



**SMITHFIELD CHARTER REVIEW
COMMISSION
SMITHFIELD TOWN HALL
64 FARNUM PIKE
SMITHFIELD, RI 02917
MONDAY, MAY 4, 2026
6:00 P.M.**

MEETING AGENDA

- A. Meeting called to order.
- B. Emergency evacuation & health notification.
- C. Approval of the April 27, 2026 meeting minutes.
- D. Consider, discuss and act upon possible amendments, language changes and recommendations to the below sections of the Town Charter.
 - § C-4.09 Human Services
 - Article VIII – Initiative and Referendum
Consider, discuss and act upon potential addition of Recall Provision
 - Article IV- Departments, Officers, and Agencies
 - (a) Consider, discuss and act upon potential addition of Department of Planning and Economic Development
 - (b) Consider, discuss and act upon potential addition of Town Engineering Department inclusive of Sewer Department
 - (c) Consider, discuss and act upon potential addition of Libraries in Town to the Charter.
- E. Discuss the order of priorities for the Charter Review Commission public meeting being held on May 18, 2026.
- F. Review and update the Charter Review progress worksheet for the following sections.
 - ARTICLE I POWERS OF THE TOWN
 - C-1.01 Powers of the Town.
 - C-1.02 Construction.
 - C-1.03 Intergovernmental Relations.

- ARTICLE II TOWN COUNCIL
 - C-2.01 General Powers and Duties.
 - C-2.02 Composition, Selection, Term.
 - C-2.03 Eligibility.
 - C-2.04 Council Officers.
 - C-2.05 Compensation, Expenses.
 - C-2.06 Prohibitions, [Amended 11-4-2008]
 - C-2.07 Vacancies, Forfeiture of Office, Filling of Vacancies. [Amended 11-3-2020]
 - C-2.08 Judge of Qualifications. [Amended 11-4-2008]
 - C-2.09 Investigations.
 - C-2.10 Independent Audit. [Amended 11-4-2008, 11-4-2014]
 - C-2.11 Procedure.
 - C-2.12 Action requiring an Ordinance. [Amended 11-4-2008]
 - C-2.13 Ordinances in General [Amended 11-4-2008]
 - C-2.14 Emergency Ordinances.
 - C-2.15 (Reserved) ²
 - C-2.16 Authentication and Recording; Codification; Printing. [Amended 11-4-2008]

- ARTICLE III TOWN MANAGER
 - C-3.01 Appointment and Qualifications. [Amended 11-4-2014]
 - C-3.02 Removal.
 - C-3.03 Acting Town Manager.
 - C-3.04 Powers and Duties of the Town Manager. [Amended 11-4-2008]

- ARTICLE IV DEPARTMENTS, OFFICERS, AND AGENCIES
 - C-4.01 Finance Department. [Amended 11-3-2020]
 - C-4.02 Board of Assessment Review. [Amended 11-4-2008]
 - C-4.03 Fire Department. [Amendment 11-3-2020]
 - C-4.04 Police Department.
 - C-4.05 Public Works Department.
 - C-4.06 Town Solicitor. [Amended 11-3-2020]
 - C-4.07 Town Clerk. [Amended 11-4-2014]
 - C-4.08 Town Sergeant.
 - C-4.09 Director of Human Services. [Amended 11-3-2020]
 - C-4.10 Building Official.
 - C-4.11 Planning Board. [Amended 11-3-2020]

- C-4.12 Zoning Board of Review.
- C-4.13 Historic Preservation Commission. [Amended 11-4-2014]
- C-4.14 Conservation Commission.
- C-4.15 Asset Management Commission. [Amended 11-4-2008]
- C-4.16 Smithfield Emergency Management Agency. [Amended 11-3-2020]
- C-4.17 Parks and Recreation. [Amended 11-3-2020]
- C-4.18 Land Trust. [Amended 11-3-2020]
- C-4.19 Vacancies in Boards and Commission. [Amended 11-3-2020]
- C-4.20 Creation of Departments, Offices, Boards, Commissions, or Agencies. [Amended 11-4-2008]
- C-4.21 Direction by Town Manager.
- C-4.22 Personnel System. [Amended 11-4-2008;11-4-2014]
- C-4.23 Management Internal Control Program. [Amended 11-3-2020]

- ARTICLE V FINANCIAL PROCEDURES [Amended 11-3-2020]
 - C-5.01 Fiscal Year. [Amended 11-4-2008]
 - C-5.02 Budget and Financial Review Board.
 - C-5.03 Preparation of the Budget.
 - C-5.04 Budget Message.
 - C-5.05 Budget Content.
 - C-5.06 Submission of the Budget.
 - C-5.07 Adoption of the Budget.
 - C-5.08 Reserve Funds.
 - C-5.09 Appropriation and Revenue Ordinances.
 - C-5.10 Amendments After Adoption.
 - C-5.11 Lapse of Appropriations.
 - C-5.12 Administration of the Budget.
 - C-5.13 Overspending of Appropriations Prohibited.
 - C-5.14 Capital Program.
 - C-5.15 Town Council Action on Capital Program.
 - C-5.16 Public Records.
 - C-5.17 Borrowing.
 - C-5.18 Banking.
 - C-5.19 Purchasing.
 - C-5.20 Five (5) Year Comprehensive Audit.
 - C-5.21 Other Post-Employment Benefits Trust Fund.

- ARTICLE VI SCHOOL COMMITTEE
 - C-6.01 Composition, Selection, Term.
 - C-6.02 Eligibility.
 - C-6.03 Organization.
 - C-6.04 Compensation.
 - C-6.05 Vacancies, Forfeiture of Office, Filling of Vacancies.
[Amended 11-4-2008; 11-3-2020]
 - C-6.06 Powers and Duties

- ARTICLE VII TOWN ELECTIONS
 - C-7.01 Town Elections.
 - C-7.02 Canvassing Authority.

- ARTICLE VIII INITIATIVE AND REFERENDUM
 - C-8.01 General Authority.
 - C-8.02 Commencement of Proceedings, Petitioners' Committee, Affidavit.
[Amended 11-4-2008]
 - C-8.03 Petitions. [Amended 11-4-2008]
 - C-8.04 Procedure After Filing.
 - C-8.05 Referendum Petitions, Suspension of Effect of Ordinance.
 - C-8.06 Action on Petitions.
 - C-8.07 Results of Election.

- ARTICLE IX RECALL
 - C-9.01 General Authority.
 - C-9.02 Commencement of Proceedings; Petitioners Committee; Affidavit.
 - C-9.03 Petitions.
 - C-9.04 Procedure After Filing.
 - C-9.05 Submission to Voters.
 - C-9.06 Results of Election.

- ARTICLE X COURTS
 - C-10.01 Probate Court.
 - C-10.02 Municipal Court.³ [Amended 11-4-2008]

- ARTICLE XI CHARTER AMENDMENT
 - C-11.01 Proposal of Amendment.
 - C-11.02 Charter Review Commission. [Amended 11-4-2008]

- C-11.03 Vote on Amendment; Adoption of Amendment.

- ARTICLE XII MISCELLANEOUS PROVISIONS

- C-12.01 Public Records.
- C-12.02 Open Meetings.
- C-12.03 Ethics and Conflict of Interest.
- C-12.04 Dual Office Holding.
- C-12.05 Term of Office.
- C-12.06 Availability of Town Budget. [Amended 11-4-2008]
- C-12.07 Technical Changes. [Added 11-4-2008]

- ARTICLE XIII SEPARABILITY PROVISION [Amended 11-4-2008]

- C-13.01 Separability.

G. Consider, discuss and act upon Charter Review Commission meeting schedule.

H. Public comment.

I. Adjournment.

AGENDA POSTED: APRIL 30, 2026

The public is welcome to any meeting of the Charter Review Commission. If communication assistance (readers/interpreters/captions) or any other accommodation to ensure equal participation is needed, please contact the Smithfield Town Manager's office at 401-233-1010 at least forty-eight (48) hours prior to the meeting.