

Charlestown Budget Commission Open Meeting/Regular Meeting Final

**February 15, 2022
9:30 AM Council Chambers**

**Town Hall
4540 South County Trail
Charlestown, RI 02813**

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Paula Andersen	Commissioner	Remote	
Richard Sartor	Chair	Remote	
Linda H. Philips	Vice-chair	Remote	
Arthur Haskins	Commissioner	Remote	
Gregory J. Plunkett	Commissioner	Remote	
Susan J. Cooper	Councilor	Remote	
Mark Stankiewicz	Town Administrator	Remote	
Irina Gorman	Treasurer	Remote	
Michele Blair Voislow	TA's Admin. Ass't.	Remote	

Christopher Spino, Treasury Dept.'s Cash Accountant, answered questions when asked.

2. APPROVAL OF MINUTES

a. February 11, 2022

1. Motion to approve the minutes from February 11, 2022

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Gregory J. Plunkett, Commissioner
SECONDER:	Arthur Haskins, Commissioner
AYES:	Andersen, Sartor, Philips, Haskins, Plunkett

3. PUBLIC COMMENT

None

4. OLD BUSINESS - DISCUSSION AND POTENTIAL ACTION CONCERNING THE FOLLOWING BUDGET ACCOUNTS, TO INCLUDE BUT NOT BE LIMITED TO POTENTIAL REVIEW, ANALYSIS, MODIFICATION, INCREASE, DECREASE, ELIMINATION, REVISION, REQUEST FOR ADDITIONAL INFORMATION, CONTINUATION AND VOTE:

The topic centered on the Undesignated Fund Balance account and the Town Council meeting of February 14, 2022. Town Administrator, Mark Stankiewicz read a memo from him to the Town Council. A memo to the Town Council from the Budget Commission, was read by Vice Chair Linda Philips. Both memos are attached to today's minutes.

- a. *General Fund Revenues:*
 - b. *General Fund Expenditures:*
 - c. *410 Town Council*
 - d. *420 Town Administrator*
 - e. *430 Board of Canvassers*
 - f. *450 Tax Assessor*
 - g. *440 Treasurer*
 - h. *445 Information Technology*
 - i. *455 GIS*
 - j. *460 Tax Collector*
 - k. *470 Town Clerk*
 - l. *480 Town Planner*
 - m. *520 Building Inspector*
 - n. *560 Public Assistance*
 - o. *570 Municipal Court*
 - p. *660 Waste Water Management*
 - q. *800 Senior Center/Community Center*
 - r. *810 Recreation Administration*
 - s. *815 Recreation Programs*
 - t. *820 Charlestown Town Beach*
 - u. *830 Ninigret Park*
 - v. *Enterprise Funds:*
5. **NEW BUSINESS - DISCUSSION AND POTENTIAL ACTION CONCERNING THE FOLLOWING BUDGET ACCOUNTS, TO INCLUDE BUT NOT BE LIMITED TO POTENTIAL REVIEW, ANALYSIS, MODIFICATION, INCREASE, DECREASE, ELIMINATION, REVISION, REQUEST FOR ADDITIONAL INFORMATION, CONTINUATION AND VOTE:**
- a. *General Fund Revenues:*
 - i. **310 Tax Revenue**
 - ii. **320 Intergovernmental Revenue**
 - iii. **330 Public Records Revenue**
 - iv. **340 Department Revenue**
 - v. **350 Miscellaneous Revenue**

b. General Fund Expenditures:**i. 490 Central Services****ii. 510 Police Department****iii. 530 Emergency Management****iv. 540 Animal Control****v. 610 DPW Administration**

DPW Director Alan Arsenault gave an overview of his department. Then each line item was reviewed, questioned and discussed. No vote taken.

vi. 620 DPW Highway & Roads

Each line item was reviewed, questioned and discussed with DPW Director Alan Arsenault. No vote taken.

vii. 630 DPW Buildings & Grounds

Each line item was reviewed, questioned and discussed with DPW Director Alan Arsenault. No vote taken.

viii. 640 CRCC Mandated Monitoring

Each line item was reviewed, questioned and discussed with DPW Director Alan Arsenault. No vote taken.

ix. 720 Outside Agencies**x. 730 Local Agencies****xi. 740 Boards & Commissions****xii. 780 Chariho Education****xiii. 850 Blue Shutters Beach****xiv. 900 Debt Service****xv. 920 Employee Benefits****xvi. 940 Professional Services****xvii. 950 Town Insurance****xviii. 960 Council Contingency****xix. 990 Capital Improvements****xx. 995 Transfers Out****c. Enterprise Funds:****i. 05 Residential Collection Center****ii. 06 Coastal Pond**

6. FUTURE MEETING SCHEDULE

All meetings will be held in Council Chambers on Tuesdays and Fridays and will start at 9:30 AM unless otherwise noted.

a. February 18, 2022**7. ADJOURNMENT****a. Motion to adjourn at 11:25 AM**

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Arthur Haskins, Commissioner
SECONDER:	Linda H. Philips, Vice-chair
AYES:	Andersen, Sartor, Philips, Haskins, Plunkett