

# Charlestown Budget Commission Open Meeting/Regular Meeting Final

February 25, 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	Excused	
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 Department's Cash Accountant, was available to answer any questions if asked.

**2. APPROVAL OF MINUTES**

- a. Motion to approve the minutes of February 22, 2022

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Paula Andersen, Commissioner
<b>SECONDER:</b>	Gregory J. Plunkett, Commissioner
<b>AYES:</b>	Andersen, Sartor, Philips, Plunkett
<b>EXCUSED:</b>	Haskins

**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:**

**a. General Fund Revenues:**

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:*
- b. *General Fund Expenditures:*
- c. *Enterprise Funds:*

**b. *General Fund Expenditures:***

- c. *410 Town Council*
- d. *420 Town Administrator*
- e. *430 Board of Canvassers*
- f. *440 Treasurer*
- g. *445 Information Technology*
- h. *450 Tax Assessor*
- i. *455 GIS*
- j. *460 Tax Collector*
- k. *470 Town Clerk*
- l. *480 Town Planner*
- m. *510 Police Department*
- n. *520 Building Inspector*
- o. *540 Animal Control*
- p. *560 Public Assistance*
- q. *570 Municipal Court*
- r. *610 DPW Administration*
- s. *620 DPW Highway & Roads*
- t. *630 DPW Buildings & Grounds*
- u. *640 CRCC Mandated Monitoring*
- v. *660 Waste Water Management*
- w. *800 Senior Center/Community Center*
- x. *810 Recreation Administration*
- y. *815 Recreation Programs*
- z. *820 Charlestown Town Beach*
- aa. *830 Ninigret Park*
- ab. *850 Blue Shutters Beach*
- ac. *Enterprise Funds:*
- ad. *05 Residential Collection Center*

**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:**

There was information and discussion regarding the American Rescue Plan. The Town expects to receive approximately \$2.3M from this federal legislative program in a lump sum.

**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. 530 Emergency Management**

This account was reviewed, questioned and discussed with Kevin Gallup, Charlestown Emergency Management Director.

**iii. 720 Outside Agencies**

Discussion ensued regarding each agency's (account #720) grant history and their requests for FY '22/'23.

**iv. 730 Local Agencies**

Cross Mills Library grant request was reviewed, questioned and discussed with Librarian Sarah Ornstein. Other grant requests will be discussed at a future meeting.

The request for the Ninigret Naval Air Memorial was reviewed, questioned and discussed with Frank Glista.

- v. 740 Boards & Commissions**
- vi. 780 Chariho Education**
- vii. 900 Debt Service**
- viii. 920 Employee Benefits**
- ix. 940 Professional Services**
- x. 950 Town Insurance**
- xi. 960 Council Contingency**
- xii. 990 Capital Improvements**
- xiii. 995 Transfers Out**

*c. Enterprise Funds:*

*i. 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. March 1, 2022 Council Chambers*

**7. ADJOURNMENT**

a. Motion to adjourn at 10:50 AM.

<b>RESULT:</b>	<b>APPROVED [UNANIMOUS]</b>
<b>MOVER:</b>	Linda H. Philips, Vice-chair
<b>SECONDER:</b>	Gregory J. Plunkett, Commissioner
<b>AYES:</b>	Andersen, Sartor, Philips, Plunkett
<b>EXCUSED:</b>	Haskins