

**Town of Burrillville
Charter Review Commission
Charter Item Review Submission Form Instructions**

Each person wishing to address the Charter Review Commission must complete a Submission Form for each specific charter item to be reviewed. Please complete a separate form for each item you would like the Commission to consider. Additional forms can be found on our website, or by calling the Town Clerk's Office.

The forms should be submitted to the Town Clerks Office by **11/30/2021**.

The charter is available for your review on-line at www.burrillville.org, at the town libraries and at town hall.

Section 1 – Category

Indicate your affiliation with the Town of Burrillville.

- Elected Official – Town Council / School Committee Member
- Town Department Head
- Board / Commission Members – Any active member of a Town Board or Commission
- Citizen of Burrillville
- Town Employee

Section 2 – Submitters Information

To be used to contact you if necessary. Submissions will not be considered without this information.

Section 3 – Charter Item Submitted for Consideration

Identify the Article, Section and Title of the item you wish to have reviewed.

Section 4 – What Specifically do you wish to address in this charter item?

Identify the specific language, phrases, words you are proposing to change.

Section 5 – How would you propose to change this item?

Provide a suggestion as to how the item might be changed.

Section 6 – Why does this change need to be made / considered?

Explain why this item should be changed. Provide any basis of fact and/or references to support your proposal.

**Return completed submission forms to the
Town Clerk's Office no later than 11/30/2021**

Burrillville Town Clerk, 105 Harrisville Main Street, Harrisville, RI 02830
townclerk@burrillville.org 401-568-4300