



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chairman:

Laura Cronin

Members:

Robert Ciolek
Peter Eastman
Stanley Hodkinson
Ralph Krau
Henry McClean
Jacqueline Michelove

Staff Liaison:

Mark Milne

Councilor Liaison:

Richard Barry
James Tinsley

CFAC MEETING MINUTES

9.19.11

7:00 PM

Growth Management Conference Room

CFAC Members Present: Robert Ciolek, Laura Cronin, Jacqueline Michelove, Henry McClean

CFAC Members Absent: Ralph Krau, Stanley Hodkinson, Peter Eastman,

Councilors Present: Henry Farnham

Staff Present: Mark Milne-Finance Director, Deb Childs - Finance/Budget Analyst

1. Call to Order

Upon a quorum duly present, Laura Cronin called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

2. Staff & Councilor Comments

Mark Milne informed the committee the Town Council will be meeting this Thursday 9/22/11. There are many financial items on the upcoming agenda such as several grant acceptances, moving the Workers Compensation to a self-insured program, appropriating funds from Comcast licensing fees to the Townwide INet project, and appropriating Community Preservation Funds for work on the exterior of the School Administration Building.

Laura reported that she is working to compile the CFAC annual report. The report is currently past due. She has a copy of last years and will provide a draft to the committee to review. Some items of note she has included are the Road Shows held on Sewer Financing, joint workshop with the Town Council, Performance Measure review with Regulatory Services, and Solid Waste sub-committee.

Bob C. reminded Laura of the CFAC letter sent to the legislature in support of the creation of Sewer Trust Fund.

Laura indicated she will have a draft report out this week to the committee for review and approval at the next meeting.

Motion made and accepted to approve the minutes of 9.06.11 as amended.

Vote: Unanimous

3. Old Business

Solid Waste Sub-Committee

Several members of the sub-committee attended a meeting this evening for the REC. A staff member from the City of Attleboro presented information regarding the cities general fund solid waste program. Bob C. indicated he needed more time to review the handouts from the meeting prior to discussing further. He reminded the committee that there are several geographic and demographic differences between Attleboro and Barnstable. He thought it was a good thing that the REC is considering more than one option.

Laura inquired about a draft on changed to regulations to be submitted by the REC. Bob C. will forward a copy of the draft to the rest of the CFAC committee for review.

Bob C. suggested inviting Rick Elrick to the next meeting. He will coordinate an invitation.

New Business

Regulatory Services Performance Measures

Mark had forwarded a copy of the Regulatory Services measures for FY2012 to the committee.

Bob C. had also forwarded a document outlining the differences between the prior suggestions of the CFAC committee. Bob C. outlined that the substance of the committees suggestions had been adopted but with less detail.

Two areas were noted as having been left out; the inspections of private wells, activity of private vendors. Bob C. wondered why they were left out and asked the Mark M. pose some questions to Tom Geiler.

Laura inquired as to how the measures would be monitored and feedback provided?

Mark M. responded that they are trying to implement them now and hoped to be monitoring them on a monthly basis.

Capital Trust Fund

Mark reviewed that instructions had been forwarded to Department heads a few weeks ago. The process to develop the Capital Budget will be kicking off soon.

Each department must submit all capital needs for analysis and planning in case additional funds become available.

Mark reviewed the history of contributions to the General Fund Capital program. See attached. Mark noted that several major capital needs exist and recommends continued contribution to a Capital program. Discussion occurred reviewing the merits of a level percentage contribution versus the current cash amount.

Mark also provided a 10 year cash flow projection for review.

Discussions on ways to raise monies and increase the funding for projects occurred.

One topic was the sale of excess properties/buildings. Mark will forward a listing of these properties.

CFAC needs to establish a sub-committee to participate in the review and rating of projects to be submitted for the FY13 capital budget.

Laura inquired about timeframes.

Mark indicated the projects from departments are due Nov. 4th. CFAC should get the information for review in December and their report would be due sometime in January or February.

Bob C. had provided the committee with some information regarding an issue proposed for the November ballot. A statewide proposal to limit water and sewer rates to Proposition 2 ½ increase limits. The committee discussed the potential implications should it be approved.

Meeting adjourned at 7:55 p.m.

Next Meeting - Monday, October 3rd @ 7 p.m.