



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

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### CFAC Committee:

#### Chair:

Lillian Woo

#### Members:

Vice Chair, Ralph Krau  
Clerk, Hector Guenther  
John Schoenherr  
Melanie Powers  
Tracey Brochu  
Wendy Solomon  
Chuck McKenzie  
Adam Carter

#### Staff Liaison:

Mark Milne  
Nathan Empey

#### Councilor Liaison:

Paula Schnepf

### MEETING MINUTES

4.26.21

6:00 PM

Zoom Meeting : <https://zoom.us/j/92215463716>

Meeting ID: 922 1546 3716

### Roll Call:

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Lillian W. called the CFAC Zoom meeting to order at 6:00 PM. Hector G. called the roll call.

- CFAC Members Present: Lillian Woo, Adam Carter, Wendy Solomon, Hector Guenther, Melanie Powers, Ralph Krau, Tracey Brochu, and Chuck McKenzie
- CFAC Members Absent: John Schoenherr
- Councilors Present: None
- Staff Present: Mark Milne; Finance Director, Nathan Empey; Finance/Budget Analyst; Dan Santos, Director of Public Works
- Other Present: None

### Act on Minutes:

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The following minutes were approved by unanimous vote:

04.12.2021

**Public Comments:**

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None

**Correspondence:**

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None

**Old Business:**

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None

**New Business:**

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Dan S. introduced the Public Works FY 2022 operating budget decision packages with the following discussions:

Dan S. noted the first request is for our annual operating capital to purchase various vehicles such as dump trucks, pickup trucks, and sanders. Dan S. noted we developed a program that invests in used vehicles, particularly for our snow & ice program because the vehicles take a beating. Dan S. noted this has allowed us to keep this budget request at \$500,000. Dan S. noted a new vehicle cost can range from \$170,000 to \$300,000.

Dan S. noted that Town Council has been more supportive about water quality initiatives in town. We have a decision package request for additional water quality monitoring equipment. Dan S. noted we rely on many volunteers, but we do need equipment for testing.

Structure & Grounds operating capital decision package increased by \$50,000. In the past a need was identified for necessary funding for HVAC and other mechanical systems, but there was no budget. Things break and looking at our expenditures over the last few years, we requested an increase.

Dan S. noted a big change this year is our department reorganization for the transfer station packer service. The Solid Waste Facility operates the municipal packer service. This past year we put together a request for proposal to see if it would be more cost effective to outsource, but we determine it to be more cost effective in house. The change we made is to realign it into Structures & Grounds (S&G). S&G is still responsible for emptying trash barrels all around town that the packer service couldn't access. Now all of the trash collections will be within S&G. It also allows Solid Waste to be self-contained. Lillian W. asked is the municipal contract still going to be in-house? Dan S. responded yes.

Dan S. noted in 2016 Public Works took over the maintenance at the HYCC as the facility manager operation didn't go well. We decided Public Works would take over the operations, which it is a very complex facility with lots of complicated machinery. It is shown to need extensive coverage for repairs and maintenance.

Dan S. noted we have a request for water increases, as the rates go up; we have to adjust our budgets.

Dan S. noted the highway division maintenance request is for maintaining the newly constructed roads at Sea Street, Cotuit Road, and Main Street Barnstable Village. Because there are different equipment, cross walks, and signage needs, we had to put individual budget request in to maintain these roads. Dan S. noted when we put in capital projects, we identify what the operating and maintenance cost will be.

Lillian W. asked what is the environmental and natural resources? Dan S. responded that is funding for the Comprehensive Wastewater Management Plan. Mark M. noted we propose bringing forward a budget that provides Public Works with a budget to manage the projects. There will be a separate budget request in the proposed FY 2022

budget. It is about 4.75 full-time equivalent employees in the budget request. Lillian W. noted we are not going to be able to sewer all the properties in town, and wondered what would happen to the properties that are not going to be sewered? What are the prospects for those properties not being sewered through use of onsite alternative technologies? Dan S. noted right now alternative technologies available do not reduce nitrogen enough to meet our water quality requirements, which is why we have to sewer. There are some promising technologies that may become available in our third phase of the CWMP. Because the technologies are not available we couldn't include them in the plan. Dan S. noted those properties not being sewered would just have to replace their septic system with the Title 5 system.

Dan S. noted the water supply division standard cost increase request for the contract operator with Suez. The next request is for the annual maintenance and repairs above and beyond what our contract operator has to deal with.

Dan S. noted we are no longer purchasing water from the town of Yarmouth, so we can decrease this budget line item by \$852,000. This is because we have our new Harold Tobey Filtration Plant operating, and we can now operate our own water well without containments in our water system.

Dan S. noted the Solid Waste division includes restoring budget line items that were cut last year in response to the COVID.

Chuck M. asked because of COVID how did you do with staffing? Dan S. noted early on we didn't know what was going to go on. We were very conservative, so we split into teams, and our safety officer constantly provided training. Dan S. noted we probably had ten cases throughout the department and we did have people out because of quarantines. It didn't seem to affect our operation too much.

Ralph K. asked in reference to the transfer station, if the facility could advertise for non-for-profits to collect recyclables. Does it generate enough savings to have billboards to encourage recycling away from the facility and to these non-for-profits? Dan S. noted he doesn't see why we couldn't do that. Dan S. noted a significant portion of the materials received at the facility are compostable waste, and it would be good to get that out of the facility waste by advertising. Wendy S. asked if we could add on to your advertising an educational program to get people to reduce their waste, if the general public could understand more on how to reduce their plastic use.

Dan S. noted the water pollution control budget request includes the annual sludge removal. Professional on-call services, sometimes our staff is not able to handle a service in-house.

Ralph K. wanted to compliment Dan S. and his' staff at the Water Pollution Control for offering the tour of the new facility, and wanted to say thank you.

Lillian W. asked for an update on the Vineyard Wind and the town tying into that project. Dan S. noted they are planning to get started in the fall for their phase 1. They are going to start by moving water lines because where they put utilities in the roads; they are adding large concrete duck banks. We are putting in a water line in the same location in conjunction with the utility duck bank, and the town will get the cost savings from not having to dig up the road again.

Mark M. noted we had a fee hearing last month concerning our three public works operations. The Solid Waste operation was requesting an increase from \$250 to \$280. I think what the Town Manager is going to recommend is a \$20 increase using reserves. The disposal costs have increased significantly.

Mark M. noted the Water Enterprise Fund was requesting a 7% increase in their rates. We had some good financial news regarding the financing of the filtration treatment facility construction project, which we were issued a low interest loan through the state revolving fund at 2.2% over 25 years. Typically these loans are amortized over 20 years. We also received a \$600,000 principal subsidy on the loan. We also received a low interest \$3 million loan on a second filtration

project, with a \$300,000 principal subsidy with a zero interest rate. Mark M. noted these two loans will allow us to drop the rate from 7% to 5%.

Mark M. noted the sewer rate increase will probably be approved at 2%

Mark M. noted we just finished the proposed operating budget. We are looking at a 4.1% for the municipal operations, and it is only a 1% increase from the FY 2020 approved budget. Our fixed cost is essentially a breakeven.

**Matters not reasonably anticipated by the chair:**

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None

**Adjournment:**

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Meeting adjourned at 8:00 p.m.

**List of documents handed out**

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1. 04.12.21 draft minutes