

# Charlestown Budget Commission

## MEETING MINUTES

Town Hall, Council Chambers  
4540 South County Trail  
March 18, 2016

**1. Call to Order**

9:10 AM: Richard Sartor, Budget Commission Chairman; Linda Philips, Secretary; Henry Heminway; Daniel Slattery; Art Haskins, Mark Stankiewicz, Town Administrator; Patricia Anderson, Town Treasurer; and Michele Blair Voislow, Administrative Assistant. Tom Gentz, Council Liaison was excused.

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

- a. *Motion made by Mrs. Philips **to approve the minutes from the March 11, 2016 meeting.**  
Secinded by Mr. Slattery. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---

**3. Public Comment**

- a. None

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

- a. None

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

- a. None

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

- a. *Motion made by Mr. Slattery to reconsider the Account Total Revenue.  
Secinded by Mrs. Philips. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---

- b. *Motion made by Mrs. Philips **to budget total Revenue at \$27,604,068.**  
Secinded by Mr. Haskins. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---

- c. *Motion made by Mrs. Philips **to budget total Revenue and Expenditures at \$27,604,068.**  
Secinded by Mr. Slattery. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---

- d. *Motion made by Mr. Slattery **to approve the Budget Transmittal Letter to the Town Council as amended.**  
Secinded by Mr. Heminway. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---

**7. Future Meeting Schedule**

- a. Regular Budget Commission meetings are now concluded.  
April 11, 2016 Transmittal letter will be presented to the Town Council.  
May 2, 2016 Budget Hearing.

**8. Adjournment**

*Motion made by Mr. Slattery **to adjourn at 9:40 AM.**  
Secinded by Mr. Haskins. Motion carried unanimously 5 – 0.*

Dick Sartor	Y	Henry Heminway	Y	Dan Slattery	Y	Linda Philips	Y	Art Haskins	Y
-------------	---	----------------	---	--------------	---	---------------	---	-------------	---