



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chair:

Laura Cronin

Members:

Robert Ciolek
Stanley Hodkinson
Ralph Krau
Henry McClean
Jacqueline Michelove
Gregory Plunkett
Laurie Young

Staff Liaison:

Mark Milne

Councilor Liaison:

James Tinsley
Debra Dagwan

CFAC MEETING MINUTES

4.22.13

7:00 PM

Growth Management Conference Room

CFAC Members Present: Laura Cronin, Robert Ciolek, Henry McClean, Ralph Krau, Stanley Hodkinson, Gregory Plunkett

CFAC Members Absent: Jacqueline Michelove, Laurie Young

Councilors Present: None

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

1. Call to Order

Laura Cronin called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

2. Act on Minutes

Motion made and seconded to approve the minutes of 4.08.13.

Vote: Approved, unanimous

3. Communication From Committee Members

Ralph noted that Jaqueline Michelove will continue to be absent from meetings for the near future.

4. Communication From Councilors and Staff

Mark Milne noted the Town Council completed approval of most of the FY14 Capital Improvement Plan proposed budget at their last meeting. The Airport's plans are up for review and approval at this Thursday's meeting.

Bob C. inquired what the vote by Town Council signifies?

Mark answered the vote of approval authorizes the expenditure of funds up to the appropriation amount.

Laura wanted to clarify the approval of projects.

Mark responded that the 5 year plan is to see where the Capital Improvement needs are but the Town Council is only approving the FY14 projects and funds. Mark clarified that Councilors can make a motion to strike a particular line but they require a majority vote to remove an item.

Henry commented that approving a project in FY14 is in "principle" approving the later years of a multi year project.

Ralph added that plans become "shovel ready".

Gregory inquired about the Town Managers authority in canceling projects.

Discussion reviewed that the Town Manager reviews Capital Improvement plans prior to choosing plans to present and propose to the Town Council for approval. The CFAC committee participates at this stage with the presentation of their report/recommendations to the Town Manager.

Laura suggested some education to the public on the review and approval process for Capital Improvement Plans.

5. Old Business

Solid Waste Sub-Committee update

Bob Ciolek noted he had emailed materials from a meeting on 4/12/13 that he attended to the committee. Bob stated the meeting was interesting. It was primarily Zero Waste co. describing what they bring to the table. They do in fact run the current Sandwich Pay -As-You-Throw program as well as other communities.

The new DPW director, Dan Santos, was in attendance. There is still no recommendation to Town Council.

There was some good information shared at the meeting regarding the County Extension material.

Bob noted Town Council President Debra Dagwan indicated the Town Council may hold a workshop in May with private haulers to hear their perspective on the topic.

Laura commented that the council should be encouraged to request hauler information to help with basing their eventual decision.

Operating Budget Sub-committee

No significant update. Bob Ciolek has reviewed the committee's letter from last year. He would like to expand this year.

Discussion on whether to review performance measures continued. Bob C. recommended more review on Revenues - how accurate have projections been and Enterprise funds over time, how they are trending.

Mark Milne noted that last year included a look at the ten year history of Enterprise Funds. He recommended some topics such as OPEB(Other post employment benefits) and Revenue.

The committee would like to review revenue projection with the Airport and suggested having the Airport manager attend a meeting to discuss.

Mark Milne will check his availability.

Mark commented that when the Airport Revenue projections are not met they do not spend all of their appropriations and reduce expenses to offset.

Ralph inquired if increases in the passenger's rates at Logan should correlate to Hyannis Airport?

Mark commented that a lot of the airport traffic is directly tied to construction business on the islands.

6. New Business

Develop Topics for potential workshop with Town Council

Bob C. commented any topics need to fit with their agendas.

Stan noted the timing may not be right with the election of new councilors in November.

Laura recommended all review topics and a decision can be made at the next meeting.

Budget Timeline

Mark indicated the week of 5/16 the proposed budget should be available for the committee.

Mark responded to questions about getting the document earlier by referring to the Town Charter requirements. He will review to see if there are options on getting to the Town Council earlier.

School Department Budget

Mark provided a copy of the School Departments FY14 Budget. He reviewed the numbers with the committee.

6. Discussion

None

Meeting adjourned at 8:40 p.m.

Next Meeting - Monday, May 13th @ 7 p.m.