

# Charlestown Budget Commission Open Meeting/Regular Meeting Minutes

October 31, 2014  
9:15 AM Council Chambers

Town Hall  
4540 South County Trail  
Charlestown, RI 02813

**1. CALL TO ORDER**

Attendee Name	Title	Status	Arrived
Richard Sartor	Chair	Present	
Henry Heminway	Vice-chair	Present	
Linda H. Philips	Secretary	Present	
David Bailey	Comm. Member	Excused	
Daniel J. Slattery	Councilman	Present	
Mark Stankiewicz	Town Administrator	Present	
Patricia Anderson	Treasurer	Present	
Michele Blair Voislow	TA's Admin. Ass't.	Present	

**2. APPROVAL OF MINUTES**

- a. Discussion and Potential Action on Minutes of March 28, 2014

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Linda H. Philips, Secretary
<b>SECONDER:</b>	Henry Heminway, Vice-chair
<b>AYES:</b>	Sartor, Heminway, Philips

**3. PUBLIC COMMENT**

None

**4. OLD BUSINESS**

None

**5. NEW BUSINESS**

- a. Discussion and Potential Action Regarding Budget Commission Resignations and Vacancies

Richard Hosp's resignation was received and accepted by the Town Council.  
David Bailey's resignation will be on the December Town Council agenda.  
With two resignations, there will be two vacancies on the Budget Commission.  
Chairman Sartor presented one Budget Commission application.

<b>RESULT:</b>	<b>NO VOTE TAKEN</b>
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- b. Budget Commission Members' Terms of Office

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The public is welcome to any meeting of the Budget Commission. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact (711-364-1210) at least three (3) business days prior to the meeting.

Discussion ensued on the Budget Commission members' terms of office. Mr. Sartor's and Mr. Heminway's terms will end January 31, 2015. This will need to be presented to the Town Council at the December 10<sup>th</sup> meeting. Once approved by the Town Council, these two members will be sworn in again, prior to January 31<sup>st</sup>, by Town Clerk Amy Rose Weinreich. It was discussed and agreed upon that members' terms need to be staggered in years in order to not have multiple vacancies at one time. Mrs. Anderson will investigate the Charlestown Charter to see if this can be accomplished.

**RESULT: NO VOTE TAKEN**

c. Discussion and Potential Action Regarding Election of Officers

Motion made for officers to retain their current positions (R. Sartor, Chair; H. Heminway, Vice Chair; L. Philips, Secretary).

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Linda H. Philips, Secretary  
**SECONDER:** Henry Heminway, Vice-chair  
**AYES:** Sartor, Heminway, Philips

d. Discussion and Potential Action Regarding General Discussion of 2015 - 2016 Budget

General discussion of how the budget looks going into the new budget season.

**RESULT: NO VOTE TAKEN**

e. Discussion and Potential Action Regarding Future Meeting Dates

Chairman Sartor asked Mrs. Voislow to compile the future meeting schedule (Tuesdays and Fridays beginning in January 2015 and ending in March 2015).

Future meetings will be held in Council Chambers at 9:00 AM. The dates are as follows:

January	13,	16,	20,	23,	27,	30		
February	3,	6,	10,	13,	17,	20,	24,	27
March	3, 6, 10, 13, 17, 20, 24, 27, 31							

**RESULT: NO VOTE TAKEN**

## 6. ADJOURNMENT

a. Adjourn

Motion to adjourn at 10:45 AM.

**RESULT: APPROVED [UNANIMOUS]**  
**MOVER:** Linda H. Philips, Secretary  
**SECONDER:** Henry Heminway, Vice-chair  
**AYES:** Sartor, Heminway, Philips