



# The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)  
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## CFAC Committee:

### Chair:

Laura Cronin

### Members:

Robert Ciolek  
Cynthia Crossman  
Ralph Krau  
Gregory Plunkett  
Lillian Woo  
John Schoenherr  
Joseph Mladinich

### Staff Liaison:

Mark Milne

### Councilor Liaison:

John T. Norman

## MEETING MINUTES

03.14.16

7:00 PM

### Growth Management Conference Room

CFAC Members Present: Laura Cronin, Lillian Woo, Ralph Krau, John Schoenherr, Joseph Mladinich, and Cynthia Crossman

CFAC Members Absent: Robert Ciolek and Gregory Plunkett

Councilors Present: None

Staff Present: Nathan Empey, 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 of Town Hall.

### 2. Act on Minutes

The following minutes were approved by unanimous vote:

02.22.2016

### 3. New Business

Nathan E. reviewed section IV of the Capital Improvements Program booklet with CFAC members. Ralph K. mentioned section IV needs to be reviewed by the CIP subcommittee for it's' report to Town Council. Nathan referred the CFAC members to Appendix A in the back of the book to see the appropriate orders that will be reviewed by town council at public hearings.

Laura C. asked why Community Preservation Funds (CPC) is not being used to finance the Marston Mills parking lot project, which was submitted by the Growth Management (GM) department. From this, Nathan E. said he would ask Joanne Bunditch Director of Growth Management and Mark Milne Finance Director as to why CPC funds were not used.

Joseph M. asked what determined the source of funding for the town managers recommended projects? Nathan E. replied the availability of grant opportunities, free cash, and project size as determinants for funding sources. For example, the airport receives FAA and Mass Dot grants for the most CIP projects at the airport. In addition, project sizes must be greater than \$250,000 to qualify for bond issuance.

It was noticed that the date on the Budget Action Calendar had changed since the September handout to CFAC members. The first public hearing for CIP projects was moved from April 21<sup>st</sup> to April 7. CFAC CIP subcommittee will look at options to decide on possible extensions to the CIP report submission and public hearing.

Ralph asked Cynthia if she saw any issues with the CIP book as well as project submissions that could be used in the subcommittees' CIP report. Cynthia was concerned as to why the school utility transformers, which were submitted in last year's CIP program, are not submitted in FY17. She was concerned with the safety issues regarding these transformers.

Ralph commented that the town manager did not recommend the school bleachers, which are priority number one in school project submissions.

Laura C. commented that the goal of the CIP Subcommittee is to report on making recommendations and observations. For example, the increase in private road projects without being assessed betterments or why is Osterville project is a priority over something else.

Nathan E. offered to book the Growth Management Conference Room for the CIP Subcommittee to meet.

Joseph M. asked about the CIP process, and that, Laura C. mentioned the individual departments meet with the town manager to review the individual projects.

John S. commented about the language in the School Bleachers project submission, noting that the bleachers are not that safe, so why wasn't it recommended? Ralph K. commented that the language in the project submissions are written in manner to get your project proposed. Laura C. commented that it doesn't say why the project was not recommended. The public could suggest transferring those projects not recommend against current recommended projects at the town council hearings.

Laura C. noted that Osterville project was scored so low, but is a recommended project.

Joseph M. asked who scores the projects? Ralph K. mentioned the scoring is done through a task force, which is made up of department managers. CFAC used to contribute to the scoring process, but decided not to participate anymore because higher scoring projects were not being recommended.

Nathan E. reviewed the Town of Barnstable's most recent \$16 million bond issue, which Fidelity won the bond over three other candidates at a True Interest Cost of 2.11%. Joseph M. asked if these bids were concealed bids. Nathan E. noted they would have to be in order to avoid potential for collusion.

Nathan E. reviewed the Solid Waste, Water Supply, and Water Pollution Control FY17 proposed fee increases. John S. asked if the pay as you throw was still being considered, Ralph K replied this suggestion never made it through town council.

Laura C. asked if these proposed fee increases were already approved? Ralph K. replied yes at the town council hearings.

#### 4. Other matters not reasonably anticipated by the chair

#### 5. Discussion of topics for the next meeting

The next meeting is March 28, 2016, and topics of discussion will include review of the town's recent bond rating as well as google analytics tracking for the Open Budget website.

#### 6. Adjournment

##### List of documents handed out

1. 02.22.16 Draft Minutes
2. Standard & Poor's Bond Rating Report
3. Fiscal 2016 bond issue bidders report
4. Fiscal 2017 Capital Improvements Plan Booklet
5. Fiscal 2017 fee change handouts for the following enterprise funds Solid Waste, Water Supply, and Waste Water Pollution Control