



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)
367 Main Street, Village of Hyannis, MA 02601
v. 508.862.4654 • f. 508.862.4717
www.town.barnstable.ma.us
Email: cfac@town.barnstable.ma.us

CFAC Committee:

Chair:

Lillian Woo

Members:

Vice Chair, Ralph Krau
Clerk, Hector Guenther
John Schoenherr
Joseph Mladinich
Melanie Powers
Tracey Brochu

Staff Liaison:

Mark Milne
Nathan Empey

Councilor Liaison:

Paula Schnepf

MEETING MINUTES

02.18.20

6:00 PM

Planning & Development Conference Room

Roll Call:

- CFAC Members Present: Ralph Krau ,Hector Guenther, Lillian Woo, Melanie Powers, John Schoenherr, Tracey Brochu, and Joseph Mladinich
- CFAC Members Absent: None
- Councilors Present: None
- Staff Present: Nathan Empey, Budget Analyst
- Other Present: None

Call to Order:

Ralph Krau called the CFAC meeting to order at 6:00 PM in the Planning & Development Conference Room at Town Hall.

Act on Minutes:

The following minutes were approved by unanimous vote:

01.27.20

Comments:

None

Old Business:

None

New Business:

Hector G. asked what is the timing to finish the capital report? Ralph K. noted that February 24th is the due date, however, CFAC has some leniency on submitting it by March.

Committee members reviewed the subcommittees drafted Annual Capital Improvements Report with some of the following suggested edits.

- Hector G. noted the total Town Manager recommendation figure should be changed from \$40 to \$39 million.
- Hector G. noted the word “also” in the first paragraph on the second page should be deleted.
- Hector G. noted the two sentences on the second page starting with “CFAC believes” should be removed.
- John S. suggested adding a note under each project indicating that these are CFAC’s opinions.
- John S. noted we could suggest in the sports field project evaluation to use other schools as a benchmark standard.
- John S. asked should we be suggesting revenues as an evaluation criteria? Ralph K. responded the school department had provided a \$20,000 figure for revenue over the summertime, and that there is also potential for sponsorships.
- John S. asked what motivated the evaluation criteria, and that managers should be measuring their own criteria. Hector G. noted these are examples of criteria to be measured after the project is completed.
- Joseph M. asked do we want to add cost to the project summaries? John S. noted this purpose is on how to evaluate the projects.
- Tracy B. noted the question about legal ramification for the positive attendance system is asking can we even go through with this project? Hector G. commented that the legal department may have already asked that question. Melanie P. suggested any questions included in the evaluation criteria should be at the end of the report. John S. noted we should leave this to only evaluation criteria and create a separate page for questions because it would be confusing for the reader to understand what CFAC is trying to convey. Hector G. suggested maybe adding these questions to the concluding comments sections.
- Melanie P. noted the HYCC question should be moved to the back of the report. John S. noted this project should ask how have we improved the building? John S. noted, as a result of the project is there less downtime and less maintenance? Ralph K. noted this project request is a result of the facilities assessment, and that there’s no idea if additional costs are need in the outer years. John S. noted this evaluation would be looked at over several years.
- Hector G. noted the Barnstable Police Department project title needs to be underlined.
- Joseph M. asked does the town have a policy on private roads? Ralph K. responded they do not have a policy, and that CFAC recommended years ago to create the Sewer Construction Special Revenue Fund. Ralph K. noted Town Council needs to come up with a funding plan for private roads. John S. commented that we have a policy for wastewater, but not a policy for private roads. Hector G. noted CFAC should extend an offer to help Town Council with revisions to the Comprehensive Wastewater Management Plan. John S. noted that the longer it takes to deliberate implementing policy loses potential revenue for these projects, and that there needs to be sense of urgency.

Matters not reasonably anticipated by the chair:

None

Discussion of topics for the next meeting:

Continue discussion CFAC's Capital Report on Monday February 24th at 6 p.m. in the Selectmen's Conference.

Adjournment:

List of documents handed out

1. 01.27.20 minutes
2. FY 2021 Capital Plan Town Manager Recommendations
3. CFAC Drafted Annual Capital Improvements Report