



# The Town of Barnstable

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

### Chair:

John Schoenherr

### Members:

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

### Staff Liaison:

Mark Milne

### Councilor Liaison:

John T. Norman

## MEETING MINUTES

07.18.16

7:00 PM

### Growth Management Conference Room

CFAC Members Present: Joseph Mladinich, Robert Ciolek, Lillian Woo, Cynthia Crossman, and John Schoenherr

CFAC Members Absent: Gregory Plunkett, Ralph Krau

### Councilors Present:

Staff Present: Nathan Empey, Finance/Budget Analyst

### 1. Call to Order

John Schoenherr 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:

06.27.2016

### 3. New Business

Committee members reviewed the drafted FY17 Financial Overview Report for final amendments. It was suggested that pages should be reduced from the report. Cynthia C. noted that since the report was only twelve pages, the table of contents on page 2 should be removed. Bob C. also suggested other statistics on page 11 should be removed. Suggested revised sentences included amending the paragraph on page 1 and third sentence on page 7 of the report.

Page 1 paragraph will be replaced with Lillian W. suggested sentence “This financial review for fiscal year 2017 (FY17) is intended to provide a summary of the town’s finances and operations. The complete FY17 budget is several hundred pages and available on the town’s website. The website also includes the audited financial information for the last five years and financial forecasts for the next ten years. Visit \_\_\_\_.”

Page 7 third sentence will be replaced with John S. suggested sentence “This model provides several benefits, including: identifying the total cost for the service, which in turn provides management with useful information for setting fees and measuring subsidies, and it allows investment income and surplus to be retained by the operation.”

John S. opened a vote to approve the final version of the Financial Overview Report, which members approved unanimously.

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

Joseph M. initiated discussion on performance measurements to be created in collaboration with departments. Bob C. noted we could work with a couple of departments with the hope they will continue to monitor their performance measurements into the future. John S. noted that Mark Milne wanted to be a part of the discussion before the committee vested further into discussion. Bob C. noted Umass Collins Center worked with two departments on performance measurements: Police and Public Works. Bob C. also noted the Police Department does a great job on workload indicators.

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

The next meeting is August 22, 2016.

### 6. Adjournment

#### List of documents handed out

1. 06.27.16 Draft Minutes
2. Draft FY17 Financial Overview Report
3. Committee member email responses