

# Charlestown Budget Commission

## MEETING MINUTES

Town Hall, Council Chambers  
4540 South County Trail  
January 28, 2014, 9:15 AM

**1. Call to Order**

9:23 AM: Richard Sartor, Budget Commission Chairman; Richard Hosp, Vice-Chair ; Linda Philips, Secretary; Henry Heminway; David Bailey; Daniel Slattery, Town Councillor; Mark Stankiewicz, Town Administrator; Patricia Anderson, Town Treasurer; and Michele Blair Voislow, Administrative Assistant. Joining the meeting were Steve McCandless, GIS Dept.; Matt Dowling, Waste Water Specialist; Amy Rose Weinreich, Town Clerk; Jo Anne Santos, Tax Collector.

**2. Discussion and Potential Action Approval of Minutes**

- a. *Motion made by Mr. Heminway **to approve the minutes from the January 24, 2014 meeting.** Seconded by Mr. Hosp. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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**3. Discussion and Potential Action - Old Business**

- a. *None*

**4. Discussion and Potential Action - New Business**

- a. *None*

**5. Discussion and Potential Action - Review of Department Budgets:**

- a. *Motion made by Mr. Bailey **to budget account #455 GIS at \$91,839.** Seconded by Mr. Hosp. Motion carried 3 – 2 with Mr. Heminway and Mr. Bailey voting no.*

Dick Sartor	Y	Henry Heminway	N	David Bailey	N	Linda Philips	Y	Richard Hosp	Y
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- b. *Motion made by Mr. Bailey **to budget account #660 Waste Water at \$111,347.** Seconded by Mr. Heminway. Motion carried unanimously 5 – 0 with the provision to revisit Line Item #660-6055 Professional Services after the next Waste Water Commission meeting on February 12, 2014.*

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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- c. *Motion made by Mr. Hosp **to accept Line Item # 470-5010 Wages by changing the Part-time Clerk's position (in the Town Clerk's budget) to reflect a full-time position.** Seconded by Mr. Heminway. Motion carried 4 – 1 with Mr. Sartor voting no. After the vote Mr. Sartor requested back up support information from Mrs. Weinreich.*

Dick Sartor	N	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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- d. *Motion made by Mr. Hosp **to budget account #470 Town Clerk at \$219,438.** Seconded by Mr. Heminway. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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- e. *Motion made by Mr. Heminway **to budget account #460 Tax Collector at \$111,411.** Seconded by Mr. Bailey. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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**6. Future Meeting Schedule 9:15 AM**

- a. All meetings will be held in Council Chambers on Tuesdays and Fridays and will start at **9:15 AM** unless otherwise noted. **January 31; February 4, 7, 11, 14, 18, 21, 25, 28; March 4, 7, 11, 14, 18, 21**

**7. Public Comment**

None

**8. Adjournment**

- Motion made by Mr. Bailey **to adjourn at 11:28 AM.** Seconded by Mr. Hosp. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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