

Municipal Charters in Rhode Island



Governor Lincoln D. Chafee

**Rhode Island Department of Revenue
Division of Municipal Finance
One Capitol Hill
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**December 2006
Revised – 2013**

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in
Rhode Island**

[Home Rule in Rhode Island: 50 Years Later]

by

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HOME RULE IN RHODE ISLAND: 50 YEARS LATER

INTRODUCTION

Constitutional home rule had its beginning in Rhode Island in 1951 when, on June 28th of that year, the voters of the State ratified the 28th Amendment to the Rhode Island Constitution [now the 13th Amendment]. The amendment, which states in Section 1 that “It is the intention of this article to grant and confirm to the people of every city and town in this state the right of self government in all local matters,” establishes a precise procedure to be followed in implementing the intent of the amendment.

The purposes of this publication are to provide: 1) a summary of the salient features of each **Home Rule** or **Legislative** charter which has been adopted in Rhode Island, 2) an easy community-by-community reference to selected subjects found in most charters, and 3) a compilation of Rhode Island Supreme Court cases dealing with Home Rule.

In general the **Home Rule procedure** in Rhode Island requires the filing of a petition for the adoption of a charter signed by 15% percent of the qualified electors of the community and verification of the signatures on the petition to the legislative body of the city or town within 10 days. Within 60 days thereafter, the legislative body must call an election at which the electors vote on the question: “shall a commission be appointed to frame a charter?”. In the same election 9 citizens are elected on a non-partisan ballot to serve as members of the charter commission.

Under the provisions of the amendment, the charter commission has a period of one year from the date of its election to complete its work of drafting a home rule charter. At the next regular State election following the completion of drafting, the proposed charter is submitted to the electorate for approval or rejection. A majority of those voting on the question is sufficient for adoption. The charter then becomes effective on the date specified in the charter.

Status of Home Rule: In the more than 50 years since the Home Rule Amendment was approved, 7 of the state’s 8 cities and 29 of the state’s 31 towns have adopted Home Rule Charters. Two of the state’s municipalities - North Providence and Warwick - have adopted legislative charters. Only 1 community has not adopted a local charter – Scituate.

Rhode Island's municipalities operate under 4 different forms of government: 1) mayor-council, 2) council-manager, 3) administrator-council and 4) town council-town meeting. The most significant difference among these forms of government is the manner by which the chief executive is selected. The chief executive is either appointed by the city or town council or elected by the people. Under the town council-town meeting form there is no full-time chief executive. Beyond this basic distinction, differences in the municipal charters are not necessarily related to the particular form of government.

It should be noted that this publication does not attempt to include all boards, commissions and local positions that may exist in the particular city or town. Only those appointments, procedures and provisions specifically mentioned in the charter are included. Frequently, some are established by state general law, special acts or municipal ordinances. Each of these sources should be consulted for additional information on a specific city or town.

During the November 6, 2012, General State Election a total of 73 proposed amendments to the charters in 15 of the State's 36 Home Rule cities and towns were on the local ballots.

The number of proposed amendments varied from municipality to municipality. While 5 cities and towns (Exeter, Johnston, Richmond, West Greenwich and Woonsocket) had only 1 or 2 proposed amendments on their ballots, 7 towns (Central Falls, Foster, Middletown, Narragansett, Portsmouth, Providence and Westerly) had 5 or more.

A total of 69 or 95% of the proposed amendments were approved by the voters in the respective cities and towns.

Proposals APPROVED included:

- **Term limits for city council members in the City of Central Falls;**
- **Establishment of a capital improvement program process in the Town of Charlestown;**
- **Town moderator shall have the duty of supervising all elections in the Town of Foster;**
- **4-year term for Mayor of the Town of Johnston with a 2 term limit;**
- **Town council to have the power to merge common duties and functions in the Town of Middletown;**
- **Town council to have authority to organize and reorganize any departments in the Town of Narragansett;**
- **Allows appointment of a Town Engineer in the Town of Portsmouth;**
- **Two-year terms for Town Clerk, Town Council and Town Sergeant in the Town of Richmond;**

- **Appointed (rather than elected) school committee in the City of Woonsocket;**
- **Recall provision for elected city officials in the City of Woonsocket.**

Proposals DEFEATED included:

- **Establishing an appointed Town Administrator position in the Town of Exeter;**
- **Providing for an appointed (rather than elected) Town Clerk in the Towns of Richmond and West Greenwich.**

Joseph E. Coduri
Office of Local Government Assistance
December, 2012

BARRINGTON

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 5 Members
3. Four-year terms (1996)
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Manager Appoints:

1. Town Manager
2. 3 Board of Canvassers
3. 5 Planning Board
4. 5 Zoning Board of Review
5. Town Solicitor
6. Probate Judge
7. 3 Commissioners of Cemeteries & Burial Grounds
8. 7 Board of Trustees of the Public Library
9. 3 Board of Assessment Review
10. Assistant Town Solicitors
11. Conservation Commission
12. Constables

1. Town Clerk
2. Deputy Town Clerk
3. Finance Director
4. Director of Public Works
5. Building Inspector
6. Police Chief
7. Permanent Police Personnel
8. Fire Chief
9. Fire Department Personnel
10. Town Sergeant
11. Tax Assessor

Financial Town Meeting Elects:

1. 5 Committee on Appropriations

Elected Officials:

1. 5 Town Council
2. 5 School Committee
3. Town Moderator

Procedure for Adopting Town Budget:

1. Town manager prepares proposed budget.
2. Town manager submits proposed budget to the town council.
3. Town council may revise the budget as submitted by the town manager.
4. Town council adopts a recommended budget which it presents to the committee on appropriations.
5. Committee on appropriations reviews the budgets of the town council and the school committee. It develops a recommended consolidated town budget for presentation at a public meeting.
6. Following the preliminary public meeting, the committee on appropriations prepares a town budget which it submits to the financial town meeting.
7. Financial town meeting adopts town budget.

2010 Census: 16,310

Year Charter was Adopted: 1958

BARRINGTON (continued)

Additional Charter Provisions:

1. The finance director acts as tax collector.
2. School committee appoints superintendent of schools.
3. Chief of police appoints police constables.
4. Town solicitor, assistant town solicitor or town council appointee may serve as acting judge of probate.

BRISTOL

Form of Government: Administrator-Council

Legislative Body: Town Council

Chief Executive: Town Administrator

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Elected
2. Two-year term

Council Appoints:

Town Administrator Appoints:

1. 3 Canvassing Authority
2. Town Solicitor
3. Probate Judge
4. Town Sergeant
5. 3 Board of Tax Assessment Review
6. 5 Planning Board
7. 5 Housing Authority
8. 5 Redevelopment Agency
9. 7 Conservation Commission
10. 5 Recreation Board
11. 5 Harbor Commission
12. 5 Zoning Board of Review
13. 4 Personnel Board
14. Tree Warden
15. 9 Charter Review Commission
16. Director of Harbor Department
17. 4 Capital Project Commission

1. Sealer of Weights & Measures
2. Town Treasurer
3. Tax Assessor
4. Police Chief
5. Police Personnel
6. Fire Chief
7. Director of Community Development
8. Building Inspector
9. Electrical Inspector
10. Minimum Housing Inspector
11. Director of Public Works & Environment
12. 1 Personnel Board
13. Plumbing Inspector
14. Drainage Inspector
15. Director of Human Services
16. Director of Parks & Recreation
17. Superintendent of Water Pollution Control

Elected Officials:

1. Town Administrator
2. 5 Town Council
3. 7 School Committee
4. Town Clerk

Procedures for Adopting Town Budget:

1. Each department head, including town clerk, the school committee, and boards and agencies submit estimates of proposed expenditures to the town treasurer.
2. Town treasurer prepares and submits budget recommendations to the town council.
3. Town council may alter budget recommendations as submitted by town treasurer.
4. Town council holds public hearing on the proposed budget.
5. Town council may alter proposed budget and then adopt final budget.
6. A special town meeting may be called, by petition, to reconsider any item for expenditure in the operating budget or capital budget as finally approved by town council.

2010 Census: 22,954

Year Charter was Adopted: 1970

BRISTOL (continued)

Additional Charter Provisions:

1. The town administrator appoints all town officials and department heads whose appointment is not otherwise provided for in the charter.
2. The town clerk, with the approval of the town council, appoints a deputy town clerk.
3. The town council, if it deems necessary, may appoint assistant town solicitors.
4. The town treasurer is the head of the department of finance.
5. The director of community development acts as clerk to the zoning board of review. He also acts as chief professional staff assistant to the planning board, the housing authority, the redevelopment agency and the conservation commission. He also serves as executive secretary to the planning board.
6. The town administrator, if authorized by the town council, may appoint a deputy director of public works.
7. The school committee appoints the superintendent of schools.
8. The town treasurer serves as the tax collector.
9. The town administrator, finance director, and director of community development shall be members of the capital project commission.
10. The town council appoints one (1) alternate member to the capital project commission.
11. The town council appoints two (2) alternate members to the board of tax assessment review.
12. The director of the harbor department shall be a harbormaster.

BURRILLVILLE

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 7 members
3. Four-year terms
4. Partisan (even year)

1. Appointed by council
2. Three-year term

Council Appoints:

1. Town Manager
2. Board of Canvassers and Registration
3. Probate Judge
4. Town Solicitor
5. 3 Board of Assessment Review
6. 3 Personnel Board
7. 5 Budget Board
8. 9 Planning Board
9. 5 Zoning Board of Review and 2 Auxiliary Members
10. Conservation Commission
11. Recreation Commission
12. 5 Housing Authority
13. Board of Sewer Commissioners
14. 9 Charter Review Commission

Town Manager Appoints:

1. Town Clerk*
2. Deputy Town Clerk
3. Director of Finance*
4. Town Treasurer*
5. Deputy Town Treasurer*
6. Purchasing Agent
7. Tax Assessor*
8. Tax Collector
9. Health Officer
10. Zoning Officer
11. Minimum Housing Officer
12. Town Planner*
13. Building Official*
14. Director of Public Works*
15. Tree Warden
16. Director of Public Safety*
17. Police Chief*
18. Director of Emergency Management
19. Sealer of Weights and Measures
20. Director of Public Welfare*
21. Town Sergeant
22. Director of Parks and Recreation*
23. Manager of Information Systems

Elected Officials:

1. 7 Town Council
2. 7 School Committee

*With council approval

Procedures for Adopting Town Budget:

1. Budget board receives estimates of expenditures from town departments and offices.
2. Budget board holds hearing on departmental requests.
3. Budget board submits its recommendations to town manager.
4. Town manager submits budget to town council.
5. Town council must hold at least two public hearings on proposed budget.
6. Town council adopts final budget.
7. Budget as finally adopted by town council may be subject to referendum.
8. Finance director shall amend the budget to reflect election results.

2010 Census: 15,955

Year Charter was Adopted: 1988

BURRILLVILLE (continued)

Additional Charter Provisions:

1. Town solicitor, with council approval, may appoint one or more assistant town solicitors.
2. Director of finance or the town manager may serve as town treasurer.
3. Director of finance or the town manager may serve as purchasing agent.
4. Town manager may appoint director of finance or town treasurer to serve as tax collector with the approval of the town council. Town manager may also serve as tax collector.
5. School committee appoints school superintendent.
6. Town solicitor may serve as acting probate judge.
7. Town manager may serve as director of finance.
8. Director of finance serves as an ex officio member of the budget board.
9. Town manager may serve as director of public works, director of public safety or as director of public welfare. Town manager may serve as director of parks and recreation.
10. Town manager may delegate to department heads the authority to appoint subordinates within their respective departments.
11. Town solicitor may designate a person to act as temporary probate judge.
12. Director of public safety shall appoint all police officers below the rank of chief upon the recommendation of the chief and the personnel board.

CENTRAL FALLS

Form of Government: Mayor-Council

Legislative Body: City Council

Chief Executive: Mayor

1. Elected, 1 from each of 5 wards and 2 at large
2. 7 Members
3. Two-year terms (commencing 2014)
4. Nonpartisan (even year- 2016)

1. Elected
2. Four-year term (commencing 2009)

Council Appoints:

1. Probate Judge

Mayor Appoints:

1. Director of Finance*
2. City Clerk*
3. City Solicitor*
4. Director of Planning*
5. Director of Public Works*
6. Director of Human Resources*
7. Director of Public Safety**
8. 3 Purchasing Board*
9. 3 Personnel Board*
10. 3 Board of Appeals*
11. 3 Board of Canvassers & Registration*
12. 3 Trustees of Public Libraries*
13. 3 Board of Recreation*
14. 3 Board of Retirement*
15. Tax Assessor*
16. 5 Zoning Board of Review*
17. 5 Planning Board*
18. Director of Community Services*
19. Director of Recreation*
20. Detention Facility Board*

Elected Officials:

1. Mayor
2. 7 City Council
3. 5 School Committee

*With approval of council

**Mayor must serve as

Procedure for Adopting City Budget:

1. Finance director compiles budget information for mayor.
2. Mayor prepares and submits budget to city council.
3. City council adopts budget.

2010 Census: 19,376

Year Charter was Adopted: 1952

CENTRAL FALLS (continued)

Additional Charter Provisions:

1. City clerk serves as purchasing agent.
2. Personnel board appoints the police chief, the fire chief and all other police and fire personnel.
3. Director of finance is ex officio city treasurer and tax collector.
4. The mayor, the director of finance, and the purchasing agent are ex officio members of the purchasing board.
5. A council member, appointed by the mayor, serves as an ex officio member of the board of recreation.
6. The city solicitor or assistant city solicitor shall perform the duties of the probate judge if absent.

CHARLESTOWN

Form of Government: Administrator-Council

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Administrator

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Administrator
2. Constables
3. Board of Canvassers
4. Town Clerk*
5. Deputy Town Clerk*
6. Town Treasurer*
7. Tax Collector*
8. Tax Assessor*
9. 3 Commission of Tax Assessment Review
10. 5 Budget Commission
11. Director of Public Works*
12. Building Inspector*
13. Town Solicitor
14. Assistant Town Solicitors
15. Probate Judge
16. Director of Public Assistance*
17. 7 Senior Citizens Commission
18. Zoning Board of Review
19. 7 Conservation Commission
20. Director of Parks and Recreation*
21. 5 Building Commission
22. Town Planner*

Town Administrator Appoints:

1. Deputy Building Inspector
2. Animal Control Officer
3. Assistant Animal Control Officer*
4. Director of Emergency Management
5. Assistant Director of Public Assistance*
6. Town Sergeant
7. Custodian of Cemeteries
8. Sealer of Weights and Measures
9. Tree Warden
10. Surveyor of Lumber
11. Deputy Director of Emergency Management
12. Wastewater Management Specialist*

*With council approval

*Upon recommendation of administrator

Elected Officials:

1. 5 Town Council
2. Town Moderator
3. 5 Planning Commission
4. 5 School Committee

Procedures for Adopting Town budget:

1. Departments, officers, commissions and agencies submit budget requests to town administrator.
2. Town administrator submits budget estimates to the budget commission.
3. Budget commission holds meetings on recommended annual budget.
4. Budget commission submits recommended budget to town council.
5. Town council may revise budget and adopts tentative budget for presentation at financial referendum town meeting.
6. Budget public hearing is held and warrant items submitted.
7. After the budget public hearing, the council makes final revisions to the budget for placement on ballot for all-day referendum.
8. All-day financial referendum determines final budget.

2010 Census: 7,827

Year Charter was Adopted: 1980

CHARLESTOWN (continued)

Additional Charter Provisions:

1. Town administrator serves as acting treasurer in the absence of the town treasurer.
2. Town administrator serves as purchasing agent.
3. Department of finance shall be headed by the town administrator or a person recommended by the administrator and appointed by the town council.
4. Town administrator, the town treasurer, and one member of the town council serve as ex officio members of the budget commission.
5. Town council may appoint a town engineer on a consultant basis upon recommendation of the town administrator.
6. Town solicitor may serve as probate judge.
7. Director of public works shall serve as ex officio member of the planning commission. A member of the town council *may* also serve as an ex officio member of the commission.
8. Building inspector serves as minimum housing inspector and as fence viewer.
9. Custodian of cemeteries also serves as officer for burial of deceased armed forces personnel.
10. There shall be a police department, the head of which shall be the chief of police. The department will be composed of officers and patrolmen as shall from time to time be recommended by the chief of police, supported by the town administrator and approved by the council.
11. One (1) member of the town council, one (1) member of the school committee, and the town administrator shall serve as ex officio members of the building commission.
12. There shall be a Charlestown Emergency Management Agency (CEMA) comprised of the director of emergency management and other personnel qualified in emergency service and approved by the director.
13. Town council may appoint two (2) alternate members to the commission of tax assessment review.

COVENTRY

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, 1 from each 5 districts
2. 5 Members
3. Four-year terms
4. Nonpartisan (even year - 2012)

1. Appointed by council
2. Indefinite term of office

Town Manager Appoints:

Council Appoints:

1. Town Manager
2. 3 Board of Canvassers
3. Probate Judge
4. 3 Personnel Board
5. 5 Board of Assessment Review
6. Emergency Management Director
7. 9 Planning Commission
8. 5 Zoning Board of Review
9. 9 Code Review Committee
10. Auctioneers
11. Citizens Advisory Committee
12. 9 Charter Review Committee
13. 9 School Building Committee
14. 9 Friends of Human Services
15. Municipal Court Judges

1. Town Solicitor*
2. Director of Records & Personnel**
3. Town Clerk
4. Director of Finance**
5. Town Treasurer**
6. Deputy Town Treasurer
7. Purchasing Agent**
8. Tax Assessor*
9. Tax Collector**
10. Director of Public Works**
11. Director of Human Services**
12. Tree Warden**
13. Town Engineer**
14. Building Inspector**
15. Minimum Housing Inspector**
16. Sealer of Weights & Measures**
17. Director of Public Safety & Welfare**
18. Police Chief
19. Other Regular Permanent Police Officers & Employees
20. Director of Planning & Development*
21. Parks & Recreation Commission
22. Economic Development Commission
23. Conservation Commission
24. Town Sergeant

Elected Officials:

1. 5 Town Council
2. 5 School Committee

*With approval of council
**Manager may serve as

Procedure for Adopting Town Budget:

1. Manager prepares and submits the annual budget to the town council.
2. Town council holds public hearings on the budget.
3. After the public hearings, town council may amend the budget.
4. Manager may item veto any increase in the budget proposed by the town council.
5. Town council may override the manager's veto.
6. Town council presents the budget to the financial town meeting.
7. Financial town meeting adopts the final budget.
8. Amendments to adopted budget which exceed specified levels require an all-day referendum.

2010 Census: 35,014

Year Charter was Adopted: 1972

COVENTRY (continued)

Additional Charter Provisions:

1. The town clerk appoints the deputy town clerk.
2. With the approval of the town manager, the police chief may appoint: 1) special policemen, 2) regular and special constables, 3) police volunteers, and 4) reserves.
3. The town solicitor, with the approval of the town council, may appoint 1 or more assistant town solicitors.
4. The Director of finance may serve as the town treasurer, the purchasing agent and/or the tax collector.
5. The town treasurer may serve as tax collector.
6. The town manager, the director of planning and development, and the town engineer are ex officio members of the planning commission.
7. The superintendent of schools and the town solicitor serve as ex officio members of the school building committee.
8. The town solicitor or the municipal court judge performs the duties of the judge of probate when absent,
9. The school building committee shall consist of two (2) members of the school committee, two (2) members of the council, and five (5) members who are electors of the town.
10. The town manager may appoint a citizens advisory committee.
11. The police department, department of human services, and the department of emergency management are under the jurisdiction of the emergency management director.
12. The municipal court judge appoints a clerk of court and other court personnel.

CRANSTON

Form of Government: Mayor-Council

Legislative Body: City Council

1. Elected, 1 from each of 6 wards & 3 at large
2. 9 Members
3. Two-year terms
4. Partisan (even year)

Council Appoints:

1. City Clerk
2. 3 Board of Canvassers
3. Probate Judge
4. 3 Board of Tax Assessment Review
5. 5 Zoning Board of Review
6. 5 Building Appeals Board
7. Harbor Master
8. 3 Personnel Appeal Board
9. Sealer of Weights & Measures
10. Internal Auditor

Chief Executive: Mayor

1. Elected
2. Four-year terms (two consecutive terms limit – commencing 2012)

Mayor Appoints:

1. Director of Finance
2. Director of Personnel
3. Director of Public Works
4. Director of Parks and Recreation
5. City Solicitor
6. Police Chief
7. Police Personnel
8. Fire Chief
9. Fire Personnel
10. Traffic Engineer
11. Inspector of Buildings
12. 6 Advisory Committee on Parks and Recreation
13. 5 City Plan Commission
14. Bureau of Traffic Safety
15. 3 Board of Investment Commissioners

Elected Officials:

1. Mayor
2. 9 City Council
3. 7 School Committee

Procedure for Adopting City Budget:

1. The head of each department, agency, board, commission or office files with the director of finance an estimate of revenues and expenditures.
2. The mayor, with the cooperation of the director of finance, frames and submits to the city council an operating budget.
3. The city council holds public hearings on the budget.
4. The city council may increase or decrease any items in the budget as submitted by the mayor.
5. The mayor may disapprove of any increase in the budget made by the city council.
6. The city council, by a vote of 2/3 of all its members, may override the mayor's disapproval.

2010 Census: 80,387

Year Charter was Adopted: 1962

CRANSTON (continued)

Additional Charter Provisions:

1. The director of finance appoints 1) city treasurer, 2) purchasing agent, and 3) city assessor.
2. The city treasurer serves as tax collector.
3. The city treasurer, with the approval of the director of finance, may appoint a deputy city treasurer.
4. The city clerk appoints a clerk of committees.
5. The mayor has the power to appoint the heads of all departments, except the department of records, with the advice and consent of the city council.
6. The city plan commission appoints a planning director.
7. The city solicitor appoints assistant city solicitors.
8. The director of public works is ex officio city engineer.
9. The inspector of buildings appoints all other officers and employees of the department.
10. The director of public works appoints all other officers and employees of the department.
11. The board of contract and purchases shall consist of the director of finance, the director of public works, and five (5) private citizens appointed by different entities.
12. The director of public works and the director of finance are members of the city plan commission.
13. The school buildings committee consists of two (2) members of the city council, two (2) members of the school committee, the director of public works, the superintendent of schools, and a qualified elector of the city appointed by the mayor.
14. One (1) member of the city council, one (1) member of the school committee and one (1) member of the city plan commission are members of the advisory committee on parks and recreation.
15. There shall be an advisory committee on architects and engineers consisting of two city council members and the chief engineer.
16. There shall be a seven (7) member board of investment commissioners consisting of the mayor, finance director, city treasurer and the chairperson of the city council committee on budgetary matters, all ex officio, and three (3) members appointed by the mayor for three (3) year terms.
17. The municipal court judge shall sit as judge of probate in case of the the absence of judge of probate.

CUMBERLAND

Form of Government: Mayor-Council

Legislative Body: Town Council

Chief Executive: Mayor

1. Elected, 1 from each 5 districts and 2 at large
2. 7 Members
3. Two-year terms
4. Partisan (even years)

1. Elected
2. Two-year term

Council Appoints:

1. Canvassing Authority
2. Constables
3. 3 Board of Assessment Review
4. 4 Planning Board
5. 5 Zoning Board of Review
6. Town Sergeant
7. Auctioneers
8. Sealer of Weights & Measures
9. Parks & Recreation Comm.
10. 7 Bd. of Library Trustees
11. 7 Economic Dev. Comm.
12. 7 Conservation Commission
13. 5 Housing Authority
14. 3 Retirement Board
15. 7 Charter Review Commission

Mayor Appoints:

1. Town Clerk*
2. Deputy Town Clerk*
3. Town Solicitor*
4. Probate Judge*
5. Finance Director*
6. Tax Assessor*
7. Director of Public Works*
8. Tree Warden*
9. Building, Plumbing and Electrical Inspectors*
10. Minimum Housing Inspector*
11. Police Chief*
12. Director of Human Services*
13. 5 Planning Board
14. Director of Rescue Service*
15. Dep. Dir. of Rescue Services
16. Director of Parks & Recreation*
17. 1 Charter Review Commission
18. Animal Control Officer*
19. Human Resources Director*

Elected Officials:

1. Mayor
2. 7 Town Council
3. 7 School Committee

*With approval of council

Procedures for Adopting Town Budget:

1. All estimates for operating and capital expenditures by departments, officials and agencies are submitted to the finance director.
2. Finance director reviews all estimates and submits recommendations to the mayor.
3. Mayor reviews recommendations of finance director and submits budget to town council.
4. Council holds public hearings on the budget.
5. Town council adopts final budget and submits it to the mayor for approval.
6. Mayor approves final budget or returns it to council with written statement of objections.
7. Town council can accept or reject the mayor's objections.
8. Revised budget is submitted to mayor until budget is finally adopted. Adopted budget may be subject to a referendum.

2010 Census: 33,506

Year Charter was Adopted: 1978

CUMBERLAND (continued)

Additional Charter Provisions:

1. Town clerk and deputy town clerk are appointed for two-year terms.
2. Town solicitor is appointed for two-year term.
3. An assistant town solicitor may be appointed in the same manner and for the same term as the town solicitor.
4. Probate judge is appointed for two-year term.
5. The finance director serves as town treasurer, tax collector, and town controller.
6. Tax assessor is appointed for a two-year term.
7. The director of public works appoints a superintendent of public works.
8. All police officers, below the rank of chief, shall be appointed by the mayor upon recommendation of the police chief.
9. Police chief appoints additional special policemen.
10. The mayor may serve as director of human services.
11. School committee appoints superintendent of schools.
12. The zoning board of review serves as planning board of review.
13. The president of the town council appoints the 7 members of the historic district commission.
14. School committee appoints 1 member of the charter review commission.
15. The town council appoints two (2) alternate members to the zoning board of review.

EAST GREENWICH

Form of Government: Council-Manager

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Manager

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Manager
2. 3 Board of Canvassers
3. 3 Board of Assessment Review
4. 7 Planning Board
5. 5 Zoning Board of Review
6. 5 Personnel Board
7. Town Solicitor

Town Manager Appoints:

1. Town Clerk*
2. Director of Finance*
3. Tax Assessor*
4. Director of Public Works*
5. Police Chief*
6. Permanent Police Officers*
7. Constables & Reserve Officers*

*With approval of council

Elected Officials:

1. 5 Town Council
2. 7 School Committee
3. Town Moderator

Procedures for Adopting Town Budget:

1. Manager prepares and submits the proposed budget to the town council.
2. Town council holds public hearing on the recommended budget.
3. Town council may revise the budget as submitted by manager.
4. Electors may petition the town council to make changes in the proposed budget.
5. Town council adopts recommended budget for presentation to the financial town meeting.
6. If petition is rejected by town council it may be renewed at financial town meeting.
7. Financial town meeting adopts budget.

2010 Census: 13,146

Year Charter was Adopted: 1972

EAST GREENWICH (continued)

Additional Charter Provisions:

1. The finance director may serve as town treasurer, tax collector or tax assessor.
2. The tax collector may serve as town treasurer.
3. The public works director supervises the performance of the building inspector, the minimum housing inspector, the tree warden, the fence viewer, the sealer of weights and measures, the inspector of wells and the inspector of sidewalks.
4. The school committee appoints the superintendent of schools.
5. The town council may provide for the appointment of assistant town solicitors.
6. The town council appoints one (1) alternate member to the planning board.

EAST PROVIDENCE

Form of Government: Council-Manager

Legislative Body: City Council

Chief Executive: City Manager

1. Elected, 1 from each 4 wards and 1 at large
2. 5 Members
3. Four-year terms (commencing 2014)
4. Nonpartisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

City Manager Appoints:

1. City Manager
2. City Solicitor
3. City Clerk
4. Probate Judge
5. 3 Board of Assessment Review
6. 3 Canvassing Authority
7. Planning Board
8. Zoning Board
9. Sinking Fund Board
10. 3 Personnel Hearing Board

1. Director of Finance*
2. Director of Public Works
3. Police Chief
4. Fire Chief

*City Manager may serve as

Elected Officials:

1. 5 City Council
2. 5 School Committee

Procedure for Adopting City Budget:

1. City manager obtains from departments and agencies estimates of revenues and expenditures.
2. City manager submits a proposed budget and an explanatory budget message to the city council.
3. City council holds a public hearing on the proposed budget as submitted.
4. City council holds a public hearing on any proposed changes in the budget.
5. City council adopts budget.

2010 Census: 47,037

Year Charter was Adopted: 1954

EAST PROVIDENCE (continued)

Additional Charter Provisions:

1. The councilmen elect from among themselves an officer of the city who has the title of mayor. He/she is recognized as the head of the city government for all ceremonial purposes.
2. The school committee appoints the superintendent of schools.
3. The city solicitor may serve as acting judge of probate.
4. The director of finance shall appoint the controller, tax assessor, purchasing agent, and treasurer who shall head these four divisions within the department of finance.
5. There shall be a department of finance, a department of public works, a department of police, a department of fire and such other departments as may be established by ordinance.
6. At the head of each department there shall be a director, who shall be an officer of the city and shall have supervision and control of the department subject to the city manager. Two or more departments may be headed by the same individual, the manager may head one or more departments, and directors of departments may also serve as chiefs of divisions.

EXETER

Form of Government: Town Council-Town Meeting

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Council Appoints:

1. 3 Board of Canvassers
2. Tax Collector
3. Town Solicitor
4. Building Inspector
5. Electrical Inspector
6. Plumbing Inspector
7. Minimum Housing Inspector
8. Probate Judge
9. Director of Emergency Management
10. 5 Planning Board
11. 5 Zoning Board of Review
12. 7 Conservation Commission
13. 3 Board of Tax and Assessment Review
14. 5 Personnel Board
15. Director of Public Works
16. 5-9 Charter Review Commission
17. 5 Water Resources Advisory Board
18. 7 Library Board of Trustees
19. Town Planner
20. Tax Assessor (effective 2005)

Elected Officials:

1. 5 Town Council
2. Town Moderator
3. Town Clerk
4. Town Treasurer
5. 3 Tax Assessors (terminates 2004)
6. Town Sergeant
7. Zoning Inspector
8. Director of Public Welfare

Procedure for Adopting Town Budget:

1. Department and agency heads submit estimates of revenues and expenditures to town council.
2. Town council reviews and revises estimates and prepares proposed budget.
3. Town council holds a public hearing on recommended budget.
4. Town council adopts recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts budget.

2010 Census: 6,425

Year Charter was Adopted: 1996

EXETER (continued)

Additional Charter Provisions:

1. The town clerk shall serve as the purchasing officer.
2. The town clerk may appoint a deputy town clerk with the approval of the town council.
3. The town treasurer may appoint a deputy town treasurer with the approval of the town council.
4. The same individual may perform the duties of building, electrical, plumbing, and minimum housing inspectors if so appointed by the town council.
5. The town solicitor shall act temporarily as probate judge, but also may be appointed to serve as probate judge.
6. The town council may appoint two (2) auxiliary members to the zoning board of review.
7. The conservation commission may be created by the town council, three members of which must be selected from a list submitted by conservation organizations.
8. The town council may appoint two (2) auxiliary members to the planning board.

FOSTER

Form of Government: Town Council-Town Meeting

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Council Appoints:

- | | |
|-----------------------------------|--|
| 1. Tax Collector | 10. Town Solicitor |
| 2. Tax Assessor | 11. Public Works Director |
| 3. Director of Human Services | 12. Police Chief |
| 4. Sealer of Weights and Measures | 13. 7 Planning Board |
| 5. Animal Control Officer | 14. 5 Zoning Board of Review |
| 6. Constables | 15. 3 Board of Canvassers & Registration |
| 7. Building & Zoning Official | 16. Charter Revision Committee |
| 8. Probate Judge | 17. 7 Conservation Commission |
| 9. Town Treasurer | 18. 5 Land Trust |
| | 19. Planning Official |

Elected Officials:

1. 5 Town Council
2. 3 School Committee
3. Town Clerk
4. Town Moderator
5. Town Sergeant
6. 3 Board of Tax Review

Procedure for Adopting Town Budget:

1. Department heads submit budget requests to the town council.
2. Town council may revise budget requests.
3. Town council holds public hearing on proposed budget.
4. Town council adopts recommended budget for presentation to financial town meeting.
5. Financial town meeting adopts final budget.

2010 Census: 4,606

Year Charter was Adopted: 1976

FOSTER (continued)

Additional Charter Provisions:

1. The town clerk appoints the deputy town clerk, with the approval of the town council.
2. The town clerk is also the director of the department of administration.
3. Animal control officer may be appointed an appraiser of dog damage by the town council.
4. Town solicitor may appoint an assistant town solicitor with the approval of the town council.
5. Zoning board of review serves as platting board of review.
6. The town treasurer appoints the deputy town treasurer, with the approval of the town council.
7. The 3-members of the Foster school committee are also members of the Foster-Glocester regional committee. The regional committee appoints the superintendent.
8. The tax collector's office shall be under the supervision of the town treasurer.
9. A member of the planning board and a member of the conservation commission serve as members of the land trust.
10. Town council appoints two (2) alternate members to zoning board of review.
11. The board of canvassers appoints district clerks and moderators for elections.

GLOCESTER

Form of Government: Town Council-Town Meeting

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Council Appoints:

- | | |
|---|--------------------------------------|
| 1. Board of Canvassers | 19. Appraisers for Dog Damage |
| 2. Probate Judge | 20. Director of Emergency Management |
| 3. Town Solicitor | 21. 7 Planning Board |
| 4. 7 School Building Committee | 22. 5 Zoning Board of Review |
| 5. Director of Finance | 23. 5 Housing Authority |
| 6. Deputy Town Treasurer | 24. Building & Zoning Inspector |
| 7. Tax Assessor | 25. Sealer of Weights & Measures |
| 8. 3 Board of Assessment Review | 26. Tree Warden |
| 9. Tax Collector | 27. Recreation Commission |
| 10. Deputy Tax Collector | 28. Director of Human Resources |
| 11. 9 Charter Study Committee | |
| 12. 5 Trustees of (7 member) Land Trust | |
| 13. 7 Budget Board | |
| 14. Director of Public Works | |
| 15. Chief of Police | |
| 16. Police Officers (permanent) | |
| 17. Police Officers (reserve) | |
| 18. Animal Control Officers | |

Elected Officials:

1. 5 Town Council
2. 6 School Committee
3. Town Clerk
4. Town Moderator
5. Town Sergeant

Procedures for Adopting Town Budget:

1. The budget board submits recommended budget to the town council.
2. Town council shall review and revise recommended budget.
3. Town council holds public hearing on recommended budget.
4. Town council adopts recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts budget.

2010 Census: 9,746

Year Charter Adopted: 1990

GLOCESTER (continued)

Additional Charter Provisions:

1. Town moderator presides at all regular and special financial town meetings.
2. Town council acts as a board of personnel review.
3. Town solicitor may temporarily serve as probate judge.
4. The school committee appoints the superintendent of schools.
5. Director of finance is an ex-officio member of the budget board (seventh member).
6. Town clerk appoints a deputy town clerk.
7. Zoning board of review serves as the platting board of review.
8. Conservation commission shall be established in accordance with state law (3 to 7 members).
9. Director of finance shall function as the town treasurer.
10. The animal control officer may also serve as an appraiser of dog damage.
11. Director of human resources is an ex-officio member of the personnel board.

HOPKINTON

Form of government: Council-Manager

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Manager

1. Appointed by council
2. Term not to exceed 3 years

Council Appoints:

1. Town Manager
2. 5-9 Charter Review Commission
3. Board of Canvassers
4. 3 Board of Assessment Review
5. 5 Zoning Board of Review
6. 5 Town Planning Board
7. Town Solicitor
8. Probate Judge

Town Manager Appoints:

1. Chief of Police
2. Highway Supervisor
3. Animal Control Officer
4. Treasurer/Finance Director
5. Recreation Director
6. Grant Administrator*
7. Purchasing Agent*
8. Tax Collector
9. Tax Assessor
10. Town Planner
11. Building/Zoning Official

*Manager may serve as

Elected Officials:

1. School Committee
2. Town Clerk
3. Town Moderator
4. Town Sergeant
5. Director of Public Welfare
6. District Moderators
7. District Clerks

Procedures for Adopting Town Budget:

1. Town manager prepares budget based on submissions by department heads, etc. and on recommendations of finance board.
2. Town manager submits proposed budget and finance board's recommendations to council.
3. Town council, after a public hearing, may revise, and must adopt budget for submission to financial town assembly.
4. Electors of town may present a petition of warrant items to change the submitted budget.
5. Financial town assembly determines which items are to be included in the proposed budget.
6. Town council adopts the proposed budget and all warrant items to be submitted to the financial referendum.
7. Electors voting in financial referendum determine final budget.

2010 Census: 8,188

Year Charter was Adopted: 2002

HOPKINTON (continued)

Additional Charter Provisions:

1. The town council acts as the board of license commissioners.
2. The town clerk appoints a deputy town clerk.
3. The highway supervisor supervises the performance of the duties of the tree warden, fence viewer, and sealer of weights and measures.
4. All police officers below the rank of chief of police shall be appointed by the town manager, upon the recommendation of the chief of police.
5. The town council appoints two (2) alternate members to the planning board.
6. The conservation commission may appoint an ex officio representative to the planning board.
7. The town council appoints two (2) alternate members to the zoning board of review.

JAMESTOWN

Form of Government: Administrator-Council

Legislative Body: Town Council

Chief Executive: Town Administrator

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year, November 2012)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Administrator Nominates:

1. Town Administrator
2. 3 Board of Assessment Review
3. Town Solicitor
4. Probate Judge
5. 3 Canvassing Authority
6. Planning Commission
7. 5 Zoning Board of Review
8. 7 Library Trustees
9. Town Sergeant
10. Harbor Management Commission
11. Charter Review Committee
12. Municipal Court Judge

1. Town Clerk*
2. Tax Assessor*
3. Emergency Management Director*
4. Building Official*
5. Minimum Housing Inspector*
6. Town Engineer*
7. Director of Public Works*
8. Director of Parks & Recreation*
9. Police Chief*
10. Finance Director*
11. Town Planner*

*With approval of council

Elected Officials:

1. 5 Town Council
2. 5 School Committee
3. Town Moderator

Procedures for Adopting Town Budget:

1. Town administrator obtains estimates of revenues and expenditures from the head of each office, department and agency.
2. Town administrator prepares a proposed budget and submits it to the town council.
3. Town council may revise the proposed budget.
4. Town council adopts a recommended budget for presentation to the financial town meeting.
5. Financial town meeting adopts final budget.

2010 Census: 5,405

Year Charter was Adopted: 1974

JAMESTOWN (continued)

Additional Charter Provisions:

1. With the consent of the town council, the town administrator may serve as the head of one (1) or more departments, offices or agencies or the town administrator may appoint one (1) person as the head of two (2) or more departments, offices or agencies.
2. The finance director shall act as town treasurer, town tax collector and town purchasing agent.
3. The building official may also serve as the minimum housing inspector.
4. The town clerk shall serve as probate clerk; if he is unable to serve, the deputy town clerk may serve in his stead.
5. The town council appoints three (3) alternate members to the zoning board of review.

JOHNSTON

Form of Government: Mayor-Council

Legislative Body: Town Council

1. Elected, 1 from each of 5 districts
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Mayor

1. Elected
2. Four-year term (commencing 2014)

Council Appoints:

1. 3 Board of Canvassers & Registration
2. Probate Judge
3. 3 Board of Assessment Review
4. Constables

Mayor Appoints:

1. Town Clerk
2. Deputy Town Clerk
3. Town Solicitor
4. Director of Finance*
5. Tax Assessor
6. Director of Public Works*
7. Chief of Police
8. Police Officers
9. Fire Chief
10. Director of Public Health
11. Director of Public Welfare
12. 3 Personnel Board
13. 7 Planning Board
14. Town Sergeant
15. Auctioneers
16. Sealer of Weights & Measures
17. Council of Defense
18. Purchasing Agent*
19. Building Inspector*
20. Plumbing Inspector*
21. Electrical Inspector*
22. Minimum Housing Inspector*
23. Tree Warden*
24. Dog Officer*
25. Fence Viewer*

Elected Officials:

1. Mayor
2. 5 Town Council
3. 5 School Committee

*Mayor may serve as

Procedure for Adopting Town Budget:

1. Mayor prepares the budget and budget message.
2. Mayor presents proposed budget to the town council.
3. Town Council holds one or more public hearings on the proposed budget.
4. Town council enacts budget.

2010 Census: 28,769

Year Charter was Adopted: 1962

JOHNSTON (continued)

Additional Charter Provisions:

1. The town council acts as the board of personnel review.
2. If necessary, the mayor may appoint an assistant town solicitor.
3. The director of finance acts as the town treasurer, the tax collector and the town auditor.
4. The chief of police may appoint additional special policemen.
5. The director of public health may serve as the school medical inspector.
6. The school committee appoints the superintendent of schools.
7. The school building commission consists of nine members - three (3) members of the town council, three (3) members of the school committee, and three (3) members of the Town planning board.
8. The superintendent of schools shall serve as an ex officio member of the school building commission.

LINCOLN

Form of Government: Administrator-Council

Legislative Body: Town Council

Chief Executive: Town Administrator

1. Elected, 1 from each of 5 districts
2. 5 Members
3. Two-year terms
4. Partisan (even year, November)

1. Elected
2. Four-year term (commencing 2011)

Council Appoints:

Town Administrator Appoints:

1. 3 Board of Canvassers & Registration
2. Probate Judge
3. Town Solicitor
4. 3 Board of Assessment Review
5. Town Sergeant
6. Auctioneers
7. Sealer of Weights & Measures
8. Parks & Recreation Commission
9. 5 Zoning Board of Review
10. 7 Planning Board
11. 5 Board of Trustees for Lincoln Library

1. Town Clerk*
2. Deputy Town Clerk*
3. Director of Finance**
4. Tax Assessor*
5. Director of Public Works**
6. Chief of Police
7. Deputy Chief of police
8. Police Officers
9. Director of Human Services
10. 3 Personnel Board*

*With approval of council
**Administrator may serve as

Elected Officials:

Financial Town Meeting Elects:

1. Town Administrator
2. 5 Town Council
3. 7 School Committee
4. 5 Board of Water Commissioners

1. Town Moderator
2. 10 Budget Board

Procedure for Adopting Town Budget:

1. Each department and agency submits requests to town administrator.
2. Town administrator prepares annual budget and submits it to the budget board.
3. The budget board may confer with the town council and shall hold one or more public hearings.
4. Budget board prepares budget recommendations for submission to financial town meeting.
5. Electors may file motion regarding expenditures to be considered at financial town meeting.
6. Financial town meeting adopts the budget.

2010 Census: 21,105

Year Charter was Adopted: 1958

LINCOLN (continued)

Additional Charter Provisions:

1. The town council acts as the board of personnel review.
2. The town council appoints constables.
3. The director of finance acts as the town treasurer, the tax collector, and the town auditor.
4. The chief of police may appoint additional special policemen.
5. The school committee appoints the superintendent of schools.
6. A local emergency management agency must be established by the town council through ordinance.
7. The director of public works acts as or appoints the tree warden, the building inspector and the fence viewer. The director also appoints the assistants of the building inspector, including the plumbing and electrical inspectors.
8. The tax assessor is appointed for a two-year term.
9. The school building commission consists of five members, two of whom shall be members of the school committee. The superintendent of schools shall serve as an ex officio member of said commission.
10. The board of water commissioners may appoint a superintendent of water works for up to five years.
11. The town moderator shall appoint a five member industrial development commission.
12. The town council appoints two (2) alternate members to the zoning board of review.

LITTLE COMPTON

Form of Government: Town Council-Town Meeting

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Council Appoints:

- | | |
|--|---|
| 1. 3 Board of Canvassers | 17. 5 Board of Trustees for Free Public Library |
| 2. Assistant Town Moderator* | 18. 3 Auditorium/Gymnasium Committee |
| 3. Purchasing Agent | 19. Police Chief |
| 4. Business Manager | 20. Fire Chief |
| 5. Town Solicitor | 21. Director of Public Works |
| 6. Town Sergeant | 22. Tree Warden |
| 7. Probate Judge | 23. 7 Charter Review Commission |
| 8. Local Emergency Management Director** | 24. 7 Board of Trustees of Little Compton Housing Trust |
| 9. Director of Social Services | |
| 10. 9 Planning Board | |
| 11. 5 Zoning Board of Review | |
| 12. 7 Conservation Commission | * With town moderator approval |
| 13. 5 Agricultural Conservancy Trust | ** Council president may serve as |
| 14. 7 Harbor Commission | |
| 15. Harbor Master | |
| 16. Assistant Harbor Master | |

Elected Officials:

1. 5 Town Council
2. 5 School Committee
3. Town Clerk
4. Town Treasurer
5. 3 Board of Tax Assessors
6. Town Moderator

Procedures for Adopting Town Budget:

1. Budget requests shall be submitted to budget committee.
2. Budget committee prepares budget.
3. Budget committee holds a public hearing on preliminary budget.
4. Town council causes to be published summary of proposed budget.
5. Financial town meeting adopts the final budget.

2010 Census: 3,492

Year Charter was Adopted: 1994

LITTLE COMPTON (continued)

Additional Charter Provisions:

1. Town clerk appoints a deputy town clerk with the approval of the council.
2. Town treasurer also serves as town tax collector.
3. Town treasurer may appoint a deputy town treasurer with the approval of the council.
4. Town council shall serve as the board of tax assessment review.
5. Town council appoints a person or persons responsible for conducting inspections in all areas where inspections are necessary.
6. The chairpersons of the town conservation commission and the planning board or their member designees shall serve as the sixth and seventh trustees of the Little Compton agricultural conservancy trust.
7. The pension committee shall consist of seven members appointed as follows: 3 by town council; 1 council member designee; and 1 member representing policemen, firemen, and other town employees, chosen by each of the following: union representing town policemen; union representing town firefighters; and the other town employees.
8. The following are elected at the annual financial town meeting:
 - (1) 5 budget committee
 - (2) 5 beach commission
9. The recreation, conservation and open space committee consists of nine members as follows: 3 appointed by town council; and as ex officio members the chairpersons of following bodies: planning board, conservation commission, agricultural conservancy trust, beach commission, Sakonnet preservation association, and school committee or their member designees.
10. The school committee selects the superintendent of schools.
11. The director of public works holds the office of highway supervisor of the town.
12. Town council appoints three (3) alternate members to the zoning board of review.
13. Upon the appointment of a single tax assessor, the town council appoints a three (3) member tax assessment board of review.

MIDDLETOWN

Form of Government: Administrator-Council

Legislative Body: Town Council

1. Elected, at large
2. 7 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Administrator

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Administrator
2. 3 Canvassing Authority
3. 3 Board of Assessment Review
4. Town Solicitor
5. Probate Judge
6. 3 Personnel Board
7. 3 Personnel Review Board
8. 7 Planning Board
9. 5 Zoning Board of Review
10. Board of Trustees for Public Library
11. 9 Board of Directors for Senior Citizens' Center
12. Municipal Court Judge

Town Administrator Appoints:

1. Town Clerk*
2. Deputy Town Clerk
3. Tax Assessor*
4. Town Engineer*
5. Finance Director*
6. Deputy Finance Director
7. Building Official*
8. Police Chief*
9. Fire Chief*
10. Director of Public Works*
11. Director of Parks & Recreation*
12. Executive Director of Senior Citizens' Center*
13. Director of Planning*

*With approval of council

Elected Officials:

1. 7 Town Council
2. 5 School Committee

Procedures for Adopting Town Budget:

1. Town administrator submits town consolidated budget to town council.
2. Town council gives budget two preliminary readings.
3. Town council holds two public hearings on the budget.
4. Town council enacts final budget.

2010 Census: 16,150

Year Charter was Adopted: 1968

MIDDLETOWN (continued)

Additional Charter Provisions:

1. The finance director acts as town treasurer, tax collector, purchasing agent and human resources manager.
2. In addition to the chief of police, there shall be a deputy chief and such other subordinate officers and patrolmen.....as shall from time to time be determined by the town council.
3. In addition to the fire chief, there shall be a deputy chief and such other subordinate officers and firemen.....as shall from time to time be determined by the town council. In addition to the members of the permanent fire department, the fire chief may from time to time appoint additional special firemen.....who shall serve at the pleasure of the fire chief.
4. The school committee appoints the superintendent of schools.
5. The town administrator, town engineer, and director of public works are ex officio members of the planning board.
6. Except in the case of employees of the school department, who shall be appointed by the school committee, the head of the office, department or agency in which a vacancy exists shall make a recommendation to the appointing authority, who shall be the town administrator.
7. The town council may provide for the creation of a juvenile hearing board consisting of five (5) members and two (2) auxiliary members appointed by the town council.

NARRAGANSETT

Form of Government: Council-Manager

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Nonpartisan (even year)

Chief Executive: Town Manager

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Manager
2. 3 Board of Canvassers
3. 3 Board of Assessment Review
4. 5 Planning Board
5. 5 Zoning & Platting Board of Review
6. Town Solicitor
7. Assistant Town Solicitors
8. Probate Judge
9. Town Sergeant**
10. Town Physician
11. 5 Personnel Appeal Board
12. Conservation Commission
13. Recreation Advisory Board

Town Manager Appoints:

1. Town Clerk
2. Deputy Town Clerk
3. Finance Director
4. Tax Collector
5. Tax Assessor
6. Director of Public Works**
7. Building Official
8. Town Engineer**
9. Director of Public Safety*
10. Police Chief
11. Fire Chief
12. Animal Control Officer**
13. Director of Parks & Recreation **
14. Purchasing Agent**
15. Director of Emergency Management*

*Manager may serve as
**Position optional

Elected Officials:

1. 5 Town Council
2. 5 School Committee

Procedure for Adopting Town Budget:

1. Town manager prepares the budget and submits it to the town council.
2. Town council holds two or more public hearings on the entire proposed budget.
3. Town council adopts final budget.

2010 Census: 15,868

Year Charter was Adopted: 1966

NARRAGANSETT (continued)

Additional Charter Provisions:

1. The town finance director may serve as tax collector, tax assessor, and purchasing agent.
2. The town manager, and/or the town manager's designee(s), are ex-officio members of the planning board.
3. The town manager appointments provided for by the charter shall be done with the advice and consent of the town council.
4. The finance director shall be the town treasurer.
5. The police chief appoints all police officers with the approval of the director of public safety.
6. The fire chief appoints all fire department personnel with the approval of the director of public safety.
7. The town council may appoint two (2) alternate members to the board of canvassers.
8. The town council may appoint alternates to any board or commission.
9. A town council member serves on the personnel appeal board.

NEW SHOREHAM

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Manager Appoints:

1. Town Manager
2. Canvassing Authority
3. 3 Board of Assessment Review
4. Town Solicitor
5. Board of Sewer Commissioners
6. Harbor Master
7. Planning Board
8. 3-7 Conservation Commission
9. 5 Zoning Board of Review
10. 7 Library Board of Trustees
11. Charter Review Commission
12. 5 Police Advisory Commission
13. Public Facility Review Committee
14. Board of Water Commissioners
15. Director of Public Welfare

1. Finance Director*
2. Town Clerk*
3. Director of Public Works**
4. Police Chief*
5. Director of Emergency Management*
6. Police Officers*
7. Facilities Manager*

*With council approval

**Manager may serve as

Elected Officials:

1. 5 Town Council
2. 5 School Committee
3. Town Moderator
4. Assistant Town Moderator
5. 3 Board of Tax Assessors
6. Town Sergeant
7. 5 Block Island Land Trust

Procedures for Adopting Town Budget:

1. All department heads, boards, commissions and agencies submit requests to town manager.
2. Town manager prepares and submits proposed budget to town council.
3. Town council holds at least one public hearing on proposed budget.
4. Town council may revise budget as submitted by town manager.
5. Town council adopts recommended budget.
6. Financial town meeting adopts budget.

2010 Census: 1,051

Year Charter was Adopted: 1988

NEW SHOREHAM (continued)

Additional Charter Provisions:

1. The first warden shall be the chief executive officer of the town, and the town manager shall be the chief administrative officer of the town.
2. The town council consists of a first warden, a second warden and three town councilors.
3. Finance director assumes the titles and duties of the town treasurer and tax collector. In the absence of the finance director the duties may be delegated by the town manager.
4. Town clerk may appoint a deputy town clerk with council approval.
5. Town council serves as the probate court.
6. Town council may appoint a probate judge or may establish a probate court separate from the town council.
7. First warden or 2nd warden sits as the wardens court.
8. The director of public works supervises the office of inspections.
9. The harbor master reports to the director of public works.
10. The first warden shall serve as director of emergency management, if council so determines.
11. The zoning board of review serves as the platting board of review.
12. The first warden appoints the members of the historic district commission.
13. The school committee appoints the school superintendent.
14. Town council may by ordinance replace the elected board of tax assessors with a single tax assessor employed by the town manager with council approval.

NEWPORT

Form of Government: Council-Manager

Legislative Body: City Council

1. Elected, 1 from each of 3 wards & 4 at large
2. 7 Members
3. Two-year terms
4. Nonpartisan (even year)

Chief Executive: City Manager

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. City Manager
2. 3 Canvassing Authority
3. City Solicitor
4. Probate Judge
5. 3 Board of Tax Appeals
6. Planning Board
7. Board of Review
8. 5 Trust and Investment Commission
9. Municipal Court Judge

City Manager Appoints:

1. City Clerk
2. Probate Clerk

Elected Officials:

1. 7 City Council
2. 7 School Committee

Procedures for Adopting City Budget:

1. City manager prepares and submits a proposed budget to the city council.
2. City council holds a public hearing on the proposed budget.
3. Manager prepares and presents to the city council a revised budget and revenue projection.
4. City council holds a public hearing on the revised budget.
5. City council may make further revisions to the revised budget.
6. City council adopts the final budget.

2010 Census: 24,672

Year Charter was Adopted: 1952

NEWPORT (continued)

Additional Charter Provisions:

1. Except as otherwise provided by this charter, the manager shall appoint all administrative officers and heads of departments including the city clerk and probate clerk.
2. The city manager may serve as the head of any administrative department.
3. The chairman of the city council shall have the title of mayor.....and shall be recognized as the official head of the city for all ceremonial purposes.
4. The city council shall have and exercise all the powers and duties conferred by law upon license commissioners.
5. The city clerk shall be the ex-officio head of the department of public records.
6. The municipal court judge shall temporarily perform the duties of the probate judge.

NORTH KINGSTOWN

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Manager Appoints:

1. Town Manager
2. Town Solicitor
3. 3 Board of Assessment Review
4. 5 Zoning Board of Review
5. 7 Library Trustees
6. 7 Charter Review Commission
7. 6 Planning Commission
8. Asset Management Commission

1. Town Clerk*
2. Town Treasurer**
3. Town Assessor*
4. Director of Public Works**
5. Director of Public Safety**
6. Police Chief*
7. Fire Chief*
8. Director of Public Welfare**
9. Director of Public Recreation*
10. Health Officer*
11. Building Inspector*
12. Director of Water Supply**

*With approval of council

**Manager may serve as

Elected Officials:

1. 5 Town Council
2. 5 School Committee

Procedure for Adopting Town Budget:

1. Town manager submits proposed budget to town council.
2. Town council may revise budget as submitted by town manager.
3. Town council adopts a preliminary budget.
4. Town council holds two (2) public hearings on preliminary budget.
5. Electors of the town may circulate a petition requesting changes in the budget.
6. The town council adopts final budget after consideration of any petitions received.
7. Budget as finally approved by town council may be subject to a referendum.

2010 Census: 26,486

Year Charter was Adopted: 1954

NORTH KINGSTOWN (continued)

Additional Charter Provisions:

1. The town treasurer serves as director of finance.
2. The town manager, the director of public works and the town engineer are ex officio members of the town planning commission.
3. The town manager, with the approval of the town council, may exercise and perform the powers and duties of one or more administrative offices instead of appointing some other person or persons.
4. When a person other than the town manager is the director of public safety, the police chief and the fire chief are appointed by the director with the approval of the town manager.

NORTH PROVIDENCE

Form of Government: Mayor-Council

Legislative Body: Town Council

1. Elected, 2 from each of 3 districts, 1 at large
2. 7 Members
3. Four-year terms
4. Partisan (even year)

Council Appoints:

1. Town Clerk
2. Deputy Town Clerk
3. Judge of Probate
4. Town Sergeant
5. Constables
6. 2 Auctioneers
7. 3 Personnel Board
8. 3 Board of Canvassers
9. 5 Zoning and Platting Board of Review
10. 5 Board of Tax Assessment Review
11. 5 Board of Trustees of Public Libraries
12. 3 Purchasing Board

Elected Officials:

1. Mayor
2. 7 Town Council
3. 7 School Committee

Chief Executive: Mayor

1. Elected
2. Four-year term

Mayor Appoints:

1. Director of Finance
2. Tax Collector
3. Tax Assessor
4. Purchasing Agent
5. Director of Public Safety*
6. Police Chief
7. Fire Chief
8. Building & Zoning Inspector
9. Plumbing Inspector
10. Electrical Inspector
11. Minimum Housing Inspector
12. Director of Public Services
13. Director of Sanitation
14. Director of Public Works
15. Director of Recreation
16. Director of Parks
17. Town Solicitor
18. Director of Public Welfare
19. Health Coordinator
20. 7 Planning Board**
21. Municipal Court Judge**

*Mayor shall serve as

**With approval of Council

Procedure for Adopting Town Budget:

1. Mayor prepares the annual budget with assistance of director of finance.
2. Mayor submits the proposed budget and his message to town council.
3. Town council must hold at least one public hearing on the proposed budget.
4. Town council may amend budget as submitted by mayor, and returns to mayor for approval.
5. Mayor approves the budget or may veto specific items.
6. Town council may override mayor's veto by a five-sevenths vote or may adopt budget as resubmitted by mayor.

2010 Census: 32,078

Year Charter was Adopted: 1973

NORTH PROVIDENCE (continued)

Additional Charter Provisions:

1. Council shall appoint an attorney to act as its attorney and legal advisor.
2. Director of finance shall also be the town treasurer, and serve as the chief of the treasury division.
3. Mayor, in his capacity as director of public safety, appoints the following: police chief, fire chief, building and zoning inspector, plumbing inspector, electrical inspector and minimum housing inspector.
4. Mayor, in his capacity as director of public safety, appoints all police personnel below the rank of chief upon recommendation of the chief of police.
5. Inspector of buildings shall serve as chief of the division of inspections (zoning, electrical, plumbing and minimum housing).
6. Town solicitor, assistant town solicitor, or municipal court judge may be appointed by town council to serve as the acting judge of probate.
7. Mayor may appoint an assistant town solicitor if the duties so warrant.
8. Council shall appoint the advisory committee on parks and recreation which shall consist of one member of the council, one member of the school committee, and one member of the planning board upon recommendation of their respective bodies.
9. Mayor and director of finance shall serve as members of the purchasing board along with the three council appointees.
10. Mayor may appoint an associate municipal court judge to serve for a term not to exceed one year.
11. Council shall appoint two (2) alternate members to the board of tax assessment review.

NORTH SMITHFIELD

Form of Government: Administrator-Council

Legislative Body: Town Council

Chief Executive: Town Administrator

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Nonpartisan (even year)

1. Elected
2. Two-year term

Council Appoints:

Town Administrator Appoints:

1. 3 Board of Canvassers & Registration
2. Probate Judge
3. 3 Board of Assessment Review
4. 5 Planning Board
5. 5 Zoning Board of Review
6. Town Sergeant
7. Auctioneers
8. Sealer of Weights & Measures
9. 5 Housing Authority
10. Constables
11. Town Solicitor
12. 5 Sewer Commission
13. 5 Budget Committee

1. Director of Finance**
2. Tax Assessor
3. Town Clerk*
4. Deputy Town Clerk*
5. Director of Public Works
6. Director of Public Safety**
7. Police Chief
8. Police Officers
9. 5 Personnel Board*
10. Director of Public Welfare**
11. 7 Conservation Commission
12. 5 Economic Development Commission
13. Chief Building Inspector
14. Emergency Management Director

*With approval of council

**Administrator may serve as

Elected Officials:

1. Town Administrator
2. 5 Town Council
3. 5 School Committee

Procedure for Adopting Town Budget:

1. Town administrator assembles annual budget requests of all departments and agencies.
2. Town administrator submits estimates to budget committee.
3. Budget committee submits budget recommendations to town council.
4. Town council holds public hearing on budget prior to adoption.
5. Town council adopts final budget.
6. Upon a petition of at least 500 qualified electors, a special town meeting must be called to reconsider items for expenditure in either the operating or capital budget.

2010 Census: 11,967

Year Charter was Adopted: 1968

NORTH SMITHFIELD (continued)

Additional Charter Provisions:

1. In the event of a special town meeting, the town council president acts as moderator.
2. The town council acts as the board of personnel review.
3. The director of finance serves as town treasurer, tax collector and town auditor.
4. The head of the inspection division within the office of public safety serves as the fence viewer, the zoning inspector and the minimum housing inspector.
5. The police chief may appoint additional special policemen.
6. The school committee appoints the superintendent of schools.
7. A fire department may be created. It would be headed by a fire chief appointed by the town administrator.
8. The school committee shall appoint a school department solicitor.
9. There shall be two (2) auxiliary members of the zoning board of review appointed by the town council.
10. The town council appoints two (2) alternate members to the planning board.

PAWTUCKET

Form of Government: Mayor-Council

Legislative Body: City Council

1. Elected, 1 from each of 6 districts & 3 at large
2. 9 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Mayor

1. Elected
2. Two-year term

Council Appoints:

1. Probate Judge
2. Constables
3. 4 Advisory Commission on Ethics**
4. Municipal Court Judge
5. Associate Municipal Court Judge
6. 1 Water Supply Board

** With approval of Mayor

Mayor Appoints:

1. 3 Purchasing Board*
2. 5 Personnel Board*
3. 5 Board of Appeals*
4. 3 Advisory Commission on Ethics*
5. 3 Board of Canvassers & Registration*
6. 7 Trustees of Public Libraries*
7. 5 City Planning Commission*
8. City Clerk
9. City Solicitor*
10. City Engineer
11. Director of Public Health
12. Director of Finance
13. Director of Public Works
14. Director of Public Safety
15. Director of Human Services
16. Purchasing Agent
17. 4 Water Supply Board*
18. Personnel Director
19. 5 Housing Authority*
20. Director of Planning & Dev.
21. 5 Redevelopment Agency*
22. 9 or 11 Charter Review Commission*

*With approval of council

Elected Officials:

1. Mayor
2. 9 City Council
3. 7 School Committee

Procedures for Adopting City Budget:

1. Mayor prepares annual budget.
2. Mayor submits annual budget to city council.
3. City council must hold at least one public hearing on proposed budget.
4. City council may revise budget as submitted by mayor.
5. City council must hold public hearing on any budget revisions.
6. City council adopts final budget.

2010 Census: 71,148

Year Charter was Adopted: 1952

PAWTUCKET (continued)

Additional Charter Provisions:

1. The purchasing board shall consist of the mayor, the director of finance, ex officio, one member of the city council and 3 public members.
2. The board of appeals acts as the zoning board of review, the board of tax review, and as a board of license review.
3. The associate municipal court judge also acts as clerk of the municipal court.
4. The finance director is an ex officio member of the water supply board.
5. The purchasing director shall be executive secretary of the purchasing board.
6. The finance director is ex officio the city treasurer and the tax collector.
7. The mayor appoints all department heads.
8. The mayor, with the approval of the city council, appoints all independent boards and commissions.
9. Chief of Police appoints special policemen.
10. Fire Chief appoints special firemen.
11. The director of planning and development shall be the executive director and chief technical advisor of the city planning commission and of the redevelopment agency.
12. The trustees of public libraries appoint the librarian.
13. The water supply board appoints a "superintendent or chief engineer."

PORTSMOUTH

Form of Government: Administrator-Council

Legislative Body: Town Council

1. Elected, at large
2. 7 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Administrator

1. Appointed by council
2. Term not to exceed 3 years

Council Appoints:

1. Town Administrator
2. 3 Board of Canvassers & Registration
3. 3 Tax Assessment Board of Review
4. Town Solicitor
5. Assistant Town Solicitors
6. Probate Judge
7. Planning Board
8. Board of Review
9. 7 Charter Review Committee

Town Administrator Appoints:

1. Tax Assessor*
2. Building Official*
3. Police Chief*
4. Fire Chief*
5. Public Works Director*
6. Public Welfare Director**
7. Director of Parks, Recreation, Arts and Activities*
8. Finance Director*
9. Deputy Finance Director*
10. Town Engineer*

*With approval of council

**Administrator may serve as

Elected Officials:

1. 7 Town Council
2. 7 School Committee
3. Town Clerk

Procedures for Adopting Town Budget:

1. Administrator prepares and submits budget to town council.
2. Town council conducts hearings on the provisional budget.
3. Town council adopts final town budget by ordinance.
4. Final budget as adopted by town council may be subject to a referendum.

2010 Census: 17,389

Year Charter was Adopted: 1972

PORTSMOUTH (continued)

Additional Charter Provisions:

1. The tax assessor serves as tax collector.
2. Additional special policemen may be appointed by the town administrator upon the recommendation of the police chief and the approval of the town council.
3. The fire chief, with the approval of the town administrator and the town council, may appoint additional special firemen.
4. The school committee appoints the superintendent of schools.
5. The town council acts as the personnel board.
6. The town council may appoint the town administrator as the director of public welfare until the council provides the appointment of another person as director. The other person would be appointed by the town administrator with the approval of the town council.
7. The finance director acts as town treasurer and director of grants.
8. The president of the town council shall be recognized as head of the town government.
9. The town council appoints two (2) auxiliary members to tax assessment board of review.

PROVIDENCE

Form of Government: Mayor-Council

Legislative Body: City Council

1. Elected, 1 from each of 15 wards
2. 15 Members
3. Four-year terms
4. Partisan (even years, non-presidential)

Council Appoints:

1. 3 Board of Canvassers
2. 5 Comm. on Ward Boundaries
3. 3 Municipal Court Judges
4. Municipal Court Clerk
5. Probate Judge
6. Probate Clerk
7. City Clerk
8. City Treasurer
9. City Internal Auditor
10. 2 Retirement Board
11. 2 Board of Park Commissioners
12. 2 Recreational Advisory Board
13. 2 Members of City Council to Port Commission
14. 2 Water Supply Board
15. 2 Members of City Council to Housing Authority
16. 2 Members of City Council to Redevelopment Authority
17. 5 Charter Review Commission

Elected Officials

1. Mayor
2. 15 City Council

Chief Executive: Mayor

1. Elected
2. Four-year term

Mayor Appoints:

1. 5 Salary Review Commission*
 2. City Solicitor*
 3. Recorder of Deeds*
 4. City Sergeant*
 5. Registrar of Vital Statistics*
 6. 9 School Board*
 7. Finance Director*
 8. 5 Bd. of Tax Assessment Review*
 9. 3 Bd. of Investment Commissioners
 10. Director of Human Resources*
 11. Affirmative Action Officer
 12. Director of Public Works*
 13. 4 Bd. of Park Commissioners
 14. Director of Recreation*
 15. 3 Recreational Advisory Board
 16. Director of Public Property*
 17. Director of Inspection & Standards*
 18. 5 Zoning Board of Review*
 19. 5 Housing Board of Review*
 20. 5 Building Board of Review*
 21. Dir. of Planning & Urban Development*
 22. 5 City Plan Commission*
 23. 2 Retirement Board
 24. 5 Port Commission
 25. Traffic Engineer*
 26. 4 Water Supply Board
 27. 5 Board of Licenses*
 28. 13 Human Relations Commission*
 29. School Board Nominating Committee
 30. 9 Providence Housing Authority
 31. 5 Prov. Redevelopment Agency
 32. 4 Charter Review Commission
 33. Commissioner of Public Safety*
- *With council approval

Procedures for Adopting City Budget:

1. The finance director obtains revenue and expenditure estimates from each department, office and agency.
2. The mayor prepares and submits an operating budget to city council.
3. City council holds a public hearing on the budget.
4. City council may amend budget as submitted by the mayor.
5. City council adopts budget (appropriation ordinance) and submits it to the mayor.
6. Mayor approves appropriation ordinance or disapproves and vetoes the same.
7. City council may override mayor's veto by two-thirds vote or may adopt budget as resubmitted by the mayor.

2010 Census: 178,042

Year Charter was Adopted: 1980

PROVIDENCE (continued)

Additional Charter Provisions:

1. City clerk appoints the city archivist.
2. City solicitor appoints deputy city solicitor and any assistant city solicitors.
3. City sergeant serves as city messenger.
4. School board appoints superintendent of schools.
5. The finance director appoints city controller, budget officer, budget analyst, city collector and city assessor.
6. Budget officer serves as deputy finance director.
7. The mayor, finance director, city treasurer and the chairperson of the city council committee in charge of budgetary matters are ex officio members of the board of investment commissioners.
8. The city treasurer, finance director, and chairperson of the city council committee on budgetary matters are ex officio members of retirement board.
9. The public safety commissioner appoints the police chief, fire chief and director of communications.
10. The mayor is an ex officio member of the board of park commissioners.
11. The board of park commissioners appoints superintendent of parks.
12. The mayor, the city council president, the finance director, the city controller, the chairperson of city council committee over city property, the chairperson of city council committee over budgetary and financial matters, the director of public works, the public safety commissioner, the city treasurer, the director of public property, the water supply board chairperson, the school committee president, and the city assessor constitute the board of contract and supply ex officio.
13. Director of inspection and standards is the chief building inspector.
14. The mayor and the city council president serve as ex officio members of the city plan commission.
15. The port commission appoints director for the Port of Providence.
16. The director of finance serves as an ex officio member of the water supply board.
17. The water supply board appoints a chief engineer.
18. The human relations commission appoints an executive director.
19. The mayor serves as an ex officio member of the Providence redevelopment agency.
20. The emergency management agency and the department of homeland security are under the authority of the commissioner of public safety.

RICHMOND

Form of Government: Administrator-Council

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Administrator

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Administrator
2. Director of Public Works
3. Town Planner
4. Director of Building and Zoning
5. Director of Water Department
6. Director of Recreation
7. Police Chief
8. Police Officers
9. Director of Emergency Management
10. Conservation Commission
11. Economic Development Commission
12. Elder Affairs Commission
13. 7 Planning Board
14. Recreation Commission
15. 5 Zoning Board of Review
16. Probate Judge
17. 7 Rural Preservation Land Trust
18. Town Solicitors
19. Finance Director
20. Deputy Finance Director
21. Tax Assessor
22. 3 Board of Assessment Review
23. Tax Collector
24. 5 Board of Finance
25. 7-9 Charter Review Commission

Town Administrator Appoints:

1. 5 Building Code Board of Appeal

Elected Officials:

1. Town Moderator
2. Town Clerk
3. Town Sergeant
4. District Moderators
5. District Clerks
6. School Committee

Procedures for Adopting Town Budget:

1. Town administrator prepares draft preliminary budget and submits it to the board of finance.
2. Board of finance prepares a revised draft budget and submits to town administrator.
3. Town administrator prepares final version of proposed budget and submits to town council.
4. Town council conducts a public hearing on the proposed budget.
5. Town council prepares a budget for submission to the financial town meeting.
6. Electors may petition for changes to the submitted budget.
7. Financial town meeting adopts budget.

2010 Census: 7,708

Year Charter was Adopted: 2008

RICHMOND (continued)

Additional Charter Provisions:

1. The town clerk serves as the clerk of the board of canvassers and the probate court.
2. The town administrator acts as the purchasing agent.
3. The town council may provide by ordinance for the appointment of a town engineer and economic development director.
4. The building code board of appeal also serves as the housing board of review.
5. The town council appoints two (2) alternate members to the zoning board of review.
6. The zoning board of review also serves as the planning board of appeal.
7. The town solicitor shall have the authority to temporarily assume the duties of the probate judge if unable to serve.
8. The finance director performs the duties of the treasurer.
9. The town administrator and finance director are ex officio members of the board of finance.
10. The terms of office of the town moderator, town clerk, and town sergeant have been changed from four (4) years to two (2) years.

SMITHFIELD

Form of Government: Council-Manager

Legislative Body: Town Council

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Manager

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. 3 Board of Assessment Review
2. Town Solicitor
3. Town Clerk
4. Town Moderator
5. Town Sergeant
6. 9 Planning Board
7. 5 Zoning Board of Review
8. 3 Sewer Board of Review
9. 7 Conservation Commission
10. 3 Board of Canvassers
11. Probate Judge
12. Municipal Court Judge
13. 9 Charter Review Commission
14. Asset Management Commission
15. 3 Personnel Board

Town Manager Appoints:

1. Finance Director
2. Tax Assessor
3. Fire Chief
4. Police Chief
5. Director of Public Works
6. Director of Welfare
7. Building Official

Elected Officials:

1. 5 Town Council
2. 5 School Committee

Procedures for Adopting Town Budget:

1. Town manager submits proposed budget and accompanying message to town council.
2. Town council holds public hearing on the proposed budget.
3. Town council adopts budget with or without amendment for presentation to financial town meeting.
4. Financial town meeting adopts the final budget.

2010 Census: 21,430

Year Charter was Adopted: 1992

SMITHFIELD (continued)

Additional Charter Provisions:

1. The finance director acts as town treasurer and tax collector.
2. The town council appoints all building committees.
3. The school committee appoints the superintendent of schools.
4. The town solicitor may serve as probate judge.

SOUTH KINGSTOWN

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Manager Appoints:

1. Town Manager
2. 3 Board of Canvassers
3. 3 Board of Assessment Review
4. Town Solicitor
5. Probate Judge
6. Town Sergeant
7. 5 Board of Recreation
8. 7 Planning Board
9. 5 Zoning Board of Review
10. 7 Historic District Commission

1. Town Clerk*
2. Director of Finance
3. Tax Collector
4. Town Assessor
5. Director of Public Works
6. Chief of Police
7. Police Officers
8. Director of Public Welfare
9. Director of Utilities
10. Director of Public Safety

*With approval of council

Elected Officials:

1. 5 Town Council
2. 7 School Committee

Procedure for Adopting Town Budget:

1. Town council schedules public hearing to receive public input regarding the budget.
2. Town manager prepares the budget and budget message and submits them to the town council.
3. Town council may revise the budget as submitted by the town manager.
4. Town council adopts a preliminary budget.
5. Town council holds two public hearings on the preliminary budget.
6. Electors of the town may circulate petitions requesting changes in the budget.
7. Town council gives final approval to the budget after consideration of any petitions received.
8. Budget as finally approved by town council may be subject to a referendum.

2010 Census: 30,639

Year Charter was Adopted: 1968

SOUTH KINGSTOWN (continued)

Additional Charter Provisions:

1. The town clerk appoints the deputy town clerk.
2. The director of finance acts as town treasurer.
3. The director of public works supervises the performance of the duties of the tree warden and fence viewer.
4. The police chief may appoint additional constables or reserve police officers.
5. The police chief, with the approval of the town manager, may appoint a police surgeon.
6. A member of the town council, a member of the school committee and the director of public works are ex officio members of the recreation board.
7. The school committee appoints the superintendent of schools.
8. The town manager, the director of public works, the director of planning and the superintendent of schools are ex officio members of the planning board.
9. Whenever necessary a school building committee shall be formed consisting of seven (7) members - three (3) appointed by the school committee and four (4) by the town council.

TIVERTON

Form of Government: Administrator-Council

Legislative Body: Town Council

1. Elected, at large
2. 7 Members
3. Two-year terms
4. Nonpartisan (even year)

Chief Executive: Town Administrator

1. Appointed by council
2. Term not to exceed 3 years

Council Appoints:

1. 3 Board of Canvassers
2. Town Administrator
3. Town Solicitor
4. Municipal Court Judge
5. 5 Housing Authority
6. 3 Tree Commission
7. 9 Planning Board
8. 5 Zoning Board of Review
9. 7 Conservation Commission
10. 9 Open Space & Land Preservation Commission
11. 7 Recreation Commission
12. 5 Cemetery Commission
13. 5 Personnel Board
14. 9 Harbor & Coastal Waters Management Commission
15. Harbor Master
16. 3 Tax Assessment Board of Review
17. 5 Arts Committee
18. 7 Sewage Commission
19. 5 Historical Cemeteries Commission
20. 5 Economic Development Commission

Administrator Appoints:

1. Director of Tiverton Senior Citizens Center*
2. Director of Public Works*
3. Police Chief*
4. Police Officers*
5. Fire Chief*
6. Fire Department Personnel*
7. Emergency Management Director
8. Building Official*
9. Zoning Officer*
10. Electrical Inspector
11. Plumbing Inspector
12. Mechanical Inspector
13. Tax Collector
14. Tax Assessor*

*With approval of council

Elected Officials:

1. 7 Town Council
2. 5 School Committee
3. Town Clerk
4. Town Treasurer
5. Town Sergeant
6. Probate Judge
7. 11 Budget Committee

Procedures for Adopting Town Budget:

1. Budget Committee receives preliminary budget requests.
2. Budget Committee receives final budget requests.
3. Budget Committee approves and submits the Budget Proposal to Town Clerk.
4. Optional Budget Proposals may be submitted by School Committee and Town Council.
5. Elector Budget Proposals may be submitted by elector petitions.
6. Financial Town Hearing scheduled to review all Budget Proposals.
7. Financial Town Referendum adopts Budget Proposal.
8. Financial Town Referendum Runoff occurs if no Budget Proposal receives a majority of votes.

2010 Census: 15,780

Year Charter was Adopted: 1994

TIVERTON (continued)

Additional Charter Provisions:

1. Town council sits as a charter monitoring and complaint review board.
2. The town solicitor may serve as acting judge of probate.
3. The zoning officer may hold both the offices of zoning officer and building inspector.
4. The zoning board of review shall serve as the platting board of review.
5. One member of the town planning board shall serve on harbor and coastal waters management commission.
6. The school committee selects the superintendent of schools.
7. A nine member charter review commission shall be elected at least every six years for a term of six months.
8. Town council appoints two (2) alternate members of the sewage commission.
9. Town clerk is the clerk of the municipal court.
10. The judge of probate shall serve as acting municipal court judge.
11. The director of public works, a member of the conservation commission, and the tree warden are ex officio members of the tree commission.

WARREN

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Term not to exceed 3 years

Council Appoints:

1. Town Manager
2. 5 Board of Assessment Review
3. Judge of Probate
4. Town Solicitor
5. Director of Emergency Management
6. Town Sergeant
7. Harbor Master
8. Public Assistance Agent
9. 5 Tree Commission
10. 9 Planning Board
11. 5 Zoning Board
12. 7 Conservation Commission
13. 3 Board of Canvassers and Registration
14. 5 Parks and Recreation Board
15. 7 Harbor Management Commission
16. Juvenile Hearing Board
17. 5 Housing Authority
18. Director of Recreation

Manager Appoints:

1. Treasurer/Tax Collector*
2. Tax Assessor*
3. Town Clerk*
4. Deputy Town Clerk
5. Director of Planning & Community Development*
6. Director of Public Works*
7. Tree Warden
8. Police Chief*
9. Permanent Police Officers
10. Animal Control Officer
11. Fire Chief*
12. Building Official / Zoning Officer*
13. Senior Center Director
14. Superintendent of Sewers*

*With approval of council

Elected Officials:

1. 5 Town Council
2. Town Moderator
3. 9 Charter Review Commission

Procedures for Adopting Town Budget:

1. Town manager prepares and submits proposed budget to town council.
2. Town council reviews submitted budget and adopts a preliminary budget.
3. Electors may circulate and submit petitions for budget changes to town council.
4. Town council holds two public hearings: first on the preliminary budget; second on the final budget.
5. Town council approves proposed budget for presentation to financial town meeting.
6. Financial town meeting adopts final budget.
7. Budget as finally approved by financial town meeting may be subject to a referendum.

2010 Census: 10,611

Year Charter was Adopted: 1994

WARREN (continued)

Additional Charter Provisions:

1. The town council serves as licensing board.
2. The town manager acts as the purchasing agent.
3. The treasurer/tax collector is the director of the department of finance.
4. The town solicitor may serve as judge of probate.
5. Director of public works may perform the duties of tree warden.
6. Board of fire engineers consists of the deputy chief and three (3) assistant fire chiefs appointed by the fire chief.
7. The building official/zoning officer supervises the electrical inspector and the plumbing/mechanical inspector, and also serves as the minimum housing inspector and the floodplan coordinator.
8. The building official serves on the technical review committee advising the planning board, with the remaining members to be determined by the planning board.
9. The town council appoints three persons as representatives to the Bristol County water authority.
10. Fire chief appoints the deputy fire chief and the three (3) assistant fire chiefs.
11. Town council acts as the charter monitoring and complaint review board.
12. Director of public works serves as superintendent of parks and playgrounds.

WARWICK

Form of Government: Mayor-Council

Legislative Body: City Council

1. Elected, 1 from each of 9 wards
2. 9 members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Mayor

1. Elected
2. Two-year term

Council Appoints:

1. 3 Board of Canvassers and Registration
2. 7 Board of Trustees of Warwick Public Library

Mayor Appoints:

1. Director of Finance
2. City Solicitor*
3. Director of Public Works
4. 3 Board of Public Safety
5. Building Inspector
6. Director of Human Services
7. Director of Water Department
8. Director of Parks and Recreation
9. City Planner
10. 9 Planning Board
11. City Clerk*
12. Deputy City Clerk*
13. 3 Board of Assessment Review*
14. City Sergeant

Elected Officials:

1. Mayor
2. 9 City Council
3. 5 School Committee

* With approval of council

Procedures for Adopting City Budget:

1. Director of Finance obtains estimates of revenues and expenditures from each department, office and agency.
2. Mayor submits budget and budget message to city council.
3. City council holds a public hearing on the budget.
4. City council may amend budget as submitted by the mayor.
5. City council adopts a budget.
6. Mayor approves budget, but may disapprove any items changed by city council.
7. City council may override mayor's disapproval of any changed items, or may adopt budget as resubmitted by mayor.

2010 Census: 82,672

Year Charter was Adopted: 1960

WARWICK (continued)

Additional Charter Provisions:

1. Director of finance appoints city assessor, city purchasing agent and city treasurer.
2. City solicitor has authority to appoint additional assistant solicitors as needed, or engage a law firm to perform the legal services for the city.
3. Building Inspector is responsible for building, plumbing and electrical inspection, unless otherwise assigned by the mayor.
4. Board of public safety shall have all of the powers, duties and functions of the board of police commissioners and bureau of fire.
5. Mayor is authorized to appoint as many as four (4) taxpayers, added to the school committee to act jointly in the direction of school construction only.
6. School committee appoints a superintendent of schools.

WEST GREENWICH

Form of Government: Administrator-Council

Legislative Body: Town Council

Chief Executive: Town Administrator

1. Elected, at large
2. 5 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

- | | |
|-----------------------------|---|
| 1. 3 Board of Canvassers | 14. Sealer of Weights & Measures* |
| 2. Town Treasurer | 15. 4 Bonded Constables* |
| 3. Town Solicitor | 16. 5 Planning Board* |
| 4. Tax Assessor | 17. 5 Zoning Board of Review* |
| 5. Probate Judge | 18. 7 Conservation Commission* |
| 6. Human Services Director | 19. 3 Board of Assessment Review* |
| 7. Town Planner | 20. 5 Juvenile Hearing Board* |
| 8. Tax Collector | 21. Police Chief |
| 9. Rescue Person* | 22. Public Works Director |
| 10. Animal Control Officer* | 23. 7-9 Charter Review Commission |
| 11. Corder of Wood* | 24. 1 Board of Engineers |
| 12. Tree Warden* | 25. Town Clerk |
| 13. 911 Coordinator* | *Upon recommendation of
town administrator |

Elected Officials:

1. 5 Town Council
2. Town Sergeant
3. Town Moderator
4. 3 Regional District School Committee

Procedure for Adopting Town Budget:

1. Town officials, departments and agencies submit budget requests to town administrator.
2. Town administrator submits the budget recommendations to town council.
3. Budget committee may be appointed by town council to assist with recommended budget.
4. Town council holds public hearing on preliminary recommended budget.
5. Town council adopts proposed budget for presentation to the financial town meeting.
6. Financial town meeting adopts budget.

2010 Census: 6,135

Year Charter was Adopted: 1996

WEST GREENWICH (continued)

Additional Charter Provisions:

1. Town administrator acts as the purchasing agent.
2. The town clerk may employ a deputy town clerk with town council approval.
3. The town treasurer may appoint a deputy town treasurer with town council approval.
4. The town council appoints a person or persons to conduct all inspections which are required (zoning; building; electrical; plumbing; and minimum housing).
5. The town tax collector may appoint a deputy tax collector with town council approval.
6. The town council appoints two (2) alternate members to the planning board.
7. The town council appoints two (2) alternate members to the zoning board of review.
8. The town council appoints one (1) alternate member to the board of assessment review.
9. The town council shall be empowered to establish a municipal land trust.
10. The Louttit Library board of directors shall appoint the members of the Louttit Library of West Greenwich.
11. There shall be such other subordinate officers and special police officers as determined by the town council upon the recommendation of the chief of police.
12. The town volunteer fire and rescue companies shall be autonomous, and are not departments of the town.
13. Town administrator acts as the emergency management director.
14. The board of engineers is comprised of six members: the chiefs of each of the four companies; the police chief; and one member appointed by the town council.
15. The town council appoints one (1) alternate member to the conservation commission.

WEST WARWICK

Form of Government: Council-Manager

Legislative Body: Town Council

1. Elected, 1 from each of the 5 wards
2. 5 Members
3. Two-year terms
4. Partisan (even year)

Chief Executive: Town Manager

1. Appointed by council
2. Indefinite term of office

Council Appoints:

1. Town Manager
2. Town Clerk
3. 3 Board of Canvassers
4. Director of Finance*
5. Tax Assessor*
6. Tax Collector*
7. 3 Board of Assessment Review
8. Director of Personnel*
9. Constables
10. Town Solicitor
11. Probate Judge
12. Police Chief*
13. Fire Chief *
14. Director of Public Works*
15. Town Planner*
16. 5 Planning Board
17. 7 Development Commission
18. Superintendent of Sewers*
19. Director of Building & Zoning*

Town Manager Appoints:

1. 5 Zoning Board of Review**

Council Appoints: (continued)

19. Director of Human Services*
20. Town Sergeant
21. Town Moderator
22. Fence Viewer
23. Sealer of Weights & Measures
24. Superintendent of Lights
25. Weigher of Coal
26. Safety Committee Chairperson
27. Tree Warden
28. Director of Civil Defense
29. Director of Recreation
30. 5 Pension Board
31. 5 Housing Authority
32. 9 Charter Review Commission

*Upon recommendation of town Manager

**With confirmation of council

Elected Officials:

1. 5 Town Council
2. 5 School Committee

Procedure for Adopting Town Budget:

1. All departments, officials and agencies submit estimates for expenditures to town manager.
2. Town manager prepares budget and submits it to the town council.
3. Town council must hold at least two public hearings on the budget.
4. Town council may revise the budget as submitted by town manager.
5. Town council explains and officially proposes budget at financial town meeting.
6. All-day referendum either approves or disapproves the budget.

2010 Census: 29,191

Year Charter was Adopted: 1986

WEST WARWICK (continued)

Additional Charter Provisions:

1. Tax assessor serves as an ex officio member of the board of assessment review.
2. There may be appointed a deputy town clerk.
3. Town solicitor may serve as acting judge of probate.
4. Town council may appoint assistant town solicitors.
5. In addition to the police chief, there shall be such positions as deemed appropriate, and other subordinate officers as shall from time to time be determined by the town council.
6. In addition to the fire chief, there shall be such officers and employees, and volunteer personnel as the council shall from time to time determine.
7. The director of public works appoints the heads of all divisions and offices within the department with the approval of the town manager.
8. The town council may appoint two (2) alternate members to the zoning board of review.
9. The town council serves as the sewer commission.
10. The school committee appoints the school superintendent.
11. The town council appoints the town's members to the board of the Kent County Water Authority.
12. The planning board appoints two (2) alternate members to the planning board.
13. The director of building and zoning serves on the technical review committee which advises the planning board.

WESTERLY

Form of Government: Council-Manager

Legislative Body: Town Council

Chief Executive: Town Manager

1. Elected, at large
2. 7 Members
3. Two-year terms
4. Partisan (even year)

1. Appointed by council
2. Indefinite term of office

Council Appoints:

Town Manager Appoints:

1. Town Manager
2. 5 Board of Finance
3. 3 Board of Canvassers
4. 3 Board of Assessment Review
5. Town Solicitor
6. Assistant Town Solicitors
7. Probate Judge
8. Town Sergeant
9. Auctioneers
10. Licensing Board
11. Municipal Court Judge
12. Architectural Review Board
13. Charter Review Commission

1. Town Clerk*
2. Deputy Town Clerk*
3. Director of Finance**
4. Tax Collector
5. Tax Assessor
6. Director of Public Safety**
7. Police Chief
8. Police Personnel
9. Police Constables
10. Director of Public Works**
11. Building Inspector
12. Sealer of Weights & Measures
13. Director of Public Welfare**
14. Harbor Master
15. Deputy Harbor Master

* With approval of council

** Manager may serve as

Elected Officials:

1. 7 Town Council
2. 7 School Committee

Procedure for Adopting Town Budget:

1. Manager obtains from the head of each town office, department or agency an estimate of its proposed expenditures and anticipated revenues.
2. Manager prepares budget and submits it to the board of finance.
3. Board of finance may revise any of the proposed budget items and must conduct one (1) public hearing on the tentative budget.
4. Board of finance transmits its recommendation to the town council.
5. Town council may revise the budget, in which case no less than two (2) public hearings shall be conducted.
6. The final budget as proposed by the town council may be amended by referendum.

2010 Census: 22,787

Year Charter was Adopted: 1968

WESTERLY (continued)

Additional Charter Provisions:

1. The director of finance serves as town treasurer and may serve as tax collector.
2. When someone other than the town manager is the director of public safety, the police chief is appointed by the director with the approval of the town manager.
3. The building inspector acts as the fence viewer.
4. The director of public works acts as or appoints the tree warden.
5. There shall be a planning board whose organization, powers and duties shall be defined by ordinance.
6. There shall be a zoning board of review whose organization, powers and duties shall be defined by ordinance.
7. The town council appoints two (2) auxiliary members to the board of canvassers.
8. The town solicitor shall serve as acting judge of probate.
9. The town clerk shall be the clerk of probate.
10. The chief financial officer of the school department shall be appointed by the superintendent of schools.

WOONSOCKET

Form of Government: Mayor-Council

Legislative Body: City Council

Chief Executive: Mayor

1. Elected, at large
2. 7 Members
3. Two-year terms
4. Nonpartisan (even year, November 2016)

1. Elected
2. Two-year term

Council Appoints:

1. 3 Board of Assessment Review
2. City Clerk
3. 5 Zoning Board of Review
4. Probate Judge
5. 5 Board of Library Trustees
6. 3 Board of Canvassers & Registration
7. Municipal Court Judge

Mayor Appoints:

1. Finance Director
2. 3 Personnel Board*
3. City Solicitor*
4. Director of Public Works
5. Director of Public Safety
6. Director of Human Services
7. 4 Planning Board
8. Director of Planning & Development
9. Charter Review Commission
10. 5 Investment Board
11. 5 School Committee*
12. School Committee Nominating Committee

*With council approval

Elected Officials:

1. Mayor
2. 7 City Council

Procedure for Adopting City Budget:

1. The finance department obtains from each department, office and agency detailed estimates of revenues and expenditures. The estimates may be revised by the finance department and the mayor.
2. The finance department assists the mayor in compiling the budget.
3. The mayor prepares and recommends to the city council an annual budget.
4. The city council holds a public hearing on the budget.
5. The city council may increase or decrease the budget as presented by the mayor.
6. The city council adopts the budget.
7. The mayor may veto any change in the budget made by the city council.
8. The city council, by an affirmative vote of at least five (5) of its members, may override the mayor's veto.

2010 Census: 41,186

Year Charter was Adopted: 1952

WOONSOCKET (continued)

Additional Charter Provisions:

1. The director of finance appoints the city treasurer, tax assessor, purchasing agent, and personnel director.
2. The city treasurer serves as tax collector.
3. The planning board appoints the city planner.
4. The director of public works appoints the superintendent of parks and recreation and division engineer.
5. The city engineer is an ex officio member of the planning board.
6. The school committee appoints the superintendent of schools.
7. The mayor makes all appointments to advisory boards.
8. The director of public safety appoints the police chief and the fire chief.
9. The director of planning and development appoints building, plumbing and electrical inspectors.
10. The mayor shall appoint all heads of departments, except as otherwise provided by charter.
11. The mayor shall appoint one auxiliary member to the zoning board of review.
12. The probate judge shall perform the duties of the municipal court judge in the absence of the municipal court judge.
13. The city clerk or the city clerk's designee shall assume all the duties of the clerk of the municipal court.

APPENDIX A

Charter Provisions: Selected Subjects

Budget Procedure Dates

Charter Review Provisions

Competitive Bidding

Fiscal Years

Initiative and Referendum

Qualifications for Municipal Officials

Recall Provisions

Residency Requirements

Vacancies on Town and City Councils

BUDGET PROCEDURE DATES

<u>TOWN/ CITY</u>	<u>BUDGET APPROVAL AUTHORITY</u>	<u>LOCAL COUNCIL RECEIVES BUDGET</u>	<u>FINAL BUDGET ADOPTION DATE</u>
Barrington	Financial Town Meeting	2 nd Monday – March	4 th Wednesday - May
Bristol	Town Council	3 rd Monday – March	@ May 22**
Burrillville	Town Council	1 st Monday - May	June 15 **
Central Falls	City Council	May 15	June 25
Charlestown	All-day Referendum	Last week – January*	1 st Monday - June
Coventry	Financial Town Meeting	Date fixed by council	Prior to July 1**
Cranston	City Council	April 1	May 15
Cumberland	Town Council	2 nd Monday – May	2 nd Monday - June**
East Greenwich	Financial Town Meeting	No specific date	2 nd Tuesday - June
East Providence	City Council	September 15	October 24
Exeter	Financial Town Meeting	March 1	2 nd Tuesday - June
Foster	Financial Town Meeting	March 1	1 st Tuesday - May
Glocester	Financial Town Meeting	3 rd Thursday - March	First week - May
Hopkinton	Financial Referendum	No specific date	2 nd Tuesday - June
Jamestown	Financial Town Meeting	90 days prior to FTM	Prior to July 1
Johnston	Town Council	April 1	May 1
Lincoln	Financial Town Meeting	February 15*	2 nd Monday - May
Little Compton	Financial Town Meeting	March 1 *	Third week - May
Middletown	Town Council	April 1	Prior to July 1
Narragansett	Town Council	May 15	Prior to July 1
New Shoreham	Financial Town Meeting	3 rd Monday - March	1 st Monday - May
Newport	City Council	February 1	Prior to July 1
North Kingstown	Town Council	@ March 15	1 st Wednesday - May**
North Providence	Town Council	April 1	@ 1st week - June
North Smithfield	Town Council	2 nd Monday - April	June 30**
Pawtucket	City Council	May 15	June 5
Portsmouth	Town Council	April 2	2 nd Monday – June **
Providence	City Council	May 1	Prior to July 1
Richmond	Financial Town Meeting	Last Business Day - March	2 nd Monday - June
Smithfield	Financial Town Meeting	2 nd Thursday - April	2 nd Thursday - June
South Kingstown	Town Council	March 1	May 1**
Tiverton	Financial Town Referendum	@ March 15*	3 rd Tuesday - May
Warren	Financial Town Meeting	2 nd Monday - February	3 rd Monday - May**
Warwick	City Council	May 15	June 8
West Greenwich	Financial Town Meeting	February 15	3 rd Monday - June
West Warwick	All-day Referendum	3 rd Monday – March	3 rd Thursday - May
Westerly	Town Council	1 st Monday – April	4 th Wednesday - April**
Woonsocket	City Council	May 11	Prior to July 1

@ = approximately

* = Budget Board or Commission receives budget

** = Final Budget is subject to a Citizen Petition/Referendum

CHARTER REVIEW PROVISIONS

TOWN/CITY	PROVISION	SECTION
Barrington	Yes – within 10 years, Council performs charter review	17-2-2
Bristol	Yes – within 10 years	1305
Burrillville	Yes – within 5 years	18.13
Central Falls	No	
Charlestown	No	
Coventry	Yes – within 5 years	15.20
Cranston	Yes – every 10 th year	15.10
Cumberland	Yes – within 10 years	1705
East Greenwich	No	
East Providence	No	
Exeter	Yes – within 10 years	904
Foster	Yes – within 5 years	14.04
Glocester	Yes – within 5 years	Art. XIV, Sec. 11
Hopkinton	Yes – within 5 years	1210D
Jamestown	Yes – within 6 years	1201
Johnston	No	
Lincoln	Yes – within 5 years, Council performs charter review	17-18
Little Compton	Yes – every 4 th year	1004
Middletown	Yes – within 10 years	1201
Narragansett	No	
New Shoreham	Yes – within 10 years	1105
Newport	Yes – within 10 years	10-10
North Kingstown	Yes – every 6 th year	1305
North Providence	No	
North Smithfield	No	
Pawtucket	Yes – every 4 th year	10-104
Portsmouth	Yes – at 8 year intervals	103
Providence	Yes – every 10 th year	1302
Richmond	Yes – within 7 years	Art. 8, Sec. 3
Smithfield	Yes – every 5 th year	11.02
South Kingstown	No	
Tiverton	Yes – within 6 years	1205a
Warren	Yes – within 6 years	18.06
Warwick	No	
West Greenwich	Yes – within 6 years	1004c
West Warwick	Yes – every 10 th year	2205b
Westerly	Yes – within 7 years	15-1-1
Woonsocket	Yes – within 10 years	Ch. I, Sec. 11

COMPETITIVE BIDDING

TOWN/CITY	PROVISION	SECTION
Barrington	charter refers to minimum set by state law competitive bidding – in excess of \$5,000 (\$10,000 for construction)	16-2-9
Bristol	3 or more verbal quotes - \$1,001 to \$5,000 competitive bidding – in excess of \$5,000	705
Burrillville	charter cites GL 45-55 – ‘Award of Municipal Contracts’ competitive bidding – in excess of \$5,000 (\$10,000 for construction)	8.15
Central Falls	competitive bidding – as required by the State Municipal Purchasing Act	4-902
Charlestown	3 written quotes - \$3,000 to \$5,000 (\$10,000 for construction) competitive bidding – in excess of \$5,000 (\$10,000 for construction)	C-103
Coventry	competitive bidding – in excess of \$5,000	10.23
Cranston	3 or more competitive bids – less than \$1,000 full competitive bidding - \$1,000 or more	7.09
Cumberland	3 quotes - \$1,000 to \$5,000 \$1,000 to \$7,500 (construction) competitive bidding – in excess of \$5,000 (\$7,500 for construction)	906
East Greenwich	competitive bidding – with no specific limits provided (under provisions of state law or as council prescribes by ordinance)	1450
East Providence	competitive bidding – in excess of \$500	4-16
Exeter	3 or more telephonic bids - \$1,001 to \$5,000 competitive bidding – in excess of \$5,000	505
Foster	competitive bidding - \$5,000 or more	14.02
Glocester	competitive bidding – with no specific limits provided (council prescribes by ordinance)	Art. VII, Sec. 5
Hopkinton	competitive bidding – in excess of \$5,000 (council prescribes by ordinance)	1450 4040Q
Jamestown	no applicable provision in charter	
Johnston	telephonic bids – in excess of \$400 to minimum set dollar amount competitive bidding – in excess of minimum dollar amount (.01% of total appropriation for fiscal year)	9-6
Lincoln	competitive bidding – with no specific limits provided (as defined by state law or as council prescribes by ordinance)	7-6
Little Compton	competitive bidding – in excess of \$5,000	506
Middletown	contracts awarded in accordance with the laws and Constitution of the state, and as established by town ordinance	207 (p)
Narragansett	charter refers to minimum set by state law competitive bidding-in excess of \$5,000(\$10,000 for construction)	6-5-3

COMPETITIVE BIDDING ... (CONTINUED)

TOWN/CITY	PROVISION	SECTION
New Shoreham	competitive bidding – with no specific limits provided (town manager prepares rules and regulations)	604
Newport	charter refers to following the competitive bidding requirements of the R.I. General Laws – in excess of \$5,000 (\$10,000 for construction)	9-23
North Kingstown	competitive bidding – with no specific limits provided (council prescribes by ordinance)	1014
North Providence	3 or more quotes - \$1,500 to \$5,000 \$1,500 to \$10,000 (construction) competitive bidding – in excess of \$5,000 (\$10,000 for construction)	20-2-1
North Smithfield	3 firm quotes - \$100 to \$1,000 competitive bidding – in excess of \$1,000 as provided by state law (public works excepted)	Art. VII, Sec. 3
Pawtucket	3 or more bids (telephonic) - \$2,000 or less less formal bidding process - \$2,000 to \$5,000 competitive bidding – in excess of \$5,000 (\$10,000 for construction)	4-1003
Portsmouth	competitive bidding – with no specific limits provided (council prescribes by ordinance)	910
Providence	3 or more competitive bids - \$500 to \$5,000 full competitive bidding – in excess of \$5,000	1006, 1007
Smithfield	competitive bidding – with no specific limits provided (set at financial town meeting and in compliance with state law)	5.18
South Kingstown	competitive bidding – with no specific limits provided (council prescribes by ordinance)	4214
Tiverton	no applicable provision in charter	
Warren	competitive bidding – in excess of \$5,000	4.06
Warwick	competitive bidding – in excess of \$1,000	6-12
West Greenwich	3 or more telephonic bids - \$1,000 to \$5,000 competitive bidding – in excess of \$5,000 (\$10,000 for construction)	505
West Warwick	telephonic bids – in excess of \$400 to minimum set dollar amount competitive bidding – in excess of minimum dollar amount (.01% of total appropriation for fiscal year)	706
Westerly	competitive bidding – with no specific limits provided (council prescribes by ordinance)	15-1-8
Woonsocket	3 or more written bids - \$2,000 to \$5,000 competitive bidding – in excess of \$5,000	Ch. VIII, Secs. 5, 6

TOWN & CITY FISCAL YEARS (Municipal Charter Provisions)			
City/Town	Charter Section	Specific Charter Language	Provision for Changing FY
Barrington	6-4-1	The fiscal year shall begin on the first day of July and shall end on the thirtieth (30 th) day of June each year. Such fiscal year shall also constitute the budget and accounting year. As used in this charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	None
Bristol	401	The fiscal year of the town shall begin on the first day of July of each year.	None
Burrillville	10.01	The fiscal year of the Town shall begin on the first day of July and end on the last day of June in the following year. As used in this Chapter, the term “budget Year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered. The fiscal year shall also be the budget year and accounting year.	None
Central Falls	2-300	The fiscal year of the city shall be the twelve months commencing each July 1, unless changed by ordinance.	Yes
Charlestown	C - 71	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June next ensuing. The fiscal year shall also constitute the budget and accounting year.	None
Coventry	8.01	The fiscal year of the town shall begin on the first day of July and end on the last day of the following June.	None
Cranston	6.01	The fiscal year of the city shall begin on the first day of July and end on the thirtieth day of June.	None

Cumberland	801	The fiscal year of the Town shall begin on July 1 st of each year, and end on June 30 th of the following year.	None
East Greenwich	C – 24	The fiscal year of the Town Government shall begin on the first day of July and shall end on the last day of June of the next year. The fiscal year shall also constitute the budget and accounting year.	None
East Providence	5.1	The fiscal year of the city government shall begin on the first day of November and shall end on the last day of October of each calendar year unless a uniform fiscal year for all cities and towns shall be established by state law. <u>Such fiscal year may be changed by ordinance so long as any such change remains in compliance with state law.</u> Such fiscal year shall also constitute the budget and accounting year. As used in this charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	Yes
Exeter	501	The fiscal year of the town shall begin on the first day of July of each calendar year and end on the last day of the following June, <u>provided, however, that the Financial Town Meeting, upon recommendation of the Town Council, may change the dates of the fiscal year.</u>	Yes
Foster	10.01	The fiscal year of the Town shall begin on the first day of July and end on the last day of the following June.	None
Glocester	C 8-1	The fiscal year of the Town shall begin on the first day of July and end on the last day of the following June. The fiscal year shall also constitute the budget and account year.	None

Hopkinton	1410	The fiscal year of the Town government shall begin on the first day of July and shall end on the last day of June of the next year. The fiscal year shall also constitute the budget and accounting year.	None
Jamestown	None	No Charter or Ordinance Reference	NA
Johnston	8 - 1	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June of the following calendar year <u>unless a uniform fiscal year different from this for all cities and towns shall be established by state law.</u> Such fiscal year shall also be the budget and accounting year. As used in this Charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	Yes
Lincoln	C4 -1	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June of each calendar year <u>unless a uniform fiscal year for all cities and towns shall be established by state law.</u> Such fiscal year shall also be the budget and accounting year. As used in this Charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	Yes
Little Compton	501	The fiscal year of the Town shall begin on the first day of July and end on the last day of the following June, <u>provided however, that the Financial Town Meeting, upon recommendation of the Town Council, may change the dates of the fiscal year.</u>	Yes

Middletown	208	The council shall take final action on the consolidated budget following the second hearing before the start of the next fiscal year, which shall begin the first day of each July <u>unless and until changed by ordinance.</u>	Yes
Narragansett	6-2-1	The fiscal year shall begin on the first day of July and shall end on the thirtieth day of June each year <u>unless otherwise provided by ordinance.</u> Such fiscal year shall also constitute the budget and the accounting year.	Yes
New Shoreham	605	The fiscal year of the Town of New Shoreham shall begin on the first day of July of each year.	None
Newport	9 – 1	<u>The Council shall provide by ordinance for the fiscal year of the City.</u>	Yes
North Kingstown	1001	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June of each calendar year. Such fiscal year shall also constitute the budget and accounting year. As used in this charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	None
North Providence	5–1-1	The fiscal year shall commence on the first day of July and end on the thirtieth day of June for budgetary and accounting purposes.	None

North Smithfield	Art.III-Sec 1	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June of each calendar year <u>unless a uniform fiscal year for all cities and towns shall be established by state law.</u> Such fiscal year shall also be the budget and accounting year. As used in this charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	Yes
Pawtucket	2-300	<u>Unless otherwise fixed by the council,</u> the fiscal year of the city shall be the twelve months commencing each July 1.	Yes
Portsmouth	None	No Charter or Ordinance Reference	NA
Providence	801	<u>The fiscal year of the city shall be established by ordinance.</u> Such fiscal year shall constitute the budget and accounting year.	Yes
Richmond	Art.6 – Sec. 1E	The fiscal year of the town shall begin on the first day of July and shall end on the last day of the following June.	None
Scituate	No Charter	No Ordinance Reference Either	NA
Smithfield	C-5.01	The fiscal year of the Town shall begin on the first (1 st) day of July and end on the last day of June.	Yes
South Kingstown	4211	The fiscal year of the town government shall begin on the first day of July and shall end on the last day of June next ensuing. The fiscal year shall also constitute the budget and accounting year.	None
Tiverton	1962 Public Laws: Chapter 220	The new fiscal year shall begin on the 1 st day of July, and thereafter annual fiscal years shall begin, respectively, on the 1 st day of July and end on the 30 th day of June of the succeeding year.	NA

Warren	15.02	The fiscal year of the Town of Warren’s government shall begin on the first day of July and shall end on the last day of June of each calendar year. Such fiscal year shall also constitute the budget and accounting year.	None
Warwick	Ordinance Sec.2-8	The fiscal year of the city government shall begin on July 1 of each calendar year and end on June 30 in the succeeding calendar year.	None
West Greenwich	Article V Section 501	The fiscal year of the Town shall begin on the first day of July and end on the last day of the following June; <u>provided however, that the electors at the Financial Town Meeting, upon recommendation of the Town Council may change the dates of the fiscal year.</u>	Yes
West Warwick	501	The fiscal year of the town shall begin on July 1 st of each year, and end on June 30 th of the following year.	None
Westerly	3-1-1	The fiscal year of the Town shall begin on the first day of July and shall end on the last day of June each year. Such fiscal year shall also constitute the budget year and accounting year. As used in this Charter, the term “budget year” shall mean the fiscal year for which any particular budget is adopted and in which it is administered.	None
Woonsocket	Article 1 Section 1	The fiscal year of the city shall begin on the first day of July and shall end on the last day of June of the following year.	None

INITIATIVE AND REFERENDUM

<u>CITY/TOWN</u>	<u>COMMENCE</u>	<u>NUMBER OF SIGNATURES</u>	<u>CHARTER SECTION</u>
BARRINGTON	Any 5 qualified voters	20% of total number of qualified voters	Sec. 16-2-10 Initiative and Referendum
BRISTOL	150 qualified electors may petition council to enact ordinance	If council fails to act, petition of 1,000 qualified electors can force vote by electors Petition of 1,000 qualified electors can force a referendum vote on ordinance enacted by town council	Sec. 503 Initiative Sec. 504 Referendum
CRANSTON	20% of qualified electors may petition council to enact ordinance	If council fails to act, petition of an additional 5% of qualified electors can force a vote	Sec. 3.23 Voter Initiative
CUMBERLAND		4% of the electors may petition council to hold a referendum on proposed ordinance	Sec. 1711 Participation by the Voters
EAST GREENWICH	Any 5 qualified electors	5% of the total number of electors to propose ordinance; if council fails to act, petition of 10% of electors can force vote by electors	Sec. 3400 Initiative and Referendum
EXETER	Any 5 qualified electors	10% of the total number of electors	Sec. 203 Initiative and Referendum

<u>CITY/TOWN</u>	<u>COMMENCE</u>	<u>NUMBER OF SIGNATURES</u>	<u>CHARTER SECTION</u>
GLOCESTER	Any 5 qualified electors	10% of the number of qualified electors registered to vote; if council fails to adopt, it must be submitted to voters	Article XIV Section 15 Initiative and Referendum
HOPKINTON	Any 5 qualified electors	5% of the total number of electors; if council fails to act, 10% of total number of electors requires submission to registered electors	Sec. 3400 Initiative and Referendum
JAMESTOWN		10% of the number of persons registered to vote	Sec. 219 Initiative Procedure
		If council provides in an ordinance that it be submitted to the electors for approval or rejection	Sec. 220 Referendum Procedure
LITTLE COMPTON	Any 5 qualified electors	10% of the electors registered to vote	Sec. 203 Initiative and Referendum
MIDDLETOWN		10% of the number of persons registered to vote	Sec. 402 Initiative Procedure
		If council provides that an ordinance be submitted to the electors for approval or rejection	Sec. 403 Referendum Procedure
NARRAGANSETT		12% of the number of voters in the last regularly scheduled general election, but not less than 750	Sec. 1-4-2 Initiative Petition
		If council fails to act upon, rejects, or passes in altered form the initiated petition, it is submitted to voters	Sec. 1-4-5 Referendum Ballot

CITY/TOWN	COMMENCE	NUMBER OF SIGNATURES	CHARTER SECTION
NEWPORT		10% of the number of persons registered to vote at the last regular municipal election	Sec. 2-13 Power of Initiative
		<i>same as above</i>	Sec. 2-14 Power of Referendum
NORTH KINGSTOWN		10% of the number of persons registered to vote at the last regular town election	Sec. 1402 Initiative Procedure
		If the council provides in an ordinance it enacts that the ordinance be submitted to the electors for approval or rejection	Sec. 1403 Referendum
NORTH SMITHFIELD	500 qualified electors may petition council to enact an ordinance	If council fails to enact proposed ordinance, a petition by an additional 5% of the qualified electors can force a vote at next general election	Article XVI Section 17 Right to Enact Ordinances
PAWTUCKET		10% of the number of registered electors, with at least 5% of the electors from each of the 6 wards of the city	Article VI Chapter 2 Initiative
PORTSMOUTH		20% of the number of persons registered to vote can petition council to consider ordinance; if council fails to enact, ordinance must be submitted to voters	Sec. 911 Voters Initiative

<u>CITY/TOWN</u>	<u>COMMENCE</u>	<u>NUMBER OF SIGNATURES</u>	<u>CHARTER SECTION</u>
PROVIDENCE		1,000 qualified electors can petition city council to consider ordinance; if council fails to enact, petition by an additional 5% of qualified electors will require ordinance be submitted to voters	Sec. 209 The Initiative
RICHMOND		10% of the number of votes cast in most recent general election; if council fails to enact, a referendum must be placed on ballot within 60 days of notice of public hearing	Article 3 Section 8 Voter Initiative and Referendum
SMITHFIELD	Any 5 qualified voters	10% of the total number of registered voters at last regular election; if the council fails to enact, it must submit the the proposed ordinance to the voters of the town	Article VIII Sec. 8.01 to Sec. 8.07 Initiative and Referendum
WARREN	Any 5 qualified electors	10%, but not less than 500, of total number of electors registered at most recent general election. If council fails to adopt, it must be submitted to the voters of the town	Sec. 2.02 Initiative and Referendum
WEST GREENWICH	Any 5 electors	15% of the electors registered to vote; if council fails to enact, council shall cause proposed ordinance to be placed before the electors	Sec. 204 Initiative and Referendum

Qualifications for Municipal Officials*

City/Town	Chief Executives	Finance Dir./Treasurer	Public Works Director	Police Chief	Fire Chief	Tax Assessor	Town Clerk	Engineer	Personnel Director	Building Inspector	Planner	Recreation Dir.	Tax Collector	Probate Judge	Solicitor
Barrington	x	x		x	x										
Bristol		x	x	x	x	x						x			
Burrillville	x	x		x		x				x				x	x
Central Falls		x				x								x	x
Charlestown	x	x				x				x	x			x	x
Coventry	x	x	x								x				
Cranston		x	x							x					
Cumberland		x	x	x		x						x			
East Greenwich	x														
East Providence	x	x	x	x	x										
Exeter															
Foster														x	
Glocester		x		x		x								x	x
Hopkinton	x			x										x	x
Jamestown	x	x		x				x							
Johnston		x		x	x									x	x
Lincoln		x	x	x											x
Little Compton			x	x	x									x	x
Middletown	x	x		x	x			x							
Narragansett	x	x	x	x	x	x		x		x				x	x
New Shoreham	x	x	x	x											
Newport	x			x	x										
North Kingstown	x	x													
North Providence		x	x	x						x				x	x
North Smithfield		x	x	x		x									x
Pawtucket		x						x						x	x
Portsmouth	x			x	x			x							
Providence		x	x			x		x	x	x	x	x			x
Richmond	x			x										x	x
Scituate															
Smithfield	x	x	x	x	x									x	
South Kingstown	x	x		x										x	x
Tiverton	x		x	x	x	x									
Warren	x	x	x	x	x	x	x			x	x			x	x
Warwick		x									x				x
West Greenwich	x		x	x										x	x
West Warwick	x	x	x	x	x	x	x		x	x	x		x	x	x
Westerly	x	x	x	x											
Woonsocket		x				x					x			x	x

*It should be noted that these are the education and/or experience requirements as stipulated in the local charter. Such qualifications may also be found in municipal ordinances and in local personnel rules and regulations. (web 12/10)

CHIEF EXECUTIVE OFFICER (APPOINTED)

GENERAL

The following communities require solely executive and administrative qualifications:

Jamestown; **Richmond; Smithfield; South Kingstown; *West Greenwich; Westerly.

* Also on the basis of character

** Also on the basis of educational qualifications

The following communities require executive and administrative qualifications as well as a special reference to actual experience in, or knowledge of, accepted practice in respect to the duties of the office:

***Barrington; **Charlestown; East Greenwich; Middletown;**

***** Narragansett; Newport; North Kingstown.**

* Also on the basis of character

** Adds with special reference to academic experience in accepted practices

*** Adds education

SPECIFIC

Burrillville: Bachelor's degree from four year college, and three (3) years administrative experience in city/town government;

Coventry: Master's degree in public administration, business administration or related master's degree from an accredited college or university, with at least five (5) years actual experience as a city, town or county government manager or assistant manager;

East Providence: College graduate with master's degree in business administration or public administration, and three (3) years experience at management level;

Hopkinton: Bachelor's degree or master's degree in public administration or related field, and three (3) years experience as city or town manager or assistant manager; or five (5) years successful managerial experience.

New Shoreham: Bachelor's degree from an accredited college or equivalent experience;

Portsmouth: 1) Bachelor's degree and one (1) year administrative experience; or
2) Two (2) years college and three (3) years administrative experience; or
3) Five (5) years administrative experience;

Tiverton: Bachelor's degree and five (5) years administrative experience; or

Warren: Bachelor's degree or master's degree in public administration or related field, and three (3) years experience as city or town manager or assistant manager; or five (5) years successful managerial experience;

West Warwick: Master's degree in business administration or public administration, and three (3) years experience as city/town manager; or comparable education and experience.

FINANCE DIRECTOR/TREASURER

GENERAL

The following communities require knowledge of municipal accounting and taxation, and experience in budgeting and financial control:

Barrington; *Bristol; Burrillville; **Charlestown; Coventry; Cranston; Cumberland; East Providence; Gloucester; Jamestown; Johnston; *Lincoln; ****Narragansett; New Shoreham; North Kingstown; North Smithfield; Providence; South Kingstown; Warren; Warwick; Westerly; Woonsocket.**

* Also requires professional training

** Also requires experience in computer based accounting systems

*** Also requires professional, municipal or corporate experience

**** Requires solely education and experience

North Providence: Experience as an accountant, or as a controller or manager of a commercial or industrial establishment or has been employed in the field of public or private finance.

SPECIFIC

Burrillville: Bachelor's degree from a four year college;

Central Falls: Five (5) years experience as executive or controller of a business, or in public finance;

Coventry: Bachelor of Arts or Bachelor of Science degree in a financial area of study;

Cumberland: Bachelor's degree in the area of finance;

Middletown: Ten (10) years financial management experience in the public or private sectors;

North Smithfield: Bachelor's or advanced degree in accounting, finance or business management from a four (4) year college or university, and qualified to prepare financial statements;

Pawtucket: Five (5) years experience as executive or controller of a business, or in public finance;

Providence: College graduate (both for finance director and treasurer), and five (5) years experience in fiscal management or equivalent training and experience (treasurer);

Smithfield: Five (5) years supervisory experience in business or public finance or equivalent;

FINANCE DIRECTOR/TREASURER (CONT.)

Warren: Bachelor's degree from a four year college;

West Warwick: Bachelor's degree from an accredited college in accounting, finance, business administration, or economics, and three (3) years experience as a comptroller, controller, accountant, auditor or a position involving similar responsibilities.

DIRECTOR OF PUBLIC WORKS

GENERAL

The following communities require administrative or management experience:

Little Compton; *West Greenwich.

- * Experience must be in public works, highway maintenance or construction

The following communities require qualification by education, training and/or experience:

Narragansett; *New Shoreham; North Smithfield; **Tiverton.

- * Specifies in public works, highway maintenance or construction
- ** Specifies in public works, highway maintenance or construction

SPECIFIC

- Bristol:** Upon recommendation of town administrator, council may prescribe requirement of graduate civil engineer or equivalent training;
- Coventry:** Five (5) years experience in municipal engineering;
- Cranston:** Licensed engineer with five (5) years experience in highway or public works administration;
- Cumberland:** Licensed engineer and public works experience;
- East Providence:** Engineering degree from an approved college and three (3) years experience in engineering;
- Lincoln:** Three (3) years experience in municipal administration;
- New Shoreham:** Preference to a bachelor's degree from an accredited college;
- North Providence:** Two (2) years supervisory experience in construction of highways or buildings, in the field of public works administration; or otherwise qualified;
- Providence:** Engineering degree and five (5) years experience in supervision of public works or building construction; or equivalent training or experience;
- Smithfield:** Five (5) years supervisory and administrative experience in private industry or public agencies, engineering or construction; or equivalent experience;

DIRECTOR OF PUBLIC WORKS (CONT.)

- Tiverton:** Preference to a bachelor's degree from an accredited college;
- Warren:** Bachelor of Science in civil engineering or three (3) years public works supervisory experience;
- West Warwick:** Bachelor's degree from a recognized college in engineering, business or public administration, and three (3) years experience in public works field in private industry or public agencies;
- Westerly:** Civil engineering degree from an accredited engineering college.

POLICE CHIEF

GENERAL

- Barrington:** Police officer with town manager to determine experience required;
- East Providence:** An adequate knowledge of the organization and administration of a police department and several years experience in management and direction of police personnel.

SPECIFIC

The following communities require three (3) years experience above the rank of patrolman:

- *Johnston; Little Compton; New Shoreham;**
- **North Providence; North Smithfield; Westerly.**

- * Or can be a member of a law enforcement agency

- ** Also requires an examination

The following communities require five (5) years experience above the rank of patrolman:

Burrillville; **Cumberland; Gloucester; ***Hopkinton; Jamestown; Narragansett; Portsmouth; *SoKingstown; *****Warren.**

- * Also requires experience in the organization, administration, management and direction of law enforcement personnel

- ** Also requires a bachelor's degree (effective Jan. 1, 2007)

- *** Also requires a bachelor's degree in law enforcement and expertise in management of police personnel

- **** Or ten (10) years a member of a law enforcement agency

- ***** Also requires a bachelor's degree in criminal justice or law enforcement

OTHERS

- Bristol:** Bachelor's degree in law enforcement or related field with ten (10) years experience, five (5) years of which are above rank of patrolman in any organized police department;

POLICE CHIEF (CONT.)

- Lincoln:** Ten (10) years experience, five (5) years of which are in a supervisory capacity, and a rank of sergeant or above, and a bachelor's degree in criminal justice, public administration, or related field;
- Middletown:** Ten (10) years experience above rank of patrolman in any organized police department or equivalent law enforcement agency;
- Newport:** Five (5) years of continuous service;
- Richmond:** Five (5) years of supervisory or administrative experience in law enforcement;
- Smithfield:** Five (5) years supervisory experience in law enforcement or equivalent;
- Tiverton:** Five (5) years in rank of lieutenant or higher with command experience, and a bachelor's degree in criminal justice;
- West Greenwich:** Five (5) years experience above rank of corporal, and ten (10) years total experience in an organized police department;
- West Warwick:** Bachelor's degree in law enforcement or business management, and three (3) years experience as a supervisor in law enforcement.

FIRE CHIEF

GENERAL

Barrington: Practical experience in the fields of fire fighting and fire prevention, and received such training in a recognized fire fighting school; or such practical experience which is equivalent thereto.

The following communities require an adequate knowledge of the organization and administration of a permanent fire department, and several years experience in the management and direction of fire department personnel:

East Providence; Johnston; Narragansett.

SPECIFIC

Three (3) Years Experience

Little Compton: Three (3) years experience above the rank of firefighter;

West Warwick: College graduate with a bachelor's degree in fire sciences, public administration, or business management, and three (3) years experience in a supervisory capacity in a fire department.

Five (5) Years Experience

Narragansett: Five (5) years experience above rank of private;

Newport: Five (5) years of continuous service;

Portsmouth: Fireman with five (5) years experience in fire fighting and fire prevention;

Smithfield: Five (5) years supervisory experience in fire fighting and fire prevention, or substantially equivalent experience;

Seven (7) Years Experience

Warren: Member of Warren fire dept. with seven (7) years experience as line officer; must hold current certification status as EMT; current certification as NFPA 101 holder or acquire within one year of appointment; hold an associate degree in fire sciences or a related field.

Ten (10) Years Experience

Bristol:

- 1) Eight (8) years as member of Bristol Fire Department; and
- 2) Ten (10) years combined experience in firefighting, fire prevention, and emergency medical services; and
- 3) Five (5) years at the company officer level or above in organized fire department.

FIRE CHIEF (CONT.)

Middletown: Ten (10) years experience in fire fighting and fire prevention.

Tiverton:

- 1) Ten (10) years experience with progressively greater responsibility; and
- 2) Associates degree in fire sciences, public administration or related field; and
- 3) Five (5) years experience in command position and two (2) years of administrative experience; and
- 4) Be a qualified emergency medical technician.

TAX ASSESSOR

GENERAL

The following communities require knowledge and experience in the appraisal of real and personal property:

**Bristol; Central Falls; *Charlestown; Gloucester; **Narragansett;
North Smithfield; Woonsocket.**

* Also requires possession of skills in computer based data processing systems used in tax assessment

** Requires solely education and experience

SPECIFIC

Burrillville: Hold a certificate of residential appraisal or its equivalent, or must acquire within one year of appointment;

Cumberland: Hold a certificate from the Rhode Island Association of Assessing Officers, or acquire within three years of appointment;

Gloucester: Hold a certificate of residential appraisal or its equivalent, or must acquire within one year of appointment;

Providence: College graduate with five (5) years experience in real estate appraisal of commercial and residential property; or equivalent training or experience;

Tiverton: Minimum qualifications of state certification as assessor;

Warren: Hold a certificate from the Rhode Island Association of Assessing Officers or its equivalent, or acquire within three years of appointment;

West Warwick: Degree from an accredited college with courses in business management or equivalent, and hold a Rhode Island real estate broker's license with three (3) years experience as a broker.

MISCELLANEOUS POSITIONS

BUILDING INSPECTOR

- Charlestown:** Working knowledge of all aspects of construction of commercial and residential buildings, participated in construction for five (5) years, and certified by the state for building inspection;
- Cranston:** Trained and experienced as an architect, builder or engineer in the field of building construction;
- Narragansett:** Five (5) years in the construction field with working knowledge of construction of commercial and residential buildings;
- North Providence:** Must be an architect and licensed civil engineer or have five (5) years experience in the general contracting of building construction;
- Providence:** Registered professional engineer or registered architect, or has had twelve (12) years as a general building contractor and/or supervisor of building construction with five (5) years in responsible charge of important building work; or equivalent training or experience;
- Warren:** Certified by the Building Commissioner via the Building Code Standards Committee.
- West Warwick:** Certified building official pursuant to the laws of the State of Rhode Island.

BUSINESS MANAGER

- Little Compton:** Academic training in management and administration and/or five (5) years management experience, preferably in local or state government, with expert knowledge and/or experience in personnel administration, labor negotiation, budgeting, financial administration, accounting, land use planning, public works or municipal law.

INTERNAL AUDITOR

- Cranston, Providence:** Both communities require a certified public accountant with five (5) years experience in finance and operational auditing; or equivalent training and experience.

TOWN CLERK

- Warren:** High school diploma, with a business school diploma or an associates degree in a business related field desirable, and five (5) years experience in office management or as an administrative assistant or executive secretary;
- West Warwick:** Possess qualifications consistent with the objectives of the Town Clerk's Association, and three (3) years experience in a supervisory capacity.

CITY/TOWN ENGINEER

- Jamestown:** Registered professional engineer licensed to practice in Rhode Island;
- Middletown:** Civil engineer;
- Narragansett:** Professional engineer licensed in Rhode Island and qualified by education and/or experience;
- Pawtucket:** Civil engineer with five (5) years practical experience;
- Portsmouth:** Registered professional engineer licensed to practice in Rhode Island;
- Providence:** Professional engineer with five (5) years of service.

DEPUTY / ASSISTANT FIRE CHIEF

- Warren:** Member of Warren fire department for a minimum of ten (10) years; held the rank of lieutenant or higher for four (4) years; and meets training requirements of fire department.

DIRECTOR OF HUMAN SERVICES

- Coventry:** Master's degree in an area of human services from an accredited college or university, and five (5) years of demonstrated experience in supervising professionals and para-professionals, managing social programs and services, and administering budgets and grants.

PERSONNEL DIRECTOR

Providence: Bachelor's degree from an accredited college, and five (5) years experience in personnel management of an employment system; or an equivalent combination of training and supervisory experience;

West Warwick: Bachelor's degree from an accredited college in personnel management, labor relations or business administration, and three (3) years experience in personnel management.

CITY/TOWN PLANNER

Burrillville: Degree in planning or related field or equivalent experience; and experience in local planning and zoning, or knowledge of generally accepted planning principles;

Charlestown: Qualifications and broad experience in community planning;

Coventry: Possess knowledge of planning, zoning, subdivision regulations and other allied programs and projects;

Providence: Ten (10) years experience in professional city planning and urban development, with five (5) years of supervisory and administrative experience; or an equivalent combination of professional training and supervisory experience in city planning or related fields;

Warren: Master's degree in urban planning and two (2) years of professional planning experience; or a bachelor's degree in urban planning and four (4) years of professional planning experience;

Warwick: Training and experience in city planning;

West Warwick: Graduate from a recognized college with a master's degree in urban planning, and three (3) years experience as city/town planner;

Woonsocket: Four (4) years experience in city or regional planning or urban renewal, with one (1) year in a responsible planning position.

DIRECTOR OF PUBLIC HEALTH

- Charlestown:** Physician;
- Johnston:** Licensed physician;
- Lincoln:** Licensed physician, and appointment approved by state director of public health;
- North Kingstown:** Physician admitted to practice medicine in Rhode Island;
- Pawtucket:** Graduate of a recognized school of public health or physician licensed to practice medicine in Rhode Island.

DIRECTOR OF RECREATION

- Bristol:** Professional training in recreation/leisure and park development with at least five (5) years experience in related fields.
- Cumberland:** Academic training in recreation activity and/or experience in the administration of public recreation programs;
- Providence:** Bachelor's degree from an accredited college in health sciences, recreation, education or related fields, and five (5) years experience in a supervisory capacity; or equivalent training or experience.

DIRECTOR OF RESCUE SERVICE

- Cumberland:** Be qualified as Emergency Medical Technician – Cardiac, and five (5) years experience on a rescue service or comparable experience.

TAX COLLECTOR

- West Warwick:** Graduate from a recognized college with courses emphasizing business management, accounting, business or public administration, and three (3) years experience in a supervisory capacity.

CITY/TOWN SOLICITOR

GENERAL

All solicitors are required to be attorneys-at-law in good standing who have been admitted to the practice of law in the state of Rhode Island.

SPECIFIC

The following is a breakdown by community of the number of years of practice that is required:

Two (2) years: **Central Falls.**

Three (3) years: ***North Smithfield; West Warwick.**

Four (4) years: **Charlestown; Hopkinton; Johnston; Narragansett; South Kingstown.**

Five (5) years: **Burrillville; Cranston; Glocester; Lincoln; North Providence; Pawtucket; Providence; Richmond; Warren; Warwick; Woonsocket.**

* Also requires admittance to practice by the U.S. District Court for the District of Rhode Island

OTHERS

Little Compton: Requires significant experience.

West Greenwich: Requires experience in municipal law.

PROBATE JUDGE

GENERAL

All probate judges are required to be attorneys-at-law in good standing who have been admitted to the practice of law in the state of Rhode Island.

SPECIFIC

The following is a breakdown by community of the number of years of practice that is required:

Two (2) years: **Central Falls.**

Three (3) years: **Pawtucket; West Warwick.**

Four (4) years: **Charlestown; Hopkinton; Johnston; Narragansett; South Kingstown.**

Five (5) years: **Burrillville; Cranston; Foster; Glocester; Little Compton; North Providence; Richmond; Smithfield; Warren; West Greenwich; Woonsocket.**

ADDITIONAL POSITIONS – CITY OF PROVIDENCE

- Budget Analyst:** Master's degree in business administration, and five (5) years supervisory experience in budget analysis and budget projection; or equivalent training or experience;
- Budget Officer:** College graduate with a degree in finance or business administration, and five (5) years experience supervising a budget process; or equivalent training or experience;
- City Controller:** Licensed public accountant; or equivalent training or experience;
- Public Property Director:** Bachelor's degree from an accredited college or five (5) years supervising a centralized system for purchase, distribution and inventory of supplies, or supervising building maintenance; or equivalent training or experience;
- Public Safety Commissioner:** Bachelor's degree from an accredited college, and five (5) years supervisory experience in administration or community relations; or equivalent training and supervisory experience;
- Traffic Engineer:** Professional training in the field of traffic engineering, and employed for five (5) years in traffic engineering or a closely related field; or equivalent training or experience.

Recall Provisions

City/Town Charter Section	Time in Office to be Subject to Recall	Electors Needed to Apply for Petition	Time Allotted For Obtaining Signatures	Signatures Needed on Petition to Hold Recall Election	Election to be Held	Votes Necessary for Recall
Burrillville Sec. 2.07	After 6 months and at least 12 months left in term	5 qualified voters	30 days	15% of persons registered to vote at last regular election	Not less than 30 days nor more than 60 days	Simple majority
Central Falls* Sec. 4-105	After 6 months and at least 6 months left in term	500 electors	28 days	20% of electors eligible to vote	Not less than 64 days nor more than 90 days	Simple majority
Charlestown Sec. C-187	After 4 months and at least 6 months left in term	5 qualified voters	75 days	20% of average number of persons who voted in last two (2) general elections	Not less than 45 calendar days but not more than 60 calendar days	Simple majority
Coventry Sec. 2.03	After 6 months	One registered voter	30 days	Town-wide: 30% of registered voters town-wide and 20% in each council district District level: 30% of registered voters in district	Within 75 days but not within 120 days of another election (on a Tuesday)	Simple majority
Cranston Sec. 2.08	After 6 months	One qualified elector	90 days	City-wide: 20% of all qualified electors Ward/District: 20% of qualified electors in ward or district	Not less than 30 days nor more than 60 days	2/3rds majority
Exeter Sec. 203	After 180 days and at least 180 days left in term	5 qualified electors	120 days	10% of electors registered at last election	Not less than 20 days nor more than 60 days	Simple majority
Gloicester Art. XIV, Sec. 16	After 6 months	5 qualified electors	60 days	10% of registered voters of town	Not more than 60 days	Simple majority
Middletown Sec. 404	At least 180 days left in term	Unspecified	Unspecified	20% of persons registered to vote at last election	Not less than 30 days nor more than 45 days	Simple majority
N. Kingstown Sec. 1206	After 6 months and at least 6 months left in term	50 qualified electors	60 days	20% of average number of electors who voted in the last two elections	Not less than 50 calendar days nor more than 70 calendar days	Simple majority but only if 40% of average number of voters in the last two elections

*Recall applies only to the Mayor

City/Town Charter Section	Time in Office to be Subject to Recall	Electors Needed to Apply for Petition	Time Allotted For Obtaining Signatures	Signatures Needed on Petition to Hold Recall Election	Election to be Held	Votes Necessary for Recall
Pawtucket Art. VI, Ch. 3	After 3 months and at least 6 months left in term	Unspecified	60 days	City-wide: 10% of all registered electors Ward level: 10% of registered electors in ward	Not less than 30 days nor more than 45 days	Simple majority
Providence Sec. 208	After 6 months and at least one year left in term	Mayor: 1000 qualified electors Council: 300 qualified electors	120 days	Mayor: 15% of all qualified electors Council: 20% of qualified electors in ward	Not less than 30 days nor more than 60 days	Simple majority
Richmond Art. 2, Sec. 7	Unspecified	Unspecified	Unspecified	25% of number of votes cast in most recent general election	Not more than 60 days	Simple majority but only if 30% of electors vote who voted in last general election
Smithfield Art. IX	At least 6 months left in term	5 qualified voters	30 days	15% of persons registered to vote at last election	Not less than 30 days nor more than 60 days	Simple majority
Tiverton Sec. 1209	Unspecified	Unspecified	Unspecified	25% of electors that voted for that office in the last election	Not less than 50 days nor more than 75 days	Simple majority but only if 40% of electors vote who voted in last election

City/Town Charter Section	Time in Office to be Subject to Recall	Electors Needed to Apply for Petition	Time Allotted For Obtaining Signatures	Signatures Needed on Petition to Hold Recall Election	Election to be Held	Votes Necessary for Recall
Warren Sec. 2.04	At least 180 days left in term	Unspecified	Unspecified	500 electors	Not less than 30 days Nor more than 45 days	Simple majority but only if 25% of electors vote who voted in the last general election
W. Greenwich Sec. 202	After 6 months	One elector	30 days	30% of registered electors	Within 75 days but not within 120 days of another election (on a Tuesday)	Simple majority
W. Warwick* Art. XXI	After 6 months and at least 6 months left in term	5 qualified electors	30 days	25% of persons registered to vote at last election	Not less than 30 calendar days but not more than 60 calendar days	Simple majority
Woonsocket Ch. XVI Art. 2	At least 6 months left in term	10 qualified electors	60 days	10% of persons registered to vote at last regular election	Not less than 30 days and not more 60 days	Simple majority

*Recall applies only to members of the school committee

RESIDENCY REQUIREMENTS

Historically most municipal charters in Rhode Island contained some provisions regarding residency requirements for various city and town employees at all levels of municipal government. However, beginning in 2001 with public schoolteachers and school district administrators (**16-12-9**), and then in 2005 with police officers and firefighters (**45-2-15.1**), as well as municipal employees (**45-2-15.2**), state laws, in effect, nullified these provisions in municipal charters. The specific provisions of these General Laws are listed below for the sake of clarification and reference.

Sec. 16-12-9 Residency within municipality not required. - Notwithstanding any prior ratification and validation by the general assembly of any home rule charter provision requiring that a public school department employee reside within the employing city or town, effective September 1, 2001, no home rule charter provision shall require that a public school department employee reside within the city or town as a condition of appointment or continued employment. Any prior ratification and validation by the general assembly of a home rule charter provision requiring residency within a city or town as a condition for employment of a public school department employee is expressly repealed by the general assembly. Nor shall any town or city council make or ordain any ordinance requiring that a school department employee reside within the employing city or town as a condition of appointment or continued employment. Any existing ordinance requiring that a public school department employee reside within the employing city or town as a condition of appointment or continued employment is considered contrary to the laws of this state and is thus void as violative of state law.

Sec. 45-2-15.1 Police officers and firefighters – Residency within municipality not required. – Notwithstanding any prior ratification and validation by the general assembly of any home rule charter provision requiring that police officers and firefighters reside within the employing city or town, no home rule charter provision shall require that a police officer or firefighter reside within the city or town as a condition of appointment or continued employment. Any prior ratification and validation by the general assembly of a home rule charter provision requiring residency within a city or town as a condition for employment of a police officer or firefighter is hereby expressly repealed by the general assembly; further, no city or town council shall make or ordain any ordinance requiring a police officer or firefighter to reside within the employing city or town as a condition of appointment or continued employment. Any existing ordinance requiring a police officer or firefighter to reside within the employing city or town as a condition of appointment or continued employment is hereby considered contrary to the laws of this state and is thus void as being in violation of state law.

Sec. 45-2-15.2 Municipal employees – Residency within municipality not required.

Notwithstanding any prior ratification and validation by the general assembly of any home rule charter provision requiring that municipal employees reside within the employing city or town, no home rule charter provision shall require that a municipal employee reside within the city or town as a condition of appointment or continued employment. Any prior ratification and validation by the general assembly of a home rule charter provision requiring residency within a city or town as a condition for employment of a municipal employee is hereby expressly repealed by the general assembly; provided, further, no city or town council shall make or ordain any ordinance requiring a municipal employee to reside within the employing city or town as a condition of appointment or continued employment. Any existing ordinance requiring a municipal employee to reside within the employing city or town as a condition of appointment or continued employment is hereby considered contrary to the laws of this state and is thus void as being in violation of state law. Nothing in this chapter shall preclude any city or town from offering employment incentives to its employees.

Notwithstanding the foregoing, no city or town with a municipal charter shall be precluded from entering into employment contracts which contain residency requirements with their appointed town or city manager(s) and/or town or city administrator(s).

**REQUIREMENTS FOR FILLING
VACANCIES ON CITY/TOWN COUNCIL**

BARRINGTON	Sec.2-1-8	<ul style="list-style-type: none">- unexpired term by vote of electors- town council calls special election if vacancy occurs more than 9 months prior to next election
BRISTOL	Sec.204	<ul style="list-style-type: none">- town clerk calls special election- town council fills vacancy if less than 6 months remains in term
BURRILLVILLE	Sec.3.06	<ul style="list-style-type: none">- filled by qualified candidate with next highest vote total in last election- voters fill unexpired term at next general election
CENTRAL FALLS	Sec.3-502	<ul style="list-style-type: none">- council fills with defeated candidate for said seat from last regular election who received at least 30% of the total ballots cast- if no eligible candidate and more than 180 days remain before next election a special election is called by the Board of Canvassers
CHARLESTOWN	Sec.C-24	<ul style="list-style-type: none">- if more than 1 year prior to next election, council shall call a special election- filled at discretion of council for unexpired term
COVENTRY	Sec.3.06	<ul style="list-style-type: none">- if 6 months or more prior to next regular election, town clerk calls special election; if clerk fails to call, the Board of Canvassers must call- if less than 6 months before next election, council fills
CRANSTON	Sec.2.06	<ul style="list-style-type: none">- if vacancy occurs in first 6 months of term, Board of Canvassers calls special election- if vacancy occurs after first 6 months, council fills with member of same political party
CUMBERLAND	Sec.403	<ul style="list-style-type: none">- if vacancy occurs 12 months or more prior to next regular election, town clerk calls a special election- if vacancy occurs less than 12 months before next election, vacancy is filled by remaining members of council
EAST GREENWICH	Sec.3160	<ul style="list-style-type: none">- if vacancy occurs 1 year or less prior to regular election, council fills- if vacancy occurs more than one year prior to regular election, council calls a special election

EAST PROVIDENCE	Sec.2-6	<ul style="list-style-type: none"> - unexpired term filled by vote of electors - if vacancy occurs more than 9 months prior to an election, council calls a special election
EXETER	Sec.406	<ul style="list-style-type: none"> - filled by candidate with next highest vote from last election - if no qualified candidate council appoints a qualified elector
FOSTER	Sec.2.06	<ul style="list-style-type: none"> - if vacancy occurs more than 6 months prior to an election, town clerk calls a special election - if vacancy occurs less than 6 months prior to an election, council fills
GLOCESTER	Art IV Sec.3	<ul style="list-style-type: none"> - filled by candidate with next highest vote from last election - if no qualified candidate council appoints a qualified elector
HOPKINTON	Sec. 3160	<ul style="list-style-type: none"> - if vacancy occurs 1 year or less prior to regular election, council fills - if vacancy occurs more than one year prior to regular election, council calls a special election
JAMESTOWN	Sec.212	<ul style="list-style-type: none"> - remaining members of council appoint next highest vote getter
JOHNSTON	Sec.3.2	<ul style="list-style-type: none"> - if vacancy occurs 90 days or more prior to next election in "district" from which elected, town clerk calls special election
LINCOLN	Sec.5.3	<ul style="list-style-type: none"> - if vacancy occurs before first date allowable for filing declarations of candidacy for next election, town clerk calls a special election - if vacancy occurs on or after first date allowable for filing council fills with member from the same district as retired incumbent
LITTLE COMPTON	Sec.406	<ul style="list-style-type: none"> - filled by candidate with highest number of votes from most most recent election for such office - if above person is unavailable council fills position
MIDDLETOWN	Sec.209	<ul style="list-style-type: none"> - council members select a member until next scheduled state or town election , at which time electors shall elect member to complete unexpired portion of term
NARRAGANSETT	Sec.2-1-5	<ul style="list-style-type: none"> - if vacancy occurs more than 1 year prior to an election, council calls a special election - if vacancy occurs 1 year or less prior to an election, council has the discretion to fill the vacancy

NEW SHOREHAM	Sec.403	- remaining members of the council fill vacancy with a qualified elector of town within 45 days
NEWPORT	Sec.2-3	- vacancy filled by candidate who received next highest vote total for ward / at-large seat vacated - absent such a candidate vacancy filled by 4 affirmative votes of remaining members of council
NORTH KINGSTOWN	Sec.306	- vacancy filled by council candidate who received most votes in the last election - if above method fails council appoints a qualified elector - if both above methods fail council directs town clerk to call a special election
NORTH PROVIDENCE	Sec.2-1-5	- if vacancy occurs with less than 180 days left in term, council appoints member from same political party - if vacancy occurs with 180 days or more left in term, council calls a special election
NORTH SMITHFIELD	Art IV Sec.3	- if vacancy occurs more than 1 year prior to next election, council calls a special election - council has discretion to fill vacancy for unexpired term
PAWTUCKET	Sec.6-105	- if vacancy occurs more than 180 days before next municipal election, Board of Canvassers calls a special election which may coincide with other city/state election
PORTSMOUTH	Sec.209	- remaining members of council select a qualified elector to fill vacancy until next regular election
PROVIDENCE	Sec.206	- if vacancy occurs more than 180 days before next election, council calls a special election - if vacancy occurs 180 days or less before next election, council calls a special election on written demand of at least 1/3 members of council
RICHMOND	Art 2 Sec.5	- town council appoints unelected candidate who received greatest number of votes in most recent election - if above person unavailable council appoints in sequence the unelected candidate with next greatest number of votes - if no appointee is available among above candidates council appoints a qualified elector to serve remainder of term
SMITHFIELD	Sec.207	- if vacancy occurs 1 year or more prior to regular election, town clerk calls a special election - if vacancy occurs less than 1 year prior to regular election, council fills with member of same political party

SOUTH KINGSTOWN	Sec.3111	<ul style="list-style-type: none"> - if vacancy occurs more than 1 year prior to next election, council calls a special election - otherwise council may fill for unexpired term
TIVERTON	Sec.403	<ul style="list-style-type: none"> - council fills with candidate with next highest vote total - if above method fails council appoints qualified elector for a maximum of 6 months to serve
WARREN	Sec.3.17	<ul style="list-style-type: none"> - if unexpired term exceeds 6 months council calls a special election - if unexpired term is less than 6 months seat remains vacant
WARWICK	Sec.2-4	<ul style="list-style-type: none"> - if vacancy occurs more than 180 days before next general election, Canvassing Authority calls a special election - if vacancy occurs 180 days or less before next general election, council has discretion to direct Canvassing Authority to call a special election
WEST GREENWICH	Sec.406	<ul style="list-style-type: none"> - if vacancy occurs during first year of term , Board of Canvassers calls a special election - if vacancy occurs during second year of term, council appoints a qualified elector
WEST WARWICK	Sec.403	<ul style="list-style-type: none"> - if vacancy occurs 1 year or more prior to election, town clerk calls a special election - if vacancy occurs less than 1 year prior to election, council must fill with member of same political party
WESTERLY	Sec.2-1-3	<ul style="list-style-type: none"> - council fills until next regular election - if vacancies create lack of a quorum town clerk calls a special election
WOONSOCKET	Ch. II Sec.5	<ul style="list-style-type: none"> - if vacancy occurs more than 240 days prior to next regular election, Canvassing Authority calls a special election - if vacancy occurs 240 days or less prior to next regular election, council, in its discretion, may direct Canvassing Authority to call a special election

APPENDIX B

Home Rule: A Compilation of Rhode Island Supreme Court Cases

Alphabetical Listing by Case Name

Chronological Listing including Summary of Cases

Rhode Island Home Rule Supreme Court Cases

Alphabetical Listing

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
ADVISORY OPINION to the GOVERNOR	109 R.I. 289	1971
ADVISORY OPINION to HOUSE of REPRESENTATIVES	79 R.I. 277	1952
ADVISORY OPINION to HOUSE of REPRESENTATIVES	80 R.I. 288	1953
ADVISORY OPINION to HOUSE of REPRESENTATIVES	99 R.I. 472	1965
ADVISORY OPINION to HOUSE of REPRESENTATIVES	628 A.2d 537	1993
ADVISORY OPINION to SENATE	79 R.I. 291	1952
ADVISORY OPINION to SENATE	81 R.I. 254	1954
ADVISORY OPINION to SENATE	81 R.I. 258	1954
AMICO'S INCORPORATED v. MATTOS	789 A.2d 899	2002
ANGEL v. MURRAY	113 R.I. 482	1974
BEAULIEU v. WALSH	89 R.I. 295	1959
BERBERIAN v. CRANSTON BOARD of CANVASSERS	91 R.I. 49	1960
BETZ v. PAOLINO; MC ELROY v. PAOLINO	605 A.2d 837	1992
BORROMEIO v. PERSONNEL BOARD of BRISTOL	117 R.I. 382	1977
BRUCKSHAW V. PAOLINO	557 A.2d 1221	1989
BRYSON v. PAWTUCKET PERSONNEL BOARD	83 R.I. 366	1955
BUCCI v. FARGNOLI	437 A.2d 1384	1981
CAPONE v. NUNES	85 R.I. 392	1957
CARTER v. CITY of PAWTUCKET	115 R.I. 134	1975
CASA DI MARIO, INC. v. RICHARDSON; CASA DI MARIO, INC. v. FOX	763 A.2d 607	2000

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
CELONA v. RHODE ISLAND ETHICS COMMISSION	544 A.2d 582	1988
CITY of CENTRAL FALLS v. HALLORAN	94 R.I. 189	1962
CITY of CRANSTON v. HALL	116 R.I. 183	1976
CITY of EAST PROVIDENCE v. LOCAL 850 I.A.F.	117 R.I. 329	1976
CITY of PROV. v. EMPLOYEE RETIREMENT BD. of PROV.	749 A.2d 1088	2000
COASTAL RECYCLING, INC. v. CONNORS	854 A.2d 711	2004
COCCHINI v. CITY of PROVIDENCE	479 A.2d 108	1984
COLLIER v. CUCULO	98 R.I. 68	1964
CONATI v. WALSH	87 R.I. 333	1958
CONLEY v. MC CARTHY	84 R.I. 141	1956
COVENTRY SCHOOL COMMITTEE v. RICHTARIK	411 A.2d 912	1980
CRANSTON TEACHERS ALLIANCE v. MIELE	495 A.2d 233	1985
CUMMINGS v. GODIN	377 A.2d 1071	1977
DAVIS v. COUSINEAU	97 R.I. 85	1963
DAWSON v. CLARK	93 R.I. 457	1962
DURKIN v. PAWTUCKET PERSONNEL BOARD	83 R.I. 353	1955
FELKNER v. CHARIHO REGIONAL SCHOOL COMMITTEE	968 A.2d 865	2009
FLYNN, JR. v. KING; WEST GLOCESTER FIRE DISTRICT v. FLYNN, JR.	433 A.2d 172	1981
FOSTER-GLOCESTER REGIONAL SCHOOL BUILDING COMMITTEE v. SETTE	996 A.2d 1120	2010
FOX v. CRANSTON PERSONNEL APPEAL BOARD	99 R.I. 566	1965
GOLDMAN v. BURNS	109 R.I. 236	1971

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
GRASSO SERVICE CENTER v. SEPE	962 A.2d 1283	2009
HAGENBERG v. AVEDISIAN	879 A.2d 436	2005
HENRY v. THOMAS	100 R.I. 54	1966
HERVIEUX v. PAPINEAU	611 A.2d 838	1992
HOURIHAN v. TOWN of MIDDLETOWN	723 A.2d 790	1998
HOWLAND v. THOMAS	98 R.I. 470	1964
KELLS v. TOWN of LINCOLN	874 A.2d 204	2005
KRIVITSKY v. TOWN of WESTERLY	849 A.2d 359	2004
L.A. RAY REALTY v. TOWN COUNCIL of CUMBERLAND	603 A.2d 311	1992
LEFEBVRE v. KANDO	383 A.2d 589	1978
LOCAL NO. 799, I.A.F. v. NAPOLITANO	516 A.2d 1347	1986
LYNCH v. KING	391 A.2d 117	1978
MARRAN, JR. v. BAIRD	635 A.2d 1174	1994
MARRO v. TREASURER of CRANSTON	108 R.I. 192	1971
MC CARTHY v. JOHNSON	574 A.2d 1229	1990
MC GAIR v. GOLDSTEIN	109 R.I. 300	1971
MELLOR v. CLANCY	520 A.2d 1278	1987
MELLOR v. LEIDMAN	100 R.I. 80	1965
MERCIER v. CITY of CENTRAL FALLS	412 A.2d 927	1980
MONTAQUILA v. ST. CYR	433 A.2d 206	1981
MOREAU v. FLANDERS, APPOINTED RECEIVER for the CITY of CENTRAL FALLS	15 A.3d 565	2011
MORGAN v. THOMAS	98 R.I. 20	1964

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
MUNROE v. TOWN of EAST GREENWICH	733 A.2d 703	1999
NEWPORT AMUSEMENT v. MAHER	92 R.I. 51	1960
NEWPORT COURT CLUB ASSOCS. v. TOWN COUNCIL of MIDDLETOWN	800 A.2d 405	2002
NORTH END REALTY, LLC v. MATTOS	25 A.3d 527	2011
NUGENT v. CITY of EAST PROVIDENCE	103 R.I. 518	1968
NUGENT ex rel BECK v. LEYS	88 R.I. 446	1959
O'NEILL v. CITY of EAST PROVIDENCE	480 A.2d 1375	1984
PITASSI v. EAST PROV. PERSONNEL HEARING BOARD	116 R.I. 116	1976
POIRIER v. MARTINEAU	86 R.I. 473	1958
POWERS ex rel DOYON v. CHARRON	86 R.I. 411	1957
PROV. & WORCESTER CO. v. BLUE RIBBON BEEF CO.	463 A.2d 1313	1983
PROVIDENCE CITY COUNCIL v. CIANCI, JR.	650 A.2d 499	1994
PROV. LODGE NO. 3 FRATERNAL ORDER of POLICE v. CITY of PROVIDENCE; CITY of PROVIDENCE v. PROV. FIREFIGHTERS, LOCAL 799	730 A.2d 17	1999
PROV. LODGE NO. 3 FRATERNAL ORDER OF POLICE v. PROVIDENCE EXTERNAL REVIEW AUTHORITY	951 A.2d 497	2008
PROVIDENCE TEACHERS UNION v. NAPOLITANO	690 A.2d 855	1997
PROVIDENCE TEACHERS UNION v. PROV. SCHOOL BD.	689 A.2d 388	1997
PROV. TEACHERS UNION LOC. NO. 958 v. NAPOLITANO	554 A.2d 641	1989
PROV. TEACHERS UNION LOC. NO. 958 v. CITY COUNCIL of CITY of PROVIDENCE	888 A.2d 948	2005
RAMSDEN v. FORD	88 R.I. 144	1958
RANELLI v. EDWARDS	98 R.I. 394	1964

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
RETIREMENT BD. of EMPLOYEES' RETIREMENT SYST. v. CITY COUNCIL of CITY of PROVIDENCE	660 A.2d 721	1995
REYNOLDS v. LAMB	102 R.I. 557	1967
ROYAL v. BARRY	91 R.I. 24	1960
SKOLNIK v. MANSOLILLO	826 A.2d 91	2003
STALLWOOD v. OSTER	764 A.2d 196	2000
STATE v. COOK	437 A.2d 1360	1981
STATE v. KRZAK	97 R.I. 156	1964
STATE v. WAX	83 R.I. 319	1955
STATE ex rel FLYNN v. MC CAUGHEY	81 R.I. 143	1953
STATE ex rel CITY of PROVIDENCE v. AUGER	44 A.3d 1218	2012
STATE ex rel TOWN of RICHMOND v. ROODE	812 A.2d 810	2002
STATE ex rel TOWN of WESTERLY v. BRADLEY	877 A.2d 601	2005
STEWART v. SHEPPARD	885 A.2d 715	2005
TOWN of EAST GREENWICH v. O'NEIL	617 A.2d 104	1992
TOWN of JOHNSTON v. SANTILLI	892 A.2d 123	2006
TOWN of LINCOLN v. CITY of PAWTUCKET	745 A.2d 139	2000
TOWN of WEST WARWICK v. LOCAL 2045, AFSCME	714 A.2d 613	1998
VIVEIROS v. TOWN of MIDDLETOWN	973 A.2d 607	2009
WALSH v. PAWTUCKET PERSONNEL BOARD	101 R.I. 187	1966
WARWICK MALL TRUST v. STATE of RHODE ISLAND	684 A.2d 252	1996
WARWICK SCHOOL COMMITTEE v. GIBBONS	410 A.2d 1354	1980

<u>Case Name</u>	<u>Citation</u>	<u>Year</u>
WESTERLY RESIDENTS for THOUGHTFUL DEVELOPMENT v. BRANCATO	565 A.2d 1262	1989
WOMEN & INFANT'S HOSPITAL v. CITY of PROV.	527 A.2d 651	1987
XAVIER v. CIANCI, JR.	479 A.2d 1179	1984

Rhode Island Home Rule Supreme Court Cases

Chronological Listing

<u>Year</u>	<u>Case Name</u>	<u>Citation</u>
1952	ADVISORY OPINION to HOUSE of REPRESENTATIVES	79 R.I. 277
	Questions answered: 1) Authority of general assembly after adoption of home rule charter? 2) Affirmatively answers questions concerning general assembly's power to legislate concerning the following issues: a) local officers and tenure of office b) fixing time of town meeting c) fixing time of beginning and ending of fiscal year d) parking meters 3) Effect of charters enacted prior to adoption of home rule amendment ?	
1952	ADVISORY OPINION to SENATE	79 R.I. 291
	Questions answered: 1) Acts involving imposition of tax or expenditure of money must be submitted for approval at a general or special election, but cannot be submitted to a financial town meeting; 2) Special acts must also be submitted for approval to a financial town meeting; 3) Special acts must provide essential details concerning elective process.	
1953	ADVISORY OPINION to HOUSE of REPRESENTATIVES	80 R.I. 288
	Questions answered: 1) General assembly has express and exclusive authority concerning how general municipal elections should be conducted; 2) General assembly may, by appropriate legislation, validate any provisions in a home rule charter inconsistent with advisory opinion of supreme court.	
1953	STATE ex rel FLYNN v. MC CAUGHEY	81 R.I. 143
	Home rule amendment did not constitute a general grant of power to city to adopt a home rule charter under which it might control manner of nominating candidates and conducting elections.	

1954 **ADVISORY OPINION to SENATE** 81 R.I. 254

Questions answered: 1) Enactment of general assembly purporting to delegate to a city or town any of the power essential to the conduct and control of a municipal election would be violative of state constitution;
2) General assembly could pass an enabling statute which provides certain optional plans for holding of municipal elections.

1954 **ADVISORY OPINION to SENATE** 81 R.I. 258

Question answered: General assembly is vested with full power over the conduct of elections, and it alone must fix the date for holding of municipal elections. This power may not be delegated to cities and towns.

1955 **STATE v. WAX** 83 R.I. 319

The state has supreme police authority, which authority has not been restricted by home rule. Local police are agencies of the state and the power they exercise is the state's police power.

1955 **DURKIN v. PAWTUCKET PERSONNEL BOARD** 83 R.I. 353

System of personnel administration based upon merit principles established by charter prevented dismissal of employee without cause by the personnel director.

1955 **BRYSON v. PAWTUCKET PERSONNEL BOARD** 83 R.I. 366

The personnel board of appeals did not act in conformity with its powers set forth in the charter, and dismissal of employee without cause by personnel director could not be upheld.

1956 **CONLEY v. MC CARTHY** 84 R.I. 141

Employee was entitled to writ of mandamus to compel his restoration to office without having first taken an appeal under the charter since his discharge was effected by an unauthorized official.

1963	DAVIS v. COUSINEAU	97 R.I. 85
	Removal Issue: Mayor had power to remove officers only on the basis of legal cause as provided by charter language.	
	Appointment Issue: Since charter provisions conflict on power to appoint police officers, court finds that public safety board has this power due to legislative intent to place effective control of police department in the board.	
1964	STATE v. KRZAK	97 R.I. 156
	Police power of state was not transferred to municipalities by home rule amendment, therefore municipality, when implementing penalty ordinance, cannot exceed limitations contained in statute of authorization.	
1964	COLLIER v. CUCULO	98 R.I. 68
	Specific charter language conveyed evidence of legislative intent to confer authority upon town council to acquire land for use as a public dump.	
1964	MORGAN v. THOMAS	98 R.I. 20
	Under civil service system created by charter, personnel cannot be disciplined without notice of grounds and right to a hearing. Personnel appeal board sits as a quasi-judicial body at such a hearing.	
1964	RANELLI v. EDWARDS	98 R.I. 394
	Concerning mayor's authority to appoint city solicitor as acting judge of probate, public laws enacted by general assembly in this case should not be so narrowly construed so as to limit this delegated authority.	
1964	HOWLAND v. THOMAS	98 R.I. 470
	<ol style="list-style-type: none"> 1) Mayor can remove police officer if proper notice and right to hearing given; 2) Personnel appeal board must conduct an impartial hearing, but oral argument not required; 3) Discipline imposed by board was not excessive and beyond authority of board. 	

- 1965 **ADVISORY OPINION to HOUSE of REPRESENTATIVES** 99 R.I. 472
- Question answered: The home rule amendment does not vest the general assembly with the power to legislate that charter commissions be elected to amend the charter. This method is not the prescribed method.
- 1965 **FOX v. CRANSTON PERSONNEL APPEAL BOARD** 99 R.I. 566
- Sound public policy barred collateral attack by individuals on the validity of a de facto municipal corporation, and in this case the validity of the adoption of the home rule charter.
- 1965 **MELLOR v. LEIDMAN** 100 R.I. 80
- Charter provided that removal of city clerk occurs through a quasi-judicial proceeding. As a result, removal required a valid ground for dismissal despite clerk's appointment for an indefinite term by city council.
- 1966 **HENRY v. THOMAS** 100 R.I. 54
- Issue considered by supreme court was timeliness of personnel hearing requested by a classified employee. Conclusion of hearing must occur within a reasonable time after commencement date which is charter mandated.
- 1966 **WALSH v. PAWTUCKET PERSONNEL BOARD** 101 R.I. 187
- Charter vested primary jurisdiction in personnel board to hear appeals of personnel decisions. Decision of the board is subject to judicial review by supreme court under its inherent power to grant certiorari in the exercise of its supervisory function.
- 1967 **REYNOLDS v. LAMB** 102 R.I. 557
- Under charter language no public hearing is required unless requested in a removal from office by the city council situation. Removal from office by city council for lack of residency was valid grounds.
- 1968 **NUGENT v. CITY of EAST PROVIDENCE** 103 R.I. 518
- The reservoir of powers reserved to the general assembly as a repository of the sovereignty of the state includes the power to regulate and control by licensing the conduct of business in an exercise of its police power. Municipalities cannot exercise licensing power unless lawfully delegated by legislature. The right to license is not conferred by authority granted to municipalities to acquire, hold, and dispose of property.

- 1971 **MARRO v. TREASURER of CRANSTON** 108 R.I. 192
- Powers and duties with respect to retirement and pensioning of police officers were vested in mayor and city council under prior legislative grant. Under home rule charter provision city could not transfer these powers to employee retirement board, because home rule is subordinate to general assembly's overriding right to legislate on same subject matter either by general act or special act.
- 1971 **GOLDMAN v. BURNS** 109 R.I. 236
- Charter language establishing policy of awarding all contracts to the lowest responsible bidder, did permit the exercise of reasonable discretion on the part of purchasing agent and purchasing board.
- 1971 **ADVISORY OPINION to the GOVERNOR** 109 R.I. 289
- Questions by governor to supreme court, relating to qualification requirements of city manager position as created by city charter, would not be answered because city council lacked standing to pose such questions through the governor.
- 1971 **MC GAIR v. GOLDSTEIN** 109 R.I. 300
- Probate judge elected by city council lawfully held position even though city charter's timetable for election was not precisely met.
- 1974 **ANGEL v. MURRAY** 113 R.I. 482
- In adopting the charter the voters intended to make the city manager an administrative arm for the city council, and to charge him with the performance of duties more conveniently performed by him than the council.
- 1975 **CARTER v. CITY of PAWTUCKET** 115 R.I. 134
- When there is a discrepancy between a charter provision and a rule promulgated by a municipal personnel department, the charter provision prevails.
- 1976 **PITASSI v. E. PROV. PERSONNEL HEARING BD.** 116 R.I. 116
- Judicial review of the discharge of a municipal employee will be limited to certiorari. A municipality, through its home rule charter, cannot intrude upon the power of the general assembly to prescribe the jurisdiction of the courts.

1980 **WARWICK SCHOOL COMMITTEE v. GIBBONS** 410 A.2d 1354

Since, in this instance , there is a legislative charter, it should be looked at to discern the intention of the general assembly regarding the conferring of powers upon the school committee and the finance director. The finance director had a legal duty to determine there was a sufficient unencumbered balance in the budget of the school committee before honoring purchase orders.

1980 **COVENTRY SCHOOL COMM. v. RICHTARIK** 411 A.2d 912

Public education is the responsibility of the state, and various municipal school committees, when discharging their responsibilities, act as agents of the state. The town charter, as expressly validated by the general assembly, was controlling on issue of school committee's right to retain an attorney who was not part of town solicitor's staff.

1980 **MERCIER v. CITY of CENTRAL FALLS** 412 A2d 927

City council possessed authority to enact ordinance mandating retirement age, derived from legislative grant of power to create and regulate pension funds as contained in home rule charter.

1981 **FLYNN, JR. v. KING; WEST GLOCESTER FIRE DISTRICT v. FLYNN, JR.** 433 A.2d 172

Limiting eligibility to vote and hold office in fire district to owners of taxable property within the district denied equal protection to otherwise qualified voters since fire protection was governmental function that substantially affects all residents in the district.

1981 **MONTAQUILA v. ST. CYR** 433 A.2d 206

Charter provisions stating town solicitor and assistant town solicitors serve at the pleasure of someone were not unconstitutional. Also charter provision prohibiting removal because of political affiliation did not apply to this situation.

1981 **STATE v. COOK** 437 A.2d 1360

Although the General Laws do not specifically list a city manager as an official empowered to administer oaths, the city manager under the charter makes all appointments to the police department and is designated as chief executive officer. These duties served to empower manager to administer oaths to officers.

- 1986 **LOCAL NO. 799, I.A.F. v. NAPOLITANO** 516 A.2d 1347
- City charter's residency requirement for city employees, as specifically validated by state legislature, takes precedence as a special act over any inconsistent general laws prohibiting such residency requirements for teachers and firefighters.
- 1987 **MELLOR v. CLANCY** 520 A.2d. 1278
- Superintendent of schools was employee of school committee, and as such was municipal employee since home rule charter, validated by state legislature, included department of public schools among town's administrative departments.
- 1987 **WOMEN & INFANT'S HOSPITAL v. CITY of PROV.** 527 A.2d. 651
- Antidiscrimination ordinance enacted prior to adoption of home rule charter was invalid. Municipality lacking home rule charter could not enact antidiscrimination ordinance without specific authorization by general assembly.
- 1988 **CELONA v. RHODE ISLAND ETHICS COMMISSION** 544 A.2d 582
- Town council passage of a resolution authorizing payment of monthly expenses in a fixed sum contravened charter provision prohibiting such form of payment. Town council also violated conflict of interest law by not filing report with conflict of interest commission before taking its action.
- 1989 **PROV. TEACH. UNION LOC. NO. 958 V. NAPOLITANO** 554 A.2d 641
- City employees, employed prior to effective date of home rule charter section imposing residency requirement, were exempt from requirement under grandfather clause.
- 1989 **BRUCKSHAW v. PAOLINO** 557 A.2d 1221
- Regulation of city's employee pension plan that directly affected only residents of city was not a matter of statewide concern over which state continued to maintain sovereignty after adoption of city home rule charter.

1989 **WESTERLY RESIDTS. for THOUGHT. DEV. v. BRANCATO** 565 A.2d 1262

The town's authority to regulate sewers was inherent in its home rule charter, which specifically vested authority in the town and its department of public works to regulate sewers and drains. Expansion of sewer system need not be submitted to qualified voters for their approval.

1990 **MC CARTHY v. JOHNSON** 574 A.2d 1229

Special acts passed by general assembly, which authorized suits against city by personal injury plaintiff, were not general acts applicable to all cities and towns but directed at a single community benefiting a single party. Local approval was necessary because these acts affected the property, affairs, and government of a single city.

1992 **L.A. RAY REALTY v. TOWN COUNCIL of CUMBERLAND** 603 A.2d 311

Zoning amendment establishing minimum subdivision lot size was invalid as adopted by referendum under provision of town charter. Charter was inconsistent with public notice and hearing requirements under state law for amendment of subdivision regulations, and state law prevails.

1992 **BETZ v. PAOLINO; MC ELROY v. PAOLINO** 605 A.2d 837

Charter provision giving council power, without limitation , “ to enact such ordinances necessary to ensure the welfare and good order of the city ” conferred entire legislative power on elected council. City retirement board did not have authority to amend city Retirement Act to provide additional benefits for police officers and firefighters.

1992 **HERVIEUX v. PAPINEAU** 611 A.2d 838

Under city charter the water supply board is an agent of the city, and other charter provisions support this interpretation. Settlement agreement entered into by water supply board releasing board from liability simultaneously released city from liability.

1992 **TOWN of EAST GREENWICH v. O'NEIL** 617 A.2d 104

Town ordinance regulating transmission of high voltage electric power within its border exceeded town's home rule authority, and was preempted by state statute vesting Public Utilities Commission with exclusive authority. Most critical factor in determining whether municipal legislation is matter of statewide concern is whether action of municipality has significant effect upon people outside home rule town.

- 1993 **ADVISORY OPINION to HOUSE of REPRESENTATIVES** 628 A.2d 537
- Question asked: Constitutionality of pending legislation which would approve new voting districts in town and remove current office holders?
- Answer: Reapportionment of local voting districts was a matter reserved to cities and towns by home rule article as a local matter relating to property, affairs, and government, and they are free to delineate their own voting districts for local election purposes.
- 1994 **MARRAN, JR. v. BAIRD** 635 A.2d 1174
- Statute vesting the director of state Dept. of Administration with power to appoint a budget and review commission in any city or town was not violative of home rule amendment. Although implementation of statute might affect each town differently, statute, on its face, applied equally to all. Also statute did not alter town's form of government, but merely had an incidental, temporary impact.
- 1994 **PROVIDENCE CITY COUNCIL v. CIANCI, JR.** 650 A.2d 499
- City ordinance requiring ratification of collective bargaining agreements by city council was not in contravention of home rule charter. It was not inconsistent with provision in charter which instructed director of personnel to aid mayor in negotiations with collective bargaining unit.
- 1995 **RETIREMENT BD. of EMPLOYEES' RETIREMENT SYST. v. CITY COUNCIL of CITY of PROVIDENCE** 660 A.2d 721
- The statutes granting the retirement board the authority to invest pension funds were superseded by the home rule charter. The source of the board's authority to invest was not the charter, and, thus, the city council could transfer that authority by ordinance without voter approval.
- 1996 **WARWICK MALL TRUST v. STATE OF RHODE ISLAND** 684 A.2d 252
- Legislation authorizing Economic Development Corporation and city to enter into long-term tax exemption agreement was within general assembly's exclusive reserved power to authorize local taxation, and home rule provision did not require local voter approval.
- 1997 **PROV. TEACHERS UNION v. PROVIDENCE SCHOOL BD.** 689 A.2d 388
- Under home rule charter and other pertinent ordinances, the city council, as the ultimate arbiter of school expenditures, was vested with the final authority to ratify or reject the contract negotiated by the school board and teachers union.

- 1997 **PROVIDENCE TEACHERS UNION v. NAPOLITANO** 690 A.2d 855
- Home rule charter provision requiring all city employees, including those of the school department, to be residents of the city during their employment has never been applied to substitute teachers.
- 1998 **TOWN of WEST WARWICK v. LOCAL 2045, AFSCME** 714 A.2d 613
- Issue of termination of employee was not arbitrable because charter required termination. Charter, as ratified by the legislature, had same force and effect as a statute and, therefore, any dispute relating to its terms was not arbitrable.
- 1998 **HOURIHAN v. TOWN of MIDDLETOWN** 723 A.2d 790
- Under the charter the town council has the power to enact ordinances for the preservation of the public peace, health, safety, comfort and welfare. Ordinances prohibiting the riding of horses on public beaches during the summer months fall within the authorization granted by the above charter provision.
- 1999 **PROV. LODGE NO. 3 FRATERNAL ORDER of POLICE v. CITY of PROVIDENCE; CITY of PROVIDENCE v. PROV. FIREFIGHTERS, LOCAL 799** 730 A.2d 17
- The Municipal Police Arbitration Act and the Firefighters Arbitration Act are acts of general application that supersede an inconsistent home rule charter provision. Ordinances adopted pursuant to a charter provision do not have the same limiting effect as state statutes on an interest arbitration panel.
- 1999 **MUNROE v. TOWN of EAST GREENWICH** 733 A.2d 703
- Development and Subdivision Review Enabling Act, which requires city and town councils to empower planning boards to control land development, was act of general application that would supersede inconsistent home rule charter provision directing town council to act as planning board. Local legislation embodied in charter, ordinance or other regulation is preempted by statewide legislation if local legislation disrupts state's overall scheme of regulation.
- 2000 **TOWN of LINCOLN v. CITY of PAWTUCKET** 745 A.2d 139
- Remediation of pollution of Narragansett Bay is a matter of statewide concern. Home rule provisions are not implicated, since the legislature reserves the power to act upon matters of statewide concern.

2002 **STATE ex rel TOWN of RICHMOND v. ROODE** 812 A.2d 810

Cities and towns have limited power to enact ordinances, except by virtue of those powers from time to time delegated to them by the legislature. A legislative grant of municipal power to exercise a portion of the state's sovereignty should be strictly construed.

2003 **SKOLNIK v. MANSOLILLO** 826 A.2d 91

The retirement board was not authorized to retain its own lawyer separate from the city solicitor under the city charter. If the provision of city's home rule charter which described a retirement board is inconsistent with the Retirement Act then the Retirement Act is superseded by the charter.

2004 **KRIVITSKY v. TOWN of WESTERLY** 849 A.2d 359

Mere fact that the General Assembly regulates a particular activity (aeronautics) does not mean that municipalities cannot impose additional restrictions that address legitimate local concerns.

2004 **COASTAL RECYCLING, INC. v. CONNORS** 854 A.2d 711

State statute which required towns to designate purchasing officer to exercise powers regarding competitive bidding did not preempt municipal ordinance which required town council's approval of any public bid, and council could reject officer's award of contract to lowest bidder which had failed to comply with bid requirements. The legislature did not intend to occupy the field by creating a uniform system to award municipal contracts. Such an interpretation strips town councils of any opportunity to review major decisions that will cost their municipality a significant amount of money.

2005 **KELLS v. TOWN of LINCOLN** 874 A.2d 204

Town charter provided that police chief be appointed for an indefinite term. While an indefinite term of employment was traditionally associated with at-will employment, town charter provision required that removal of police chief be in accordance with other provisions of charter which included the "when necessary for the good of the services" standard for removal. This standard required legally sufficient cause to be shown, rather than allowing town administrator to remove officers and employees at town administrator's own discretion.

2005 **STATE ex rel TOWN of WESTERLY v. BRADLEY** 877 A.2d 601

Home rule town had authority to prohibit swimming in breachway connecting pond to ocean. The ordinance did not infringe on the regulatory prerogatives of the Coastal Resources Management Council, and it related directly to preserving the public peace, safety, comfort and welfare, and was authorized by the charter.

2005 **HAGENBERG v. AVEDISIAN** 879 A.2d 436

A general statute does not repeal special legislation that authorizes or permits a municipality to establish its own pension fund. The special legislation supersedes the Injured on Duty statute, even though both enactments relate to the same subject matter. The injured officer employed by such a municipality is restricted to the benefits provided by the particular statutory scheme, and the municipality may not unilaterally reduce or revoke a pensioner's benefits awarded by legislative act of the municipal authority vested with the authority to determine entitlement to benefits.

2005 **STEWART v. SHEPPARD** 885 A.2d 715

Town charter provision permitting town administrator to serve as finance director did not make positions of town administrator and finance director coterminous, such that, upon the election of new town administrator, the finance director position held by incumbent appointed by prior administrator became vacant by operation of law. The town administrator would need to follow the charter's procedures for removing finance director from office, which involved referral of charges to town council.

2005 **PROVIDENCE TEACHERS UNION LOCAL 598 v. CITY COUNCIL of CITY of PROVIDENCE** 888 A.2d 948

This case concerned a challenge by teachers of the application of a section of the Providence Home Rule Charter which required that all municipal employees reside within the city limits. The teachers sought the equitable relief of reinstatement based on the fact that the residency requirement had been selectively enforced. The Court rejected the contention that selective enforcement existed which violated the equal protection guarantees of the U. S. Constitution and the Rhode Island Constitution.

2006 **TOWN of JOHNSTON v. SANTILLI** 892 A.2d 123

The school department is defined as a municipal body. The town charter which requires the town solicitor to represent "all departments, offices and agencies of the town" applies to the school committee, and prohibits it from retaining independent legal counsel unless the town solicitor is unable to represent the school committee because of ethical considerations.

2008 **PROV. LODGE NO. 3, FRATERNAL ORDER of POLICE v. PROVIDENCE EXTERNAL REVIEW AUTHORITY** 951 A.2d 497

City ordinance, that allowed for investigation of members of the city’s police department and for the making of recommendations to the police chief regarding discipline, did not violate the home rule amendment. The ordinance, which limited the Providence External Review Authority to investigations and recommendations as a way of providing oversight of the city’s police department, did not interfere with the power the general assembly granted to the police chief to actually impose discipline pursuant to the Law Enforcement Officers’ Bill of Rights.

2009 **GRASSO SERVICE CENTER v. SEPE** 962 A.2d 1283

City ordinance which vested the Providence Police Department with the authority to create a list of tow operators for police-instigated towing and storage of vehicles was in violation of the home rule amendment. The Public Utilities Commission is vested with the exclusive authority to license and regulate tow operators, and there has been no transfer or delegation of that authority to the cities and towns. Additionally, it was held that the power to enter into contracts with tow operators in exchange for payment of a referral fee has not been delegated to municipalities.

2009 **FELKNER v. CHARIHO REGIONAL SCHOOL COMMITTEE** 968 A.2d 865

Petitioner sought to retain rightful title to the office of member of the Chariho Regional School Committee despite having taken the oath of office as councilman for the Town of Hopkinton. The town charter clearly prohibits dual office holding by elected officials such as members of the Chariho Regional School Committee, therefore, the position on the school committee terminated by operation of law when the oath of office was taken to become a member of the Hopkinton Town Council.

2009 **VIVEIROS v. TOWN of MIDDLETOWN** 973 A.2d 607

The State Constitution contemplates only one method of altering a home rule charter once it is adopted, and that is through the amendment process contained in Article 13 – section 8, which encompasses all changes both minimal and significant. Replacement of a town’s existing charter cannot be accomplished through the petition process created by section 6 of Article 13 of the State Constitution.

2010 **FOSTER-GLOCESTER REGIONAL SCHOOL BUILDING COMMITTEE v. SETTE** 996 A.2d 1120

The Gloucester Town Charter did not empower the Gloucester Town Council to remove members of the Regional School Building Committee because, although the town charter grants the town council the authority to remove members of the boards, commissions, and committees of the Town of Gloucester, the Regional School Building Committee is not a board, commission or committee of the Town.

2011 **MOREAU v. FLANDERS, APPOINTED RECEIVER for the CITY of CENTRAL FALLS** 15 A.3d 565

Allowing the Director of the Rhode Island Department of Revenue to appoint a receiver to conduct a city's affairs in a fiscal emergency did not violate the home rule provisions of the Rhode Island Constitution because the act was an enactment of general application, and it did not alter the city's form of government as the receiver's powers were contained and channeled by the following: (1) standards setting forth a deliberate and progressive mechanism by which the city was provided with varying levels of support and control depending on the circumstances; (2) the Director of Revenue's ability to remove the receiver and terminate the receivership; and (3) subjecting the receiver to administering any and all delegated powers in accordance with the act's stated policy purpose.

2011 **NORTH END REALTY, LLC v. MATTOS** 25 A.3d 527

This case involved enforcement of town ordinances that provided for the imposition of "fees-in-lieu" of undertaking the construction of affordable housing, in an effort to increase availability of affordable housing in accordance with the "Rhode Island Low and Moderate Income Housing Act". Before a municipality may impose a "fee-in-lieu" on developers it must have specific statutory authorization from the General Assembly. The imposition of the "fee-in-lieu" constitutes an action ultra vires of the authority delegated by the home rule charter to the town council due to the fact that the council was not exercising its authority over purely local concerns.

2012 **STATE ex rel. CITY of PROVIDENCE v. AUGER** 44 A.3d 1218

This case concerned a violation of the noise ordinance contained in the Code of Ordinances of the City of Providence. The Court held that cities and towns with home rule charters are vested with the authority to legislate matters of public health and safety, as long as those regulations are not inconsistent with the Constitution or statutes of the state. Noise in residential areas can be the subject of local regulation because it is related to preserving the public peace, safety, comfort and welfare, and does not constitute an impermissible invasion of a field of regulation that has been fully occupied by state law.