

Charlestown Budget Commission

MEETING MINUTES

Town Hall, Council Chambers
4540 South County Trail

January 17, 2014, 9:15 AM

1. Call to Order

9:20 AM: Richard Sartor, Budget Commission Chairman; Richard Hosp, Vice-Chair; Linda Philips, Secretary; Henry Heminway; David Bailey; Mark Stankiewicz, Town Administrator; Patricia Anderson, Town Treasurer; Ken Swain, Tax Assessor attended for discussion of budgets for which he is responsible. Daniel Slattery, Town Councilor and Michele Blair Voislow, Administrative Assistant were excused.

2. Approval of the Minutes of the January 14, 2014 meeting was postponed until the minutes could be distributed to the Commission.

3. New business: Mark Stankiewicz will conduct a management salary study, comparing Charlestown salaries with other communities, and reviewing positions for expanded job responsibilities.

It was noted that the budget as presented to the Committee represents a 2.7% increase over last year.

4. Discussion and Potential Action - Review of Department Budgets:

Motion was made by Linda Philips to budget account #410 Town Council for \$28,350. Seconded by Richard Hosp. Motion was carried 5-0

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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Motion was made by Richard Hosp to budget account #420 Town Administrator for \$171,997. Seconded by David Bailey. Motion was carried 5-0

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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Motion was made by Richard Hosp to budget account #430 Election Unit for \$18,179. Seconded by Henry Heminway. Motion was carried 4-1, David Bailey voting NO.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	N	Linda Philips	Y	Richard Hosp	Y
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Motion was made by David Bailey to budget account #440 Treasurer for \$189,243. Seconded by Henry Heminway. Motion was carried 5-0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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Motion was made by Linda Philips to budget account #450 Tax Assessor for \$148,954. Seconded by David Bailey. Motion was carried 5-0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Y	Linda Philips	Y	Richard Hosp	Y
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5. Future Meeting Schedule

All meetings will be held in Council Chambers on Tuesdays and Fridays and will start at **9:15 AM** unless otherwise noted.

January 21, 24, 28, 31

February 4, 7, 11, 14, 18, 21, 25, 28

March 4, 7, 11, 14, 18, 21

6. Public Comment

None

7. Adjournment

Motion made by David Bailey to adjourn at 11:25 AM.

Seconded by Henry 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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