

Charlestown Budget Commission Open Meeting/Regular Meeting Final

**March 23, 2018
9:00 AM Council Chambers**

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

1. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Daniel J. Slattery	Secretary	Present	
Richard Sartor	Chair	Present	
Linda H. Philips	Vice-chair	Present	
Arthur Haskins	Commissioner	Present	
Gregory J. Plunkett	Commissioner	Present	
Julie A. Carroccia	Council Vice-president	Excused	
Mark Stankiewicz	Town Administrator	Present	
Patricia Anderson	Treasurer	Present	
Michele Blair Voislow	TA's Admin. Ass't.	Present	

Assistant Town Treasurer, Jeannine Raymond was observing.

2. APPROVAL OF MINUTES

- a. Motion to approve the minutes from March 20, 2018

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

3. PUBLIC COMMENT

None

4. OLD BUSINESS

The Budget Commission Reviewed the contents of the final recommendation letter to the Town Council.

- a. Motion to accept the Commission's budget recommendation letter to the Town Council.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Daniel J. Slattery, Secretary
SECONDER:	Linda H. Philips, Vice-chair
AYES:	Slattery, Sartor, Philips, Haskins, Plunkett

5. NEW BUSINESS

- a. Motion to approve the following statement regarding the Charlestown Ambulance Rescue Service

The public is welcome to any meeting of the Budget Commission. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact (711-364-1210) at least three (3) business days prior to the meeting.

The Town of Charlestown Budget Commission appreciates the dedication and service of the Charlestown Ambulance Rescue Service to the people of the Town. The valuable services, both at emergencies and from those who labor to improve the organization contribute greatly to the quality of life, health and safety of our residents and the public in our community.

The Charlestown Ambulance Rescue Service has recently requested a fiscal year 2018-19 Town grant in the amount of \$166,800 to support the operation of the ambulance service. In addition, a request was made that the Town provide a new ambulance to supplement the existing capability of medical response, in the amount of \$250,000. The Budget Commission has recommended approval of the requested appropriations to the Town Council and our residents.

In discussions, we have been made aware of the Ambulance Rescue Service officers' and Board of Directors' efforts to improve the business operations of the Corps. The Budget Commission, to assist in those efforts, proposes that they implement the following recommendations:

- A. That the Corps present semi-annual reporting to the Town with updates regarding services provided, operating costs, capital expenditures and purchases. Continuation of work with Charlestown Ambulance Rescue Services' auditing firm to improve financial reporting will also assist the Town in its review and determination of future budgetary requests.
- B. The Budget Commission has recommended that the requested new ambulance be purchased by use of a five-year lease purchase arrangement. It is recommended that the Ambulance Rescue Service pay to the Town, \$16,000 of the estimated \$56,000 first year payment. Subsequent annual payments by the Corps shall be determined during the Town budget process.
- C. The Commission recommends that in order to strengthen the relationship between the Town and the Corps, that a Director of the Ambulance Rescue Service Board of Directors be appointed by the Town to improve communication and support.
- D. It is recommended that the Operational Officers of the Ambulance Rescue Service and the Charlestown Police Department meet on a regularly scheduled basis to insure effective communications, coordination of effort and policies.

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

- b. Motion to forward the above Charlestown Ambulance Rescue Service statement to the Town Administrator, Mark Stankiewicz, for future consideration.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Daniel J. Slattery, Secretary
SECONDER:	Gregory J. Plunkett, Commissioner
AYES:	Slattery, Sartor, Philips, Haskins, Plunkett

6. DEPARTMENT REVIEW

None

7. FUTURE MEETING SCHEDULE

The Budget Commission meetings have concluded.

8. ADJOURNMENT

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- a. Motion to ajourn at 10:45 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Daniel J. Slattery, Secretary
SECONDER:	Linda H. Philips, Vice-chair
AYES:	Slattery, Sartor, Philips, Haskins, Plunkett

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