri.org

(401) 767-2200 x304

Assistant Finance Director: Jerianne Nunes

The Finance Director, Jason Parmelee, has been performing Municipal Audits in the State of Rhode Island for the last 14 years. He has performed on various jobs, and has a vast knowledge of the Financial and Accounting Principles it will take to implement policies to bring the Town of North Smithfield Finance Department into the 21st Century.

According to Town Charter, the Finance Director directs, coordinates and oversees the operations of various divisions of the Finance Department including: Accounting, Accounts Payable, Tax Assessments, Human Resources, Information Systems, Payroll & Benefits, and Tax Collections. The Finance Director also serves as Treasurer/Collector, Human Resources Director and Information Systems Administrator.

The primary responsibilities of the Finance Department include financial planning, procurement and investment of funds, collection of all taxes and fees, payroll and benefit administration, accounts payable, financial monitoring of the budget and maintaining comprehensive local, state and federal financial records.

Recent work: After advisement by the Auditor General and his approval in April,

the Town went out to bid for an auditing firm to perform a combined annual audit of both the Town and School Department. The Town and School Department entered into a three-year contract with Bacon & Company, LLC. The annual audit for 2014-2015 is currently underway and should be completed before year end.

The Town's continuing participation in RI Interlocal Risk Management Trust's Health Pool and continued participation in wellness events along with decreased member claims resulted in an overall group health rate reduction of 5.0% although there was a group dental rate increase of 2.2%.

The Town contracted a report with Jim Lombardi, the former Town Solicitor, to review all past abatement issues, with findings on our website. The report discusses various past issues and how the town has implemented policies and procedures to ensure these issues will not resurface.

Tax Assessor

Tax Assessor: David Dolce

Tax Assessing Clerk: Michelle Mariani

mmariani@nsmithfieldri.org

767-2200 x325

The Tax Assessor's Office is located at 575 Smithfield Road in the Municipal Annex Building shared with the Police Department.

The Tax Assessor's Department is responsible for residential, commercial and tangible personal property Town assessments for taxation as well as several areas of administrative record keeping. These categories include:

Town-wide Assessments
Residential Buildings
Out-buildings and vacant land
Commercial Buildings
Industrial Buildings
Building Permit review
Patriot Properties CAMA
Opal Tax Administration
G.I.S. Mapping
Pictometry area overlay
Current Addresses
Current Ownership
Current land size of area
Farm Forest and Open Space
All Exemptions, Veterans, Senior
Tangible business property
Motor Vehicles

This office is responsible for the maintenance, indexing and storage of property record cards and all businesses located within North Smithfield.

Updates:

Tax Assessor Clerk, Michelle, continues to update documents for accuracy of tax information. She is proficient in assessing software and works with residents and business owners to ensure tax billing is correct. Any questions about abatements, appeals and values are handled by Michelle and the Tax Assessor.

This office works closely with the Town Clerk's office for business licenses and recorded plans and deeds. The Assessing Department is the lifeline of any community. The revenue generated allows the municipality to provide services for our community.

The Tax Assessor is responsible for the operation of the Tax Assessment function which is dictated by Rhode Island General Law and the North Smithfield Town Charter

and Ordinances. Guidance is also provided by the International Association of Assessing Officers regarding all facets of the assessment profession and the Rhode Island Association of Assessing Officers.

All decisions are ultimately the responsibility of the Tax Assessor regarding valuations and office policy and procedure. The Assessor is available to answer any questions that taxpayers have and explain the process by which values are established and the process by which taxpayers may appeal their values.

The Assessing Department also works in tandem with the Building Inspector's Department concerning building permits and zoning changes. In addition, they partner with the Tax Collector's Department to review any complaints or address changes. July and August are their busiest months due to first quarter tax payments and questions that may arise for abatements. They make every attempt to respond to citizens in a timely manner.

Tax Collection

Assistant Tax Collector: MJ Perry
mperry@nsmithfieldri.org
767-2200 ext. 328

Tax Collector Clerk: Rachel Lizotte
rlizotte@nsmithfieldri.org
767-2200 ex. 327

This department is responsible for the collection of all town taxes including residential and commercial real estate, tangible, motor vehicle, as well as sewer and water billing for usage and assessments.

The Tax Collector's Office has improved dialogue with residents, offering expanded

opportunities to understand the tax process and to answer questions.

Tax payments are accepted in person, by local mail, e-check and credit card on-line, and there is a drop-box inside and outside the entrance to the Town Annex. When needed, the department will work with residents to assist with entering into a payment plan option. This reduces the number of properties that are sent to tax sale and affords the resident some peace of mind.

Tax Collection works closely with the Building Department, Sewer Department and the Town Clerk's Office to verify that all taxes are current before a permit or business registration is issued.

They work with the state Department of Motor Vehicles by placing and removing registration and license blocks until taxes are current.

Fire and Rescue

Fire Chief: Joel Jillson
jillson@nsfd.necoxmail.com
(401) 762-1135



North Smithfield Fire & Rescue Service, Inc. is a combination of methods, materials,

physical assets and human resources strategically positioned to respond to the threat of fire, medical, hazardous materials, and all other emergency needs of the Town of North Smithfield and neighboring communities, 24 hours a day, 7 days a week, 365 days a year. Our motto is "**Save and Protect.**"

History: On January 1, 2002, the North Smithfield Fire & Rescue Service Inc. came into being after a complex three-year merger of the now defunct North Smithfield and Primrose Volunteer Fire Departments.

Presently we are a private, non-profit 501(c)(3) corporation overseen by a seven-member civilian Board of Directors. We contract annually with the Town of North Smithfield to provide fire prevention, inspection, code enforcement, plan review, and open burning oversight, fire suppression and mitigation, "Basic and Advanced Life Support" medical services, and Hazardous Material inspection and response mitigation. Integral to our system is a state of the art, computer-generated 24-hour-a-day fire alarm receipt and dispatch service.

Composition: We currently operate two fire stations, Station #1 at 675 St. Paul Street and the Headquarters, Station #2, located at 1470 Providence Pike.



They are manned around-the-clock by 23 paid professionals, 22 of which are members of the International Association of Firefighters, Local #3984. They are fire and rescue technicians, cross-trained at the highest state level of license and certification.

NSFRS consists of one Chief of Service, one Deputy Chief of Operations, one Fire Marshal, four Captains, four Lieutenants, and 10 Privates, strategically positioned to provide the most skilled and efficient service response within our resource capability.

The Town of North Smithfield has ownership of all apparatus. The department maintains ownership of the land, buildings, and equipment.

Thanks in part to the foresight of existing and previous administrations, along with a perpetuating sole source of funding from recurring third-party billing revenue, the Town has never had to utilize tax dollars in a capital expenditure to upgrade their fleet during the tenure of our existence.

We currently run with two pumpers, one ladder truck, two water tankers, three rescues (one in reserve), one Hazardous Materials response vehicle, two inflatable boats for water-related emergencies, and three vehicles operated by the Chief, Deputy Chief and Fire Marshall, who remain on call 24/7.

We marked the retirement of **Deputy Fire Chief E. Craig Beausoleil** after more than four decades of outstanding service. He has been replaced by newly promoted **Deputy Fire Chief Brayton Round II**.

Lieutenant Timothy Hagerty and Private Bryan Edge were promoted to the rank of

Fire/Rescue Captain and Lieutenant respectively.

Community services: Though emergency response remains our primary function, it is the department's collective philosophy that rendering a host of wide ranging and diverse community services to our clients is equally important. Thankfully, most citizens will never have the occasion to use our emergency service, but they very well may involve themselves in a host of other services we provide.

You may have cast a ballot at one of our station house polling places, used a station for a social or civic meeting, attended a Town board meeting, been a boy or girl scout in a troop of our charter organization, or purchased a reflectorized address sign fabricated and sold at cost.

We cover leaking residential roofs during inclement weather, pump water from residential basements, run community-based CPR programs, provide fire and medical youth education, and serve as a host organization for court mandated community service hours.

NSFRS was the recipient of a \$1,000 Good Neighbor Community Grant from Exxon/Mobil Gas for public education on Hazardous Materials. The department EMS Coordinator, Captain William K. Callanan was named by the Rhode Island Department of Health, EMT Professional of the Year. The department is both pleased and proud of their integral association. Another significant advance was the replacement of department cardiac monitor/defibrillators. The state-of-the-art and most important tools in our medical arsenal offer our Town clients the utmost of professional field intervention. In terms of our ongoing fleet

replacement plan, in 2015 we took ownership of a new Rescue, a Ford F550 from Specialty Vehicles and plans are underway to draft specifications for a new pumper.

Lastly, we pledge to recommit ourselves to continue to plan, educate, train, and prepare to advance our skills in an attempt to provide the very best of fire and rescue service.

Though legally separate and autonomous, we act and feel every bit a central entity of the Town of North Smithfield. Our doors remain open to our citizens and we remain readily visible, accessible, and involved. If there are questions or concerns, feel free to contact the Chief directly at 401-762-1135.

Library

Library Director: Susan Dubois
nsmlibrary@yahoo.com
(401) 767-2780



North Smithfield Public Library is a vital community resource serving North Smithfield and surrounding towns. The library provides access to printed, audio, visual and electronic material, along with programs for all ages. Our Youth Services Department offers a wide variety of programs for preschool through high school, including story times, after school activities,

and after-hour teen activities. The Summer Reading Program is always popular and a fun way to keep reading skills sharp while away from school. Adults are not left out of the fun; there are many programs, classes and activities including a knitters group, craft and jewelry classes, an adult coloring group, book groups and many special events.

North Smithfield Public Library is constantly evolving to keep pace with today's technology. In addition to the resources provided through the state at AskRI, we provide access to on-line learning for our patrons by subscribing to Atomic Training and Universal Class. Atomic Training has a wide variety of technology classes and Universal Class offers over 500 courses on various topics. Visit the library website at: <http://www.nspl.info/> where the 24/7 library provides access to all electronic resources: eBooks, classes, music, and research, available from any computer, anywhere. The library also loans e-readers.

An unusual asset that North Smithfield Library owns and maintains is Centennial Park, also named Eagle Point by the local scouts. This area, located behind the library, along the Branch River, features an island, trails, canal, and waterfalls. A new feature in the park this year is a Story Walk, which will continue on Fridays as long as the weather allows. Just follow the path and read the story as you go along. The park is open from dawn to dusk.

The library has an experienced and dedicated staff of eight with three full time MLS Librarians and five part time staff members. The library is open 51 hours a week during the school year and 44 hours during the summer.

Membership in Ocean State Libraries provides the library with circulation, cataloging, access to the state-wide library catalog, interlibrary borrowing, statistical tracking, technological assistance, network lines and Internet access as well as numerous databases. The North Smithfield Public Library is a separate public service corporation with its own Board of Trustees.

The Town provides approximately 75% of the Library's operating costs with the State providing the balance. The library relies heavily on granting agencies, such as the Champlin Foundations, to fund any capital projects. This year we have applied for a grant to begin a much needed interior renovation. If approved, we will finally be able to provide quiet study space and a dedicated teen area.

North Smithfield Public Library meets all 54 standards required by the state Office of Libraries and Information Service for certification, and thanks the Town for funding the library at a level sufficient to qualify for state grant-in-aid and meet the needs of our community.

The Library website, with continually updated information and resources, is available at www.nspl.info.

Planning

Town Planner: Robert Ericson, AICP
ericson@nsmithfieldri.org
(401) 767-2200 x312

The Planning Department guides development and growth throughout the Town based on state and local law and regulations for land use and planning. This includes review of subdivision and land development project proposals. We maintain the Comprehensive Plan and review

amendments to the Zoning Ordinance. We prepare Community Development Block Grant applications and a range of other grant applications for open space, energy conservation, historic preservation, and environmental restoration.

The Town Planner coordinates storm water and floodplain management programs, US Census data and state affordable housing data. He provides environmental liaison to the Rhode Island Department of Environmental Management (RIDEM).

Staff provides support to the Planning Board, Town Council, Economic Development Commission, Redevelopment Agency and other boards/commissions as needed.

Recent Work: We continued to work with other departments to inspect site construction at Dowling Village. We contract with an engineering firm for inspections, and the developer reimburses the Town through an escrow fund. The same process was used for the new Walgreens pharmacy.

We continued to work with the National Park Service and the Blackstone River Valley National Heritage Corridor Commission planning the new multi-site National Park that includes Slatersville, the first planned mill village in America. We continued to work with the Rhode Island Department of Transportation and other state agencies to complete design of the planned Slatersville stone arch bridge widening and related pedestrian improvements.

We reviewed five subdivision plans and four major land development plans during the year. The latter included new buildings for

University Orthodontics and Anchor Subaru, an addition to Wide World of Indoor Sports, and an assisted living facility. We continue to improve our system for pre-reviewing plans sent by email as PDF files. That allows us to identify problems and discuss design solutions before the applicant submits multiple copies of a paper plan set.

2016 Comprehensive Plan: The new plan needs to be submitted to the state by June 2016. Beginning in October 2015, we will hold public hearings to discuss content and incorporate any additional citizen idea.

Assistant Planner Roberta Moneghan and Planning Intern Jessica Pflaumer have written key chapters. Previous Planning Intern Nicole Sacha researched the status of recommended actions from the 2006 Comp Plan.

Grants: We also manage a range of grant awards, including the following:

* We are putting the finishing touches on \$530,000 of energy efficiency improvements to municipal services buildings, including the North Smithfield Library and North Smithfield Fire & Rescue. These improvements were funded by a federal grant and National Grid rebates. They include faster and more energy efficient Energy Star computers to provide more efficient services. The RI Office of Energy Resources and URI are loading our energy use data in the federal Energy Portfolio Manager.

* The Town used a \$400,000 RIDEM land acquisition grant to help purchase a 42-acre upland forest habitat parcel near Booth Pond adjacent to Woonsocket's conservation area. Before purchase, we subdivided access to the top of a hill for future installation of a

wind turbine. The Town is now in negotiation for turbines on that site and a nearby farm. The Town would receive \$54,000 per year in lease payments.

* We are also preparing a \$150,000 grant application for additional funding for restoration of the Kendall Dean building, including trim painting, pointing bricks and window reconstruction. Reuse, reconstruction and re-purposing of existing components provides points toward the Green Building Council's LEED certification (Leadership in Energy and Environmental Design).

Town Planner Bob Ericson was on the capital planning committee that developed Lincoln's Senior Center as a LEED Gold project. Side note: Any North Smithfield senior can join Lincoln's Senior Center, 150 Jenckes Hill Rd, for \$15 per year.

Geographic Information System: By focusing on GIS, we can provide more efficient technical assistance. Designing maps in-house for multiple applications and the 2016 Comprehensive Plan saved more than \$25,000 in consulting contracts and give us better quality control.

GIS Analyst Roberta Moneghan continued to work with the Tax Assessor to improve the accuracy of our new plat and zoning map set. We took over the contract management with Main Street GIS, which published the new parcel maps and zoning districts on line. You can find the entry point at the lower left of the Town website's home page.

Codification of ordinances: We worked with the Town Clerk to codify the general ordinances, including the zoning ordinance. The website now contains everything in PDF files for easy searching and

downloading. This continues to save \$5,000 per year in contracts to an outside codifying service and saves time incorporating amendments.

Technical Assistance: We work closely with the Planning Board, chaired by Dean Naylor, to provide plan review and recommendations. Under state law, the Planning Board has the responsibility of approving or denying almost all development proposals within the Town. The members also review all proposed zoning ordinance amendments for consistency with the Comprehensive Plan.

We also work with the Historic District Commission, chaired by architect Jeffrey Harris and the Conservation Commission, chaired by Paul Soares. Both commissions will have important roles in development of the new Comp Plan.

Police

Chief Steven E. Reynolds
sreynolds@nsmithfieldri.org
(401) 762-1212

The North Smithfield Police Department is a full-service police department that was implemented in 1934. The Department currently employs 25 sworn members.

Newest Addition to the Department:

Officer Nicholas Pistacchio, a December graduate from the Rhode Island Municipal Police Academy.

Composition: The Uniform Patrol has multiple units and is under the direction of Captain Glenn Lamoureux, who oversees the Patrol Unit and Personnel. Patrol is made up of three (3) eight hour shifts.

Investigative Services is under the supervision of Detective Lieutenant Stephen Riccitelli. This Unit includes Prosecution, Adult/Juvenile Investigations, fingerprint and non-fingerprint background checks as well as sex offender registration and monitoring. During this fiscal year the investigative services unit handled 180 incidents/investigations, 60 arrests, issued 13 arrest warrants and 5 search warrants and several narcotics task force cases resulting in arrests with firearms and drugs seized. Major cases cleared include the armed robbery at the UPS store in Slatersville and forcible rape/kidnapping at Travelers Motel. The BCI Unit is under the supervision of Capt. Lafferty. It is responsible for processing and gathering evidence at a crime scene.

Accident Reconstruction is under the supervision of Capt. Lamoureux and Sergeant Mark Bergeron. This unit is responsible for all serious injury and fatal accident investigations.

The Traffic Unit, under the general supervision of Lt. Landry, is responsible for coordinating and organizing the overall traffic safety program for the Department.

The K-9 Unit under Officer Jay Rainville is used to provide back-up patrol capability, criminal and missing person tracking and high profile police presence.

The ATV Enforcement/Search and Rescue Unit under the supervision of Detective Michael Lamoreaux is responsible for planning and coordinating the special undercover operations, search and rescue efforts, and maintenance/repair record keeping as time permits.

The Fleet Management Unit under Officer Eugene Cabral is responsible for maintaining and securing vehicles for the Department.

In addition to line units, the Department has support units for technical information management, grant writing, fleet management training, firearms, property/evidence and records.

Annual Awards recipients for 2014:

Officer of the Year: Capt. Glenn Lamaoureux and Off. Timothy Lipka
Leadership Award: Capt. Tim Lafferty, Capt. Glenn Lamoureux, Lt. Stephen Riccitelli, Lt. Gregory Landry, Acting Lt. Sharon Pagliarini, Off. Joseph Scotti, Off. Jay Rainville and Off. Robert Maione.

Traffic Enforcement Award: Off. Ellen Lamoureux, Off. Joshua Nelson, Off. Jay Rainville, Off. Timothy Lipka, Off. Steven Donovan, Off. Derek Mourato and Off. Emmanuel Avila.

DUI Enforcement Award: Off. Timothy Lipka and Off. Steven Donovan
Community Service Award: Off. Eugene Cabral, Off. Ellen Lamoureux, Off. Jay Rainville and K9 Joery

Firearms Award: Off. Joseph Scotti
Unit/Shift Award: 2nd Shift

Statistics: July 1, 2014 – June 30, 2015

Calls for service:	10,820
Motor vehicle stops:	2,582
Incidents/complaints:	1,213
Arrests:	648
Citations/tickets:	2,928
Accidents investigated:	608
VIN checks:	227
Background checks:	138
Fingerprint checks:	101

The North Smithfield Police Department now has its own **Facebook** account as another way to reach out to the community. Department news and public service announcements can be found there.

The North Smithfield Police Department was awarded State Accreditation June 15, 2015. The process of State accreditation began in January 2014 – RIPAC (Rhode Island Police Accreditation Commission). An accreditation program is recognized as a means of maintaining the highest standards of professionalism. The accreditation process is a progressive and time proven management model. Accreditation provides a means for law enforcement agencies to systematically conduct an internal review and assessment of the agencies' policies and procedures and an in-depth review of every aspect of the agency's organization, management and operations. Participation in the program is a signal to all Rhode Island citizens that we are committed to professional standards, willing to be assessed by an Accreditation Commission and correct any deficiencies in order to re-establish compliance with the standards.

Community Oriented Policing: Everyone in the Department has the responsibility to work with and within the community. Community policing includes visiting the Housing for the Elderly during all shifts. It also includes monitoring all parks, recreation facilities and businesses in North Smithfield.

Municipal Court

Court Clerk: Darleen Bourgette
dbourgette@nsmithfieldri.org
(401) 356-0564

Court Administrator: Tim Lafferty
tlafferty@nsmithfieldri.org

Court Judge, Aram P. Jarret
Associate Court Judge, Lloyd R. Gariepy

The Court Clerk is responsible for preparing for all court sessions, input and processing of all payments, along with the day-to-day activities associated with the Court. The Municipal Court Clerk's office is located at 575 Smithfield Road and is open Monday through Friday for the payment of fines.

The Municipal Court allows for more efficient local enforcement of minor police violations, as well as traffic and zoning infractions. The aim is to accelerate the legal process for disposition of these kinds of violations and at the same time cut town costs such as those resulting when town officials, including police, travel to courts outside the Town to represent the community.

The Municipal Court is one of the few municipal courts in the State that is now able to accept payments via credit cards (MC and Visa) and is working towards the ability to offer online payments. In-person payments may be made at the NSPD Municipal Court window at 575 Smithfield Road.

The North Smithfield Municipal Court is located at 13 Main Street, Slatersville, RI (Scouter's Hall). This location is for court sessions only.

Court Sessions:

Arraignments – 1st Wednesday of the month

Trials – 3rd Wednesday of the month

All sessions are held at 6:00 p.m.

Public Works

Public Works Director: Raymond J. Pendergast, Jr.

rpendergast@nsmithfieldri.org

(401) 767-2200 ext 341

The Department of Public Works consists of the following divisions: Highway, Parks and Recreation, Water and Sewer, Animal Control, Rubbish Disposal, Recycling and Building Maintenance. The Department of Public Works maintains existing facilities, including roadways, drainage systems, bridges, culverts and town parks. It also provides the following services: sidewalk repair, road reconstruction/paving, street sweeping, snow plowing/sanding, drainage maintenance/repair, pothole repair, brush cutting, recycling information and animal control.

The department has just finished minor road improvements and crack sealing. They will be working on \$2.5 million in road improvements during Spring 2016. The schedule of improvements will be determined at a later date.

They continue to maintain all of the Town's parks by mowing, mulching, planting and removing debris to make the parks more appealing and user friendly. They are also responsible for Scouter's Municipal Hall and all bathroom facilities in all the parks. They groom all soccer and baseball fields according to regulations, so our town students can participate in and enjoy the sports of their choice.

The Parks and Recreation Commission is still investigating the need for a dog park in town. They continue to make every effort to address residents' needs as quickly as possible to provide a safe, healthy environment for all our families.

Animal Control Officer: Scott Goodwin
(401) 766-0377

Animal Control is responsible for ensuring the safety of the North Smithfield

community by protecting the rights of residents and their animals, responding to questions and concerns residents have about pets and wild animals in town, and returning lost pets to their owners. With the assistance of many volunteers of Friends of North Smithfield Animal Shelter, North Smithfield's Animal Control Department is also the Town's animal shelter where pets may be adopted by residents.

Last year, a total of 115 animals were confined at the Town's shelter, including 36 dogs, 65 cats, and 14 other animals. 334 animals were picked up by the department, and 21 animals were carried over from the previous fiscal year.

The Animal Control Officer responded to 549 complaints, and 67 animals were adopted. During FY14-15, the Animal Control Department received \$2,236 in violation and other town fees.

Water and Sewer Superintendent: Russell Carpenter
rcarpenter@nsmithfieldri.org
(401) 767-2200 x320

Water and Sewer are integral parts of our community's health and well-being. Russ Carpenter, superintendent, oversees all projects that enhance the life and safety of all residents and businesses throughout town. Our Town department works closely with Woonsocket Water and Sewer Departments and the RI Department of Health to ensure sanitary and well monitored systems.

A large project for the Sewer department this year was the cleaning of the lines from Greenville to Pound Hill Road. This 2 mile span of pipes was recorded, cleaned, and recommendations were made.

Recycling Coordinator: Donna Kaehler
dkaehler@nsmithfieldri.org
(401) 767-2200 ext 345

North Smithfield's recycling program has grown through the years. While the total amount of trash a community generates often remains the same, we can reduce what ultimately ends up in the trash by diverting or recycling as much of our waste as possible.

This starts right in our homes, schools and municipal buildings with sorting "good reusable" trash from items we cannot reuse. Look what our North Smithfield community took the time to sort just last year.

Curbside Blue Bin	1,311 tons
"Feed The Local Pigs" Food Scraps	29 tons
Mattress & Box Spring	11 tons
Clothing & Textile	20 tons
TV's & E-waste	21 tons
Yard Waste composting	400 tons
Rigid Plastic & Scrap Metal	29 tons
Hard covered books	13 tons
Total Recycling Waste	1,834 tons

Our solid waste or "landfilled trash" sent to RI Resource Recovery was 3,159 tons, but with our residents taking the time to separate over 1,800 tons of waste, we diverted 36% of our total discarded trash. Just in the blue bin recycling program, we recycled 29.3%.

These numbers can easily grow. We need everyone, every day to keep sorting recyclables out of their trash and use all these diversion programs we have in our community.

New programs are always growing. This year we outfitted our town parks and fields with new recycling and trash containers to encourage recycling while at our fields. A litter awareness campaign was also started reminding residents to Keep NS Clean & Green all year long.

Our Recycling Department also started our first Green Awards. Awards were given in three categories; Green Citizen, Green Young Adult and Green Business. These recognitions were started to share those that made a difference to our town with their “green” actions. Together if we all *Keep Recycling, Don’t Litter* and be a *Green Citizen*, our town will be a better place.

School Department

Superintendent of Schools: Stephen F. Lindberg
slindberg@nsps.us
(401) 769-5492 x2205

The North Smithfield community has the responsibility to educate more than 1,740 students with diverse needs. We are blessed to have the parents and students that we work with daily. Although not stated enough, we are also very blessed and fortunate to have the teachers, support staff, and administrative staff that support our students every day. I believe there are few districts that have so wisely and successfully deployed the limited financial, human, time, and material resources - to reach such significant accomplishments - in such areas as academics, fine arts, business, and athletics.

Our Mission is [and has been] to prepare each student to be a successful and responsible member of society.

Among others, our beliefs are:

- ◆ All students can achieve success through high standards and expectations.
- ◆ Education is a shared responsibility among students, families, schools, and community.
- ◆ Mutual respect and social responsibility are fundamental expectations within the educational community.
- ◆ Education and learning are life-long endeavors.
- ◆ Investing in the education of our children benefits the entire community.

Our Vision, where we strive to be:

The North Smithfield School Department, in partnership with the community, meets the educational needs of all students.

- ❖ We provide a safe educational environment which fosters active, challenging learning experiences.
- ❖ We challenge all our students to reach their greatest potential by setting high expectations and providing quality resources, curriculum, and instruction.

Our success is demonstrated by the achievements of our students and the positive manner in which they productively contribute to our society.

Our four (4) Strategic Plan Goals have specific annual objectives.

Goal 1 Strengthen the engagement and involvement of the community in a meaningful partnership.

Goal 2: By the 2016-17 school year, increase Math and Science proficiency to 85%.

Goal 3: Improve teacher effectiveness.

Goal 4: Improve school culture and climate.

For detailed go to:

www.northsmithfieldschools.com, under –

Departments, Superintendent, and Strategic Plan.

Districts across the state and nation must now align/revise all curriculum areas with the nation's Common Core State Standards and prepare for a new "high stakes" student assessment – Partnership for Assessment of Readiness for College and Careers (PARCC).

Despite the impact of the funding level over the last five years, the North Smithfield School District has performed remarkably well while achieving success within the focused areas of student achievement, curriculum development, athletics, music, extracurricular areas, teacher effectiveness, data analysis, professional development, and technology.

I would like to thank the administrative leadership team for the preparation of this report. We would also like to thank the School Committee for their interest and support in conducting the affairs of the district in a responsible and progressive manner.

To read a full version of the School Department 2014-2015 Annual Report, visit <http://www.northsmithfieldschools.com/2014-2015-annual-school-department-report>

Town Administration

Town Administrator: Paulette D. Hamilton
pahamilton@nsmithfieldri.org
(401) 767-2200 x301

The Town Administrator serves as chief executive officer for the Town and head of government during ceremonies and meetings. Duties include overseeing the daily operations of government, including

all areas related to planning, zoning, personnel, financial, and residential and commercial needs. Other duties include conducting municipal contract negotiations, serving as Director of Public Safety. With the Finance Director, the Administrator develops the annual budget that provides sufficient funding for all educational and municipal services. Essential to the role is managing multi-departmental projects, and working with our legislative colleagues at the town, state and federal level.

Budgeting is always a challenge, especially with the escalation of costs involved in operating a municipality. Conservative spending strategies are the focus of each department which helps us create a sustainable lifestyle for residents.

Over the past few years, the increased revenue from commercial growth, especially in the Dowling Village area, allowed taxes to remain stable and even lowered. This year, due to a large number of abatements that were done without authority in the tax assessor's office, taxes were raised slightly to offset the loss of revenue from the abatements. Once the issues were identified, I took swift action to prevent further erosion of the tax base, hired a consultant to review and recommend for a tax role and all residents and businesses received tax bills on time. Additional forensic strategies are being implemented to rectify and prevent future discrepancies.

Our bond rating remained stable at AA. This rating is imperative to future borrowing and financial stability. Our ability to refrain from using "surplus" funds for daily operations and living within all our budgets must continue as we begin to emerge from economic uncertainty. We continue to use

restraint in spending and to have schools and town departments share the burden equally.

The Town Administrator works with the Town Council members and President John Flaherty. As the legislative members of town government, they pass ordinances, grant a range of licenses, approve contracts, and appoint the Town Solicitor.

Together we work with Town Solicitor David Igliazzi and Assistant Solicitor James Lombardi and several other attorneys who provide timely legal advice and manage litigation.

Town Clerk

Town Clerk: Debra A. Todd
dtodd@nsmithfieldri.org
(401) 767-2200 x326

The Town Clerk's Office is staffed by three employees -- the Town Clerk, the Deputy Town Clerk and the Recording Clerk.

Duties of the staff include recording of land evidence documents, licensing and registration of all town businesses, processing and issuance of birth, marriage and death certificates, probate matters, issuance of hunting and fishing licenses, voter registration and all phases of the election process.

The office is responsible for matters pertaining to the Town Council -- preparation of the agenda and collation of pertinent documents for distribution to the members, advertisement and notice to abutters for zone changes, attendance at Council meetings, and typing of the minutes.

Recent work: Continuing to work with ACS to provide land evidence records on line.

They work closely with the Board of Canvassers, a bipartisan canvassing authority elected by the Town Council as provided by the constitution and laws of the state. The Board is responsible for ensuring fair elections, beginning with review of candidate petitions with required signatures.

Next April there will be a Presidential Preference Primary to be followed in September with a Primary Election and in November with the Presidential/Local Election.

Appendix

Boards and Commissions: This overview includes all responsibilities created by Town Charter and ordinances. If you are interested in serving on any board or commission, please contact Town Clerk Deb Todd.

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 valuation 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 the Town Council shall approve said rules and regulations. 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 of 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

Purpose, duties, powers: The purpose of the Conservation Commission is to protect natural and watershed resources while preserving the natural esthetic areas of the Town. The 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 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. It 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.

Conservation Commission members: Paul Soares, chair; Eric Piette, vice-chair; Carol Ayala, secretary; Glenn Vario; Jeff Delasanta; Scott Perry; Mike Calo.

Conservation Properties

Monica's Garden: This property consists of a grassy picnic area, unique shrubs and trees and a walking trail with benches.

Commission members continue to do clean-ups and maintenance of the 10 acre property to keep it clean and inviting to the public. Mulch and flowers were purchased with funds from our budget.

Cedar Swamp: This 69 acre property was donated to the Town in 2010 by the estate of Philip Silva. In 2011 beavers built a dam which caused flooding of the access road. The road flooding has been mitigated to a large degree with the installation in June 2015 of a water-leveling flexible pipe system, however the beavers continue to be active and CC members monitor the situation regularly. National Grid has agreed to improve the access road before the conclusion of their current construction project on the property.

Illegal ATV activity on the property has declined with the posting of signs and increased police and commission member presence but some vandalism of signs has occurred which has been reported to the police department.

Projects

Duck Boxes: Commission members continue to monitor wood duck nesting boxes in several locations; Cedar Swamp, 5; Pratt Pond, 2; Mattity Swamp, 3. The information gathered is shared with RIDEM. CC members have built 5 more boxes which will be installed this winter when the ice is safe.

Property Evaluations: The commission uses GIS analysis in evaluating properties offered to the Town as open space donations or acquisitions. We review subdivision and land development proposals and make recommendations to the planning department as requested.

Meetings & Workshops Attended: NS Facilities Task Force, Branch River Workshop, Solarize North Smithfield workshop, Land & Water Conservation Summit at URI, Protecting Wildlife through Community Planning workshop, Transfer of Development Rights workshop, RI Historic Preservation Annual Conference, Conservation Easement workshop.

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.

In the past year, we have worked with various departments to insure fair and non-discriminatory hiring practices. This entailed proctoring and scoring examinations and monitoring interviews. Recommendations were also made to enhance job applications in order to acquire further pertinent information and to maintain legal compliance,

The Board also worked closely with Administration in aiding assistance within the boundaries of its authority.

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. The Board 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 only certain purposes. These are:

- 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 a 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.