



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chair:

Lillian Woo

Members:

Vice Chair, Hector Guenther
Clerk, Chuck McKenzie
Jacky Johnson
Tom Keane
Chris Lauzon
James Sproul

Staff Liaison:

Mark Milne

Councilor Liaison:

Craig Tamash

MEETING MINUTES

Comprehensive Financial Advisory Committee

Operating Budget Subcommittee

05.08.2024

6:00 PM

Join Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/84230757927>
PHONE: 877-853-5257, Meeting ID: 842 3075 7927

Roll Call:

Operating Budget Subcommittee Chair Chuck McKenzie called the CFAC Zoom meeting to order at

- CFAC Members Present: Lillian Woo, Jacky Johnson, Tom Keane, Chris Lauzon, and Chuck McKenzie
- Roll call and quorum verified by Chuck McKenzie
- CFAC Members Absent: None
- Councilors Present: Craig Tamash
- Staff Present: Mark Milne, Director of Finance
- Others Present: None

Public Comment

None

Correspondence

None

Approval of minutes postponed to May 13, 2024

Discussion and preparation of Operating Budget Subcommittee draft report

Review and update provided by Chuck McKenzie

Purpose is to review the latest draft of the report, implementing further edits and changes, version six (6) will be sent to members in preparation for final review with the full CFAC committee on Monday, 5/13/24. All numbers have been verified and updated unless otherwise noted.

Cover Page:

- Links have been updated and verified.

Contents:

- Page numbers will be finalized when final editing has been completed.

Methodology:

- Diversity, Equity, and Inclusion (DEI) comment added as per previous discussion.

High Level Operating Budget Spotlight:

- It is recommended to revisit the language regarding the reference of negativity against Police and the impact on recruitment, even though the effects on Cape Cod are not the same as other parts of the country. Those statements should be attributed to a source and not stated as fact.
- Minor grammatical editing

Revenue: No further changes

General Fund:

- Minor grammatical review and editing

School Department:

- Once final numbers are ready, they will be provided by Mark Milne and Gareth Markwell
- Minor grammatical review and editing
- After thoughtful discussion, it is recommended to remove the bar chart, and remove the second paragraph.

Summary:

- Minor grammatical review and editing

School Department's Operating Budget:

- Jacky will provide Chuck with an updated chart, changing the style from a graph to a bar. The chart is meant to show where and how the money is allocated and spent and will begin with the largest expense further defining the categories and adding in the FY25 title.
- Discussion regarding paragraph two (2) and the difference between student numbers in and out of district.
- Additional grammatical and verbiage editing.
- Chuck will review further, updating as requested.

6:50pm - Jacky leaves the meeting, and requests any further recommended changes be emailed to her.

School Department – Page 2:

- Clarification and additional updates will be requested from Jacky on numbers and the effect on the budget. Chuck will address that information in the verbiage accordingly.

- Cost savings revisited; number adjustments will be made.
- Minor grammatical editing under *Concerns*

Conclusion:

- Paragraph two (2) verbiage to be addressed.

DPW: No further changes

Police: No further changes

Enterprise Funds:

- Minor changes to figures

Fixed Costs: No further changes

Expenditures: No further changes

Analysis: No further changes

Conclusion: No further changes

Looking Ahead: No further changes

Chuck will update all recommendations, as well as obtain necessary changes from Jacky. Next version will be sent out to members by Saturday to allow for review prior to May 13th meeting.

The final formatting, final number review and verification will be provided by Mark Milne. The entire budget document has been posted to the Town's website.

Correspondence from Committee Members - none

Communications from Staff - none

Matters not reasonably anticipated - none.

The next meeting is a full CFAC meeting and scheduled for Monday, May 13th.

Motion duly made by Lillian, seconded by Tom to adjourn.

Roll Call vote by Chuck McKenzie: Lillian-yes, Chris-yes, and Chuck-yes.

Meeting adjourned at 7:18pm.

Respectfully submitted.

Theresa M. Santos



CFAC Report on
Proposed FY25 OB v5

Attachments: