



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chairman:

John Curtis, Chair

Members:

Bill Brower
Laura Cronin
Alan Donheiser
Ralph Krau
Tom Michael
Jim Sproul

Staff Liaison:

Mark Milne

Councilor Liaison:

Richard Barry

CFAC MEETING MINUTES

04.28.2008

7:00 PM

Selectman's Conference Room

CFAC Members Present: Bill Brower, Laura Cronin, John Curtis, Alan Donheiser, Tom Michael,

CFAC Members Absent: Ralph Krau, Jim Sproul

Councilors Present: None

Staff Present: Mark Milne

1. Upon a quorum duly present, Chairman Curtis called the CFAC meeting to order at 7:02 PM in the Selectman's Conference Room.

2. Approval of Minutes:

A motion was made and seconded to approve the minutes of 03.03.08.
Vote: Unanimous

A motion was made and seconded to approve the minutes of 04.7.08.
Vote: Unanimous

3. Chair Comments: John C. asked if the committee would like to approach the review of the town charter by dividing the comments on the charter into two sections; those that apply to financial matters and those related to non-financial matters.

Laura C. asked about the history of CFAC's role in town government. Tom M. provided a brief history of how CFAC was created and the work the committee has performed over the past several years including, but not limited to, review of capital programs and operating budgets.

4. Staff and Councilor Comments: Mark M. distributed the FY09 vs. FY08 school budget detail. This included the budgets by school site and by line items. Tom M. asked if the previous year's actual numbers could be included in future budget distributions.

Laura C. asked if enrollment trends could be provided. Mark replied that this information is available on the DOE's web site; however, it is not broken down by school building. He will collect what he can from the school for the committee.

5. Old Business

Review Comments Made on Current Town Charter.

Bill B. passed out a copy of the current charter which incorporated comments made by himself, Ralph K. and Jim S. Bill encouraged other CFAC members to provide any comments they may have and he would incorporate them into the handout.

Alan D. asked if the document should be reviewed sequentially and if CFAC should only address items within CFAC's purview. After several discussions it was agreed that one annotated document would be submitted to the Charter Commission and CFAC would not make recommendations as to the wording that should be included in the Charter, but rather, ideas to be considered.

John C. suggested that CFAC be added to Part X of the document. Alan D. inquired the committee if the Town's Finance Director should be considered an ex-officio member of any Finance Committee?

After reviewing several comments under several different sections of the Charter, the committee discussed at length if their comments should be limited to matters of a financial nature or any area of the document they think needs examination by the Charter Commission. Tom M. commented that CFAC may only want to comment on financial matters and if any committee member wanted to address other areas they could approach the Charter Committee on their own.

Alan D. suggested that the Chair may want to make the decision as to what is relevant and what is not for report purposes. Mark M. asked if CFAC knew if any other board or committee is taking a similar approach to reviewing the charter and, if not, then perhaps it would be best to focus on just the financial substance.

Bill B. suggested that the committee focus on Part VI - Financial. He then asked all committee members to send him any additional comments they may have and he will add them to the document.

6. Discussions: Mark M. passed out a summary of the FY09 operating budget. The books are at the printers and CFAC members will receive them when they come back. Due to time constraints, Mark suggested that the next meeting on May 5th be devoted to a review of the budget and the Charter review be postponed. The committee may need an extra meeting to review the budget as well.

A motion was made and seconded to hold a special meeting on May 12, 2008 to continue to review the operating budget.

Vote: Unanimous

Mark will find a room and post the special meeting notice.

7. Adjournment

Upon a motion duly made and seconded, it was voted to adjourn at 8:45 PM

VOTE: Unanimous.

The next meeting for CFAC is scheduled for May 5th, 2008 in the Selectmen's Conference Room at 7:00 PM