



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

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### CFAC Committee:

#### Chairman:

Bill Brower

#### Members:

Robert Ciolek  
Laura Cronin  
Stanley Hodkinson  
Ralph Krau  
Henry McClean  
Tom Michael

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

Richard Barry  
James Munafo Jr.

### CFAC MEETING MINUTES

3.21.11

7:00 PM

Growth Management Conference Room

CFAC Members Present: Bill Brower, Robert Ciolek, Laura Cronin, Stanley Hodkinson, Tom Michael, Henry McClean

CFAC Members Absent: Ralph Krau

Councilors Present: Hank Farnham

Staff Present: Mark Milne - Finance Director, Deb Childs - Finance/Budget Analyst

#### 1. Call to Order

Upon a quorum duly present, Bill Brower called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

#### 2. Act on Minutes

Motion made and accepted to approve the minutes of 02.22.11.

Vote: Unanimous

Motion made and accepted to accept the minutes of 03.07.11

Vote: Unanimous

### 3. Chairman, Staff & Councilor Comments

Bill Brower spoke with both Council President Chirigotis and Councilor Barton regarding the Solid Waste review. Bill expected a letter prior to tonight's meeting but as of now has not received any communication.

Bob C. indicated that his discussions with Richard Elhrick gave him the impression that once the two committees had come to agreement on the division of responsibilities a letter would be forthcoming.

Mark Milne informed the committee that a webinar would be occurring on Wed. March 23<sup>rd</sup> for department heads. The webinar would be provided by International City/County Management Association (ICMA) and the topic would be Performance Measures. The goal is to provide an overview and initial education on Performance Measures. Mark noted this was a direct result of recommendations made by this committee. Mark forwarded three articles to the committee members which overview current programs in other communities.

Mark noted the FY12 CIP plan was presented to the Town Council. All items were referred to a public hearing on April 7<sup>th</sup>.

Mark also noted the Council voting in approval of refilling special legislation to create a Sewer Trust Fund. He noted it would be some time until any results would be known.

Councilor Farnham provides some background on his involvement with the CFAC committee. He relayed his disappointment in the lack of council presence at the meetings. He values and respects the committees work and hopes to see improved support over the next few months. He also noted that he is on the appointment committee and indicated they have at least one current potential candidate.

Bill B. mentioned the "informational release" that Bob C. prepared to spark public interest in joining the committee. He also mentioned the desire to see some "alternate members", ones that could participate in sub-committees but hold not voting authority.

Bill B. thanked Councilor Farnham for his interest and support.

### 4. Old Business

Mark reviewed the FY12 CIP program that was submitted to the Town Council. He noted that more than half of the projects were also on CFAC's short list of

recommended projects. Mark explained that the plan did not pursue a two year plan for the public roads. Mark will provide copies of the final report to the committee members.

## 5. New Business

### Solid Waste Review

Bob C. shared a letter he drafted outlining the potential division of responsibilities between the CFAC committee and the Renewable Energy Commission with regard to the review of Solid Waste options.

Laura C. inquired when the current contract ends and when negotiations would occur.

Bob C. replied the current contract ends in 2015. He would think by the end of this year a game plan would need to be in place.

Mark Milne indicated recyclables are a main concern for the Renewable Energy commission.

Bill B. inquired what the mission for the REC is.

Councilor Farnham indicated the REC is outlined in the Administrative Code.

Stan H. expressed concern on the lack of communication from Town Council as to who is doing what.

Bill B. suggested approving the concept outlined in Bob's letter with the caveat of waiting on further direction definition of duties from the Town Council.

Bob C. thinks the Council will act once the two committees agree to a division of duties and cooperation.

Tom M. questioned how the committees will effectively work together? Will there be a joint committee?

Henry M. agrees with the outlined concept of CFAC reviewing the finance costs and the REC reviewing solutions and energy saving options.

Councilor Farnham encouraged the committee to email the councils as they may not be aware of the direction the Council Leadership is taking.

Bob C. suggests sending the letter with a cover memo to the Town Council and Town Manager.

Bob C. made a motion to approve and send the letter. Henry M. seconded.

Vote: Four in favor, one abstention, one against. Motion approved.

### DPW

Bob Canevazzi, Assistant Director of DPW, attended the meeting to provide and update the Committee on the current efforts in the DPW department with regards to Solid Waste.

Bob reviewed that the current SEMASS contract was entered into in 1990. It will expire in 2015. DPW has been working with the Solid Waste Advisory Committee, a county wide group to review options. They prefer a long term solution. Bob provided estimates of 14 communities willing to work with the committee which would account for approximately 150,000 tons per year. This gives the ability to negotiate a better contract.

A request for expression of interest has been forwarded soliciting a letter of interest by June 30<sup>th</sup> of this year. Next 3-6 months DPW hopes to site down with these vendors and try to negotiate a final contract. They anticipate making a recommendation to the Town Council & Town Manager in the 2<sup>nd</sup> Qtr of next year.

They will evaluate the cost, term of contract, and environmental impact in their decision. They will consider a total integrated waste management system if possible.

Bob C. inquired if the list of potential vendors was a public document? He also inquired why Brewster agreed to a new contract rather than work with the county wide committee.

Bob Canevazzi does not know the answer. He speculated that other factors may have been rushing them to make a decision.

Laura inquired if Bob Canevazzi is a member of the REC?

He replied no he is not.

The committee thanked Bob for his time and information.

#### Operating Budget Sub- Committee

Bill B. requested volunteers to serve on a sub-committee to review the FY12 Proposed Operating Budget. Bob Ciolek, Stan Hodkinson, and Laura Cronin volunteered.

#### Solid Waste Sub-Committee

Bill B. requested volunteers to serve on a sub-committee to review the Solid Waste topic. Bob Ciolek, Bill Brower and Henry McClean volunteered.

#### 6. Old Business

##### Budget Update

Mark informed the committee that six employees have been approved to take advantage of the Early Retirement Incentive Program.

Mark shared a copy of the FY12 School budget as approved by the School Committee. The committee agreed to invite the Superintendent to their next meeting to discuss the budget.

#### 7. Discussions

None

Meeting adjourned at 8:10 p.m.

Next Meeting is scheduled for April 4, 2011.