

The  
(CFAC)



# Town of Barnstable

## Comprehensive Financial Advisory Committee

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### CFAC Committee:

#### Chair:

John Schoenherr

#### Members:

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

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

John T. Norman

### MEETING MINUTES

11.28.16

7:00 PM

Growth Management Conference Room

CFAC Members Present: Joseph Mladinich, John Schoenherr, Gregory Plunkett, Lillian Woo, Robert Ciolek, Ralph Krau, and Allen Fullerton

CFAC Members Absent: Cynthia Crossman

#### Councilors Present:

Staff Present: Mark Milne, Director of Finance, Nathan Empey, Finance/Budget Analyst, Meg-Mayo Brown School Superintendent, Gareth Markwell, Assistant Finance Director, David Kanyock Facilities Manager

#### 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:

11.14.2016

### 3. New Business

David Kanyock, Facilities Manager reviewed the school department's FY18 capital project submissions with committee members. There are 29 capital project submissions, which the top 11 projects were reviewed.

The Barnstable High School Stadium Bleachers are the school department's top priority. David noted the bleachers are structurally unsound and would be replaced with two sets of bleachers for both sides of the field to accommodate home and visitor fans. This would create seating for 940 from the current 1,300 capacity. Furthermore, the existing bleachers are not Americans with Disabilities (ADA) compliant. Joseph M. asked how long has this project been in the five-year capital plan? David replied at least half a dozen years. Joseph M. also asked do the existing bleachers inherent safety and liabilities concerns? David replied the existing bleachers are beyond repair and repair parts are obsolete. Mark M. asked does the project include press box seating? David K. replied press box seating is included in the cost. Mark M. also asked what is the life expectancy of the new bleachers? David K. replied 40 years.

The Barnstable High School Library is second-priority. This project will include both interior and exterior improvements to the library. The air conditioning and heating systems would be upgraded as well as replace windows. Meg-Mayo replied this project would provide upgrades for our students and modernize the library. John S. asked what the \$500k cost is specifically for? David K. replied this is a placement holder to provide direct education and the remaining \$3 million for physical repairs. David K. also noted the project would cost \$2 million minimum, but would not include replacing the windows. David K. noted contractor startup costs are hard to recover, so there is potential to save money by doing the project all at once. Joseph M. asked would the library be used during construction? David K. replied most of the mechanical work to be completed over the summer.

The Barnstable High School Cafeteria is third-priority. The school did receive past appropriations of \$555k for cafeteria wall repairs. This new project request will combat the air/water infiltration by replacing the storefront and windows.

Unit ventilator upgrades is fourth-priority and focuses on district wide schools. The original ventilators are old and need replacing. This is a continued initiative to replace unit ventilators at five elementary schools, which \$250k was received last year to start Hyannis West School.

The fifth-priority project will upgrade network infrastructure systems to include Switchgear upgrades to power future IP phone, camera and security infrastructure.

Hyannis West Walk-in Cooler Replacement will replace existing equipment. Previous appropriations had been approved to replace Centerville Elementary School and Barnstable High School.

Barnstable West Barnstable roof is 15 years old and at end of useful life. This project will replace the singles with new architectural shingles with life expectancy of 30 years.

The eighth-priority project is Campus Wide Mechanical Upgrades to boilers, burners, and pumps. There are 17 boilers, which David K. noted many valves are frozen.

Replace HVAC Roof Top Units at Barnstable High School and Barnstable Middle School, which 14 units at the middle school need to be replaced in the next 2 years. These units are 20 to 35 years old. Gregory P. asked is the \$100k for engineering cost? David K. replied the remaining \$5.5 million estimated cost is a placeholder.

Upgrade Modular Office Space for Barnstable Public Schools (BPS) Transportation & Food Services. David K. noted this modular was given to us 15 to 20 years ago. This project request will buy a new modular trailer. Bob C. asked if this modular office space is for district wide functions? David K. replied Yes. The current modular office space receives a lot of public walk in traffic. Gregory P. asked how much \$300k would purchase? David K. replied about 2,500 square footage.

The final project review was Communications and Security Network Upgrades. Every school has a different phone/security system in place. The networks are not linked between schools. This project request will get every system on one platform.

John S. noted the school bleachers project request was a top priority in last year's five-year capital plan, but wasn't recommended. Joseph M. ask how much did the school department receive last year in school funding? Ralph replied about \$5-6 million. Mark M. noted the charter school received \$4.5 million because of the building condition, which receives students every day.

Joseph M. asked school staff members present at the meeting if they felt confident the district wide school environments were secure and safe? Meg-Mayo replied that's what project #11 will improve by upgrading the networks to one platform, which the police can tap into as needed.

Bob C. ask do the schools have lead in the water? David K. replied there is no lead problem within the school district. There has been random sampling in all schools, with no lead detected. The schools also received a grant from the state for testing the school districts water.

Joseph M. asked about project #18 regarding asbestos abatement. David K. noted no one is in harm's way, and that limit asbestos exist on some pipes. Every six months these pipes are reviewed to ensure nothing is damaged. There is no asbestos existing in the teaching areas.

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

John S. asked how did the Fiscal 2017 Tax Bill & Classification presentation go? Mark. M replied as expected. Town Council voted for a factor of 1 & 20% residential exemption. Mark M. noted it's the same presentation every year, so council is comfortable with the numbers.

Lillian Woo noted the Water Resource Advisory Committee (WRAC) met a couple of weeks ago. WRAC is now getting ready to establish models. The WRAC finance subcommittee is not expected to be ready until March.

December 27<sup>th</sup> CFAC meeting will be cancelled.

5. Discussion of topics for the next meeting

The next meeting is December 12, 2016. Potential topics include review the Capital Trust Fund analysis as well as meet with Public Works department to review capital projects.

6. Adjournment

List of documents handed out

1. 11.14.16 Draft Minutes
2. School Department Project Listing
3. CBI Engineer Assessment