

Charlestown Budget Commission

MEETING MINUTES

Town Hall, Council Chambers
4540 South County Trail

February 7, 2014, 9:15 AM

1. Call to Order

9:25 AM: Richard Sartor, Budget Commission Chairman; Linda Philips, Secretary; Henry Heminway; Daniel Slattery, Town Councilor; Mark Stankiewicz, Town Administrator; Patricia Anderson, Town Treasurer; and Michele Blair Voislow, Administrative Assistant. Commission member Richard Hosp was excused, listened via phone, but was non-voting. Commission member David Bailey was excused.

2. Discussion and Potential Action Approval of Minutes

- a. Motion made by Mr. Heminway to approve the minutes from the February 4, 2014 meeting.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	absent	Linda Philips	Y	Richard Hosp	No vote
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3. Discussion and Potential Action - Old Business

- a. *None*

4. Discussion and Potential Action - New Business

- a. *Short discussion on School Funding.*

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

- a. Motion made by Mr. Heminway to budget account #480 Planning at \$118,765.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Absent	Linda Philips	Y	Richard Hosp	No vote
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- b. Motion made by Mr. Heminway to budget account #490 Central Services at \$275,100.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Absent	Linda Philips	Y	Richard Hosp	No vote
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- c. Motion made by Mr. Heminway to budget account #570 Municipal Court at \$6,800.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Absent	Linda Philips	Y	Richard Hosp	No vote
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- d. Motion made by Mr. Heminway to budget account #940 Professional Services at \$340,600.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	absent	Linda Philips	Y	Richard Hosp	No vote
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- e. Motion made by Mrs. Philips to budget account #950 Town Insurance at \$205,000.
Seconded by Mr. Hemiwnay. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	absent	Linda Philips	Y	Richard Hosp	No vote
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- f. Motion made by Mr. Heminway to budget account #960 Council Contingency at \$19,000 which reflects a \$3,000 increase to fund three job reclassifications of the following CPMA members: Treasurer going from grade 6D to 7A, Building Official going from grade 5B to 6A and DPW Director going from grade 6D to 7A.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	absent	Linda Philips	Y	Richard Hosp	No vote
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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. **February 11, 14, 18, 21, 25, 28; March 4, 7, 11, 14, 18, 21**

7. Public Comment

None

8. Adjournment

Motion made by Mr. Heminway to adjourn at 11:24 AM.
Seconded by Mrs. Philips. Motion carried unanimously 3 - 0.

Dick Sartor	Y	Henry Heminway	Y	David Bailey	Absent	Linda Philips	Y	Richard Hosp	No vote
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