

PORTSMOUTH CONSERVATION COMMISSION CHARTER  
( Adopted by Town Council, Monday, Sept. 14, 1992)

1.0 Conservation Commission

SEC. 1-1. Created: number, qualifications and appointment of members.

There is hereby created a Conservation Commission of the Town of Portsmouth consisting of seven members, all of whom shall be qualified electors of the town. These seven persons shall be appointed by the Town Council in accordance with the provisions of title 45, chapter 35 of the General Laws of Rhode Island, 1956.

Sec. 1-2. Compensation, appointment and term of members: filling vacancies.

The persons appointed to the Conservation Commission shall serve without compensation and for a term of three years. As terms of office expire, the Town Council shall appoint members for three-year terms. Vacancies caused by resignation, death or for any other reason, shall be filled by appointment for a three-year term. Members shall hold office until their successors have been duly appointed.

Members that miss more than three consecutive, unexcused, regularly scheduled meetings will be reviewed in respect to their continued service on the Conservation Commission. A regularly scheduled meeting is defined as a meeting planned and agreed upon at a previous meeting with a majority of members in attendance.

Sec. 1-3. Officers; who presides at meetings; minutes of meetings and transactions.

The Conservation Commission shall elect its chairman from its members and his/her term of office shall be for one year. He/she may be eligible for re-election thereafter. The commission shall also elect a secretary in the same manner as the chairman.

The chairman of the commission shall preside over all meetings and, in his/her absence, the vice-chairman, if such an office exists. In the event that the commission fails to elect a vice-chairman, the members of the commission shall appoint a temporary chairman to conduct any meeting in the absence of the chairman.

It shall be the duty of the secretary to keep minutes of all commission meetings, record all its transactions and authenticate same. All such records shall be kept by the secretary as the commission's permanent records, which shall be available to the general public for inspection at all times after the authentication thereof.

Sec. 1-4. Powers and duties-Generally.

The Conservation Commission shall have such power and duties as are prescribed in title 45, chapter 35 of the General Laws of Rhode Island, 1956, and shall have as its objectives:

- (1) To protect and develop the natural resources;
- (2) To protect the watershed resources; and
- (3) To preserve natural aesthetic areas within the town.

Such commission shall conduct research into its local land areas and shall seek to coordinate the activities of unofficial bodies organized for similar purposes, and may advertise, prepare, print and distribute books, maps, charts, plans and pamphlets which are, in its judgment, it deemed necessary for its work, subject to the availability of funds for such purposes. It shall make and keep an index of all open spaces within the town publicly or

privately owned land including open marshlands, swamps, and other wetlands. For the purpose of obtaining information on the proper use of such areas, it may recommend to the Town Council a program for the better promotion, development, utilization, or preservation of open areas, streams, shores, wooded areas, roadsides, swamps, marshlands, and natural aesthetic areas

The Commission shall have power, subject to the approval of the Town Council, to appoint clerks and other employees it may from time to time require.

Sec. 1-5. Same-Assistance to be rendered by other town departments, etc.; preparation and distribution of pamphlets, etc.

The Conservation Commission, in carrying out its program, may call on other departments, boards or agencies of the town for such information, assistance or advice as may conveniently be rendered by such departments, boards or agencies, and may advertise, prepare, print or distribute maps, charts, plans and pamphlets which, in its judgment, are deemed necessary for its work within the limit of any funds that may be provided for such work.

Sec. 1-6. Same-Consultations required prior to making findings; conformance with master plan.

The Conservation Commission, prior to making any findings shall consult with any other department, board or agency of the town that may be in any way indirectly affected thereby, and shall be entitled to receive from any other department, board or agency information concerning any plans, projects or contemplated work that will affect the program or objectives of the commission. Any action relating to land use or other physical aspects of the town shall be in general conformance with any master plan that may have been adopted by the Town Council.

Sec. 1-7. Same-Receipt and application of gifts.

The Conservation Commission may receive gifts of funds, lands, buildings or other properties in the name of the Town of Portsmouth, subject to the approval of the Town Council, and may thereafter manage the same in accordance with the objectives set forth in this division, and the purposes set forth in title 45, chapter 35 of the General Laws of Rhode Island, 1956. This authority shall not be construed or exercised to deny to the people free access to such lands, or to any other land held by or for the town for recreational purposes.

Sec. 1-8. Rules for transaction of business; records of resolutions, findings, determinations, etc.

The Conservation Commission shall adopt rules for the transaction of its business and shall keep permanent and accurate records of all its resolutions, transactions, findings, determinations and recommendations.

Sec. 1-9. Public meetings; right to be heard.

All meetings of the Conservation Commission shall be open to the public, and any person or his duly constituted representative shall be entitled to appear and be heard on any matter before the commission before it reaches a final decision on such matter. Notices of meetings shall be posted at the Town Hall no less than 72 hours prior to the actual meeting time.

Sec. 1-10. Public meetings; voting and conduct.

All meetings of the Conservation Commission shall be conducted according to Roberts Rules of Order. Motions shall be passed with a quorum of three members.

Sec. 1-11. All records to be public records; annual reports.

All records of the Conservation Commission shall become public records. The Commission shall file an annual report on or before the last day of June of each year.

**TOWN OF PORTSMOUTH, RI**

**RESOLUTION # 2004-09-27 A**

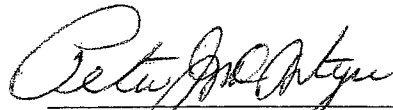
RESOLUTION of the Town Council of the Town of Portsmouth, Rhode Island:

The PORTSMOUTH CONSERVATION COMMISSION CHARTER, created by vote of the Town Council of the Town of Portsmouth, Rhode Island, on September 14, 1992, is hereby amended by deleting SEC. 1-1, and substituting therefore the following:

SEC. 1-1 Created: number, qualifications and appointment of members.

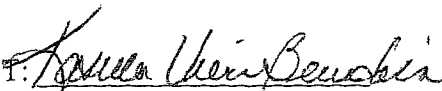
There is hereby created a Conservation Commission of the Town of Portsmouth consisting of seven members all of whom shall be residents of the Town of Portsmouth. These seven persons shall be appointed by the Town Council in accordance with the provisions of title 45, chapter 35 of the General Laws of Rhode Island, 1956, 1999 Reenactment, as amended.

Adopted by vote of the Portsmouth Town Council on the twenty-seventh day of September, A.D. 2004.



Peter J. McIntyre, President,  
Portsmouth Town Council

ATTEST:



Kathleen Viera Beaudoin,  
Town Clerk