

**CHARLESTOWN BUDGET COMMISSION**  
Open Meeting/Regular Meeting  
Minutes

**JANUARY 24, 2025**

9:00 a.m. Council Chambers

**TOWN HALL**

4540 South County Trail  
Charlestown, RI 02813

**CALL TO ORDER**

Ms. Andersen called the meeting to order at 9:02 a.m. In attendance were Greg Plunkett, Paula Andersen, Tim Kenefick, Bill Dunn, Mike Marcelynas, Council Liaison Stephen Stokes, Town Treasurer Patrick Gormley, Town Administrator Jeff Allen and Administrative Assistant Susan Shea.

Chair Kenefick asked everyone in attendance to go around the table and introduce themselves.

**APPROVAL OF MINUTES**

It was moved by Mr. Andersen and seconded by to approve the January 17, 2025 with a change of striking the section where it indicated a motion was made to appoint a Secretary. Motion approved unanimously.

**PUBLIC COMMENT:**

None

**NEW BUSINESS**

**Charlestown Police Department**

Chief Michael Paliotta, Lt. Phil Gingerella and Lt. David Westervelt were present representing the Charlestown Police Department.

Patrick explained that the supplemental information he provided to the commission gives a snapshot of where we are trending, what we are proposing, and increased percentages and identifies what is contractual and what is not. If the commission would like to see any changes or wants, additional information provided to let him know. He'll make available the information along with the narratives on the Friday meetings for the departments that are scheduled to be heard the following week. This will give the commission the weekend to review prior to their next meeting.

Chief Paliotta gave an overview of his department.

Mr. Kenfick asked about the Red Light tickets. The Chief explained that the third shift sergeant reviews the tickets and approves or dismisses based on the video. Red Light tickets were down this year but one of the 4 cameras was not operable for 5-6 months.

The Chief said they are looking to replace two police vehicles (one marked and one unmarked). Behind the police department, they have 75' x 50' area now, being covered in grass and stone, to instead have asphalt poured. It is a heavily used area with employee parking and police vehicles and equipment.

The Chief explained that the HVAC system is 20 years old and every part has been replaced to the point that if anything else happens to it most of the parts are no longer made. The Chief would like to see a fund in place for maintaining the equipment rather than waiting for them to fail and then not having funding in place which then becomes an emergency.

### **Animal Control**

Kathy Mc A’Nulty, Animal Control was present. Part of the shelter was renovated last year. The only increase this year is \$1.00 per hour raise for each of the two part-time personnel. There are no capital improvement items in the budget this year.

### **Coastal Ponds**

Paul Casey introduced himself. Mr. Casey is the newly appointed Harbormaster. A new boat was purchased last year. There is an increase in mooring permits to \$160.00. The Coastal Ponds Commission had a meeting where they officially approved their budget for FY ’25 – FY ’26.

Administrator Allen conferred with the Town Clerk about the position of Secretary to the Budget Commission. The Charter requires a Chair and a Secretary. A motion was made Ms. Andersen and seconded by Mr. Dunn to appoint Mr. Plunkett as Secretary. Motion carries unanimously.

On Tuesday January 25, 2025, the Budget Commission will hear from the Department of Public Works and on Friday, January 31<sup>st</sup> the Parks and Recreation will present their budget.

### **ADJOURNMENT**

Ms. Andersen made a motion to adjourn at 10:52 a.m.

Date Approved: January 28, 2025

Susan R. Shea, CMC  
Administrative Assistant