

CHARLESTOWN BUDGET COMMISSION
Open Meeting/Regular Meeting
Minutes

JANUARY 27, 2026

1:00 p.m. Council Chambers

TOWN HALL

4540 South County Trail
Charlestown, RI 02813

CALL TO ORDER

Mr. Marcelynas called the meeting to order at 1:00 p.m. In attendance were Greg Plunkett, Mike Marcelynas, Joseph Dolock, Town Treasurer Patrick Gormley, Town Administrator Jeffrey Allen and Administrative Assistant Susan Shea. Absent were Tim Kenefick and Council Liaison Stephen Stokes.

APPROVAL OF MINUTES

It was moved by Mr. Plunkett and seconded by Mr. Dolock to approve the January 22, 2026 minutes as presented. Motion carries.

PUBLIC COMMENT:

None

DEPARTMENT OF PUBLIC WORKS

Public Works Director Mike DiCicco and Administrative Assistant Bonnie Langlois were present.

Mr. DiCicco introduced himself to the commission. He explained that he has been evaluating how things have been done in the past and making a list of needs.

Director DiCicco said that he purchased an oil-based product when he first started the job that can penetrate through the metal to keep the undercarriages of cars from rusting. It's for preventative maintenance for the fleet of vehicles.

The Director stated that he would be buying a brush cutter. Currently, we have 2 brush cutters; a 2003 and 2012. The 2003 has been repaired 3 times since Mr. DiCiccio started working for the Town. Each time the repairs were \$15,000.

The lease program (Enterprise Lease Listing) would swap out all office and DPW vehicles with brand new vehicles. 14 vehicles in the first year plus one ton dump, a Toyota pickup and 3 F-350 trucks. The total for the first year would be 17 cars. Currently, everyone is driving the vehicles

until they die. Enterprise would take all those vehicles and sell them for us on the open market and those funds will be used to lease new vehicles. Every five years they would be rolling over vehicles. It would significantly reduce the maintenance costs. A preventative maintenance schedule would be established, and Mr. DiCiccio would keep track of it and would be responsible for notifying the cars needing maintenance.

Mr. Gormley spoke of the Enterprise Fund, which is where the CRCC budget can be located. They operate as their own entity. After raising the costs of the CRCC stickers from \$20 to \$30 there will be no need for the town to subsidize them this year.

Administrator Allen explained that we will have the equipment to maintain Charlestown Beach Road, if approved by the Town Council on 1/29/26 at any time. Part of the routine maintenance on that road was applying a dust kill product that reduces the dust from the gravel road. Currently, the town has been outsourcing that service to a third party. The problem with that is they come down to Charlestown on their own schedule, which at times has been problematic with rain occurring right after application which washes away the product.

The Budget Commission reviewed:

410 Town Council
420 Town Administrator
440 Town Treasurer
560 Public Assistance
570 Municipal Court

The commission will be next week on Friday, February 6, 2026 at 9:00 a.m. and will start with Parks and Recreation, Tax Assessor and Tax Collector.

At 2:37 p.m. Mr. Plunkett moved to adjourn the meeting with Mr. Dolock seconding. Motion carries.

Date Approved: January 29, 2026

Susan R. Shea, CMC
Administrative Assistant