



# The Town of Barnstable

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

### Chair:

Laura Cronin

### Members:

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

### Staff Liaison:

Mark Milne

### Councilor Liaison:

John T. Norman

## MEETING MINUTES

09.14.15

7:00 PM

### Growth Management Conference Room

CFAC Members Present: Lillian Woo, Ralph Krau, Laura Cronin, Robert Ciolek, Gregory Plunkett, Cynthia Crossman, John Schoenherr, and Joseph Mladinich

CFAC Members Absent: None

Councilors Present: None

Staff Present: Mark Milne, Director of Finance, Nathan Empey, Finance/Budget Analyst

### 1. Call to Order

Laura Cronin called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room of Town Hall.

Laura introduced its newest member Joseph Mladinich to the committee. Mr. Mladinich brings years of experience in financial auditing from both the private and public sectors.

### 2. Act on Minutes

The following minutes were approved by unanimous vote:

07.27.15

08.24.15

### 3. Old Business

Mark provided a walkthrough of the drafted Financial Overview Report. This gave the committee opportunity for input and make changes to the drafted version.

#### Suggestions & Takeaways

- John noted it would be clearer to change Intergovernmental to State Aid
- Joseph noted putting the table of contents on its own page
- Ralph mentioned including a section for the roads
- Gregory suggested including seasonal figures to distinguish large changes in population
- Laura suggested adding private schools to the report
- Lillian suggested including the public golf courses

Mark discussed the Open Budget initiative by the Town, which looked at multiple providers for this software. The Town Manager supports the Open Budget project with funding in the FY16 budget. Open Budget is web-based financial transparency software for citizens to look at the town's finances at an in-depth level. The data will provide numerous comparison options, such as current year vs budget, and prior years. The Town has entered into a four months trial contract with Socrata. Because the Town is having its Munis accounting software upgraded this September, it's expected the Open budget project will be live by end of calendar year.

John asked where the town's financial data would come from and Mark replied IT would write a script to retrieve data from the Munis ledgers on a regular basis. Currently the data is formatted manually. Joseph asked would the data be able to compare actuals to budget on a monthly basis. Mark noted that because of timing issues with expenses, comparisons would be inconsistent on a monthly basis, so the data will be on an annual basis.

Laura noted the Town Council could benefit greatly from this Open budget initiative.

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

Laura asked if the committee could receive the Action Budget Calendar. Mark noted the Town Manager would be presenting the drafted version at Thursday's Town Council meeting for approval.

The Comprehensive Financial Advisory Committee will be responsible for completing the Capital Improvement Program review report by early April and Operating Budget by early June for FY17.

Laura requested an extension for the committee's annual report. The committee will review the drafted report and provide comments at the next meeting.

Bob requested Mark to provide a budget impact for the Cadillac Tax on healthcare plans, which takes effect in 2018. Mark noted the Cape Cod Healthcare Group is well aware of this future impact. This future tax will need to be communicated with the unions. Bob mentioned there would be an impact on Collective Bargaining because potential healthcare plans may move to cheaper plans to avoid paying the tax.

## 5. Discussion of topics for the next meeting

Marknoted committee members should collect comments to bring to the next meeting.

## 6. Adjournment

### List of documents handed out

1. 7.27.15 Minutes
2. 8.24.15 Minutes
3. Financial Overview Report