



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chair:

Hector Guenther

Members:

Vice Chair, Chuck McKenzie
Clerk, Chris Lauzon
Tom Keane
Chris King
Jeremy Shea
James Sproul
Lillian Woo

Staff Liaison:

Mark Milne

Councilor Liaison:

Betty Ludtke

MEETING MINUTES

Comprehensive Financial Advisory Committee

02.10.2025

6:00 PM

Join Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/81647981974>

PHONE: 877-853-5257, Meeting ID: 816 4798 1974

Roll Call:

Chair Guenther called the CFAC Zoom meeting to order at 6:01pm

- CFAC Members Present: Hector-yes, Chris K.-yes, Jim-yes, Lillian-yes, Tom-yes, and Chuck-yes
- Roll call and quorum verified by Chuck McKenzie
- CFAC Members Absent: Chris Lauzon, and Jeremy Shea
- Councilors Present: Betty Ludtke and Gordon Starr
- Staff Present: Mark Milne-Finance Director, Gareth Markwell-Deputy Finance Director, Sara Ahern-Superintendent Barnstable Public Schools (BPS), Jen Kruzcek-Executive Assistant BPS, Chris Dwelley- Deputy Director of Finance for BPS, Doug Boulanger Facilities Director for BPS Jen Kruzcek-Executive Assistant to the Superintendence of BPS.
- Others Present: Jen Cullum – School Facilities Subcommittee Chair, Andre King-School Committee member

Approval of January 27, 2025 minutes

Motion to approve the minutes of January 27, 2025, made by Tom, seconded by Lillian

Roll call vote by Chuck McKenzie: Hector-yes, Chris K.-yes, Jim-yes, Lillian-yes Tom-yes and Chuck-yes

Minutes approved as submitted

Facilities Subcommittee of the School Committee .

Discuss the long-term Facilities Needs of the School District Facilities Subcommittee (SDFS)

SDFS meeting opened at 6:04pm, by Chair Cullum

Members present: Sara Ahern, Doug Boulanger, Andre King

- Development of a Strategic plan is in process
- Review of building a new consolidated school or renovating existing facilities
 - * A new building would reduce the number of school buildings from nine (9) to eight (8); consolidate office spaces, number of cafeterias, larger classrooms are need to comply with regulations, increase the classroom capacity while reducing the actual footprint size of both sites; it would make BPS's more competitive in the school choice options environment; provide community space benefits; reduce maintenance and overall operating costs.
 - * Renovations, while crucial to a safe environment, poses a larger expense when considering the return for investment.
 - * School enrollment has dropped by about seven (7)% over the last five (5) years
 - * No outreach or work with parents and/or community has begun yet as this is in the beginning phase; the conversation needs to begin now.
 - * The two schools identified in the Collier Assessment in 2023 are Hy West and Barnstable Community Innovation School (BCIS). These two schools were identified as having the highest cost for repairs per square footage cost for repairs, the footprint size, larger cost investment due to the age of the buildings. Repair cost for both schools is estimated to be @\$22m; with a 50% reimbursement from the Massachusetts School Building Authority (MSBA) the cost for a new build is estimated to be @\$43.5m.
 - * Need for debt exclusion reviewed, as well as the need for community outreach. Only one (1) of the last five (5) debt exclusions attempts brought forward have passed.
 - * Bringing this discussion to CFAC for conversation, review and input is welcome and important. CFAC often has discussions around debt exclusions for the Comprehensive Wastewater Management Plan (CWMP).
 - * School enrollment has changed, neighboring towns have new facilities, making the environment more appealing for students and parents. Yarmouth is planning a new K-3 school.
 - * Discussion regarding the two large pending costs for renovations to schools in tandem with the CWMP; both of which would require debt exclusion. It may be prudent to bring both forward at the same time. The measurement of the impact would be defined by using the taxpayer dollar in a more efficient way; it is anticipated that the tax impact would be approximately \$120.00 annually.
 - * Debt financing would be over 30 years; the Municipal Empowerment Act for borrowing for school projects may increase from 30 to 40 years.
- Comments:
 - * New renovation makes sense
 - * New build would drive workforce housing needs

* With all the maintenance needs in need of attention, Doug is moving forward in a positive direction.
* The Planning and Development department will need to be involved, as well as the need for additional assessments that will take place when BPS is invited into the Core Program.

* The two potential sites for a new school would either be near HyWest or near the Barnstable Intermediate School (BIS) fields. There is typically a seven (7) to ten (10) year timeframe, however a more crucial need could shorten that time.

* Sharing the pending costly projects while also identifying that everything is being done to ensure a safe learning environment is an appropriate and needed approach; as well as sharing that all possible funding sources are being sought, not just an override.

* Goals and projected costs are not being questioned, accelerated programs to address repairs must still be completed; sharing these conversations is valuable for both CFAC and SDFS is important. Needed repairs are being addressed through the Capital Improvement Program (CIP); MSBA continues to encourage and educate districts on all financial support sources

* Should a debt exclusion be implemented, the Town Council (TC) role is to take a vote to either put it on a ballot or a townwide referendum. Town and School officials cannot promote ballot initiatives. Support by elected officials on initiatives brought forth to a ballot vote is permitted.

- Mark shared an update and explanation on the change in the subsidy from the Cape and Islands Water Protection Fund in 2024; this resulted in a positive financial change to TOB projections.
- Councilor Ludtke's cannot support until more information is available. The density in the precinct is high and accommodating more density is a concern.
- More extensive discussion and thoughtful comments regarding the pros and cons of a new build vs renovation are needed.
- Information on how a ten-year plan accounts for the decrease in both the general and student populations for MA, as well as the potential decrease due to the immigration environment.
- The hope is for the strategic plan to be in place by June.
- Comments and offers of assistance from CFAC are greatly appreciated.
- SDFS is welcome to come back to CFAC at any time
- Motion to adjourn the SDFS meeting made by Andre, seconded by Sara; SDFS meeting adjourned at 7:03pm.

Report from Committee Members on Presentation Made at the February 6, 2025, TC Meeting

Review provided by Mark

- The presentation was well received, good dialogue and questions and appreciated by Town Councilors. Members are encouraged to view the video; it is available on the TOB website.
- From a finance department perspective, the best information available should and will be incorporated into the model on a regular basis.

Update on the Development of the FY26 Proposed Capital Plan and Operating Budgets

- Progress update provided by Mark
- Projects have been ranked and scoring details were shared by Gareth to members.

- Meetings with department heads are in the process of identifying the highest priorities for FY26 proposed Capital plan. The goal is to provide a short list for the CFAC CIP Subcommittee to include in their report by 2/21/25.
- The CIP is scheduled to be delivered to the TC in early March.
- The projects that were submitted for Enterprise Funds will likely be included on the FY26 recommended list.
- The public hearing and proposed rate increases for the sewer / water / solid waste models will take place in mid-March. This will include all submitted projects for FY26, all of those look to have funding provided.
- Work continues on updating the funding model for the CWMP which includes FY26-30 projects, when completed, mark will bring those projections back to CFAC.
- A draft intended use plan was issued for clean water projects for 2025 by the Department of Environmental Protection (DEP) last week and is available on their website. Also listed are two (2) CWMP proposed project funding requests and three (3) carry-over projects. There is an annual cap of \$50m for borrowing through the State Revolving Loan Fund (SRLF), when that cap is met the project balance is carried forward to the next year. It is anticipated that a final draft plan will be issued in June. Bipartisan infrastructure funds were redirected to drinking water projects resulting in a reduction in funding for sewer projects. It is possible that some funding may not be carried over and would need to be reapplied for. It is important to remember that this plan is in a draft phase and there is no final decision yet. The funding model provides a quick view of what those potential changes could look like. Mark will provide DEP links of past intended use plans to members.
- If a flow neutral policy making TOB eligible for 0% financing through the trust is adopted, it does not guarantee that all projects are funded. The available funding limitations are reviewed annually with approved amounts around \$800-\$900m annually; their financial situation dictates their available funding. Massachusetts Water Resources Authority (MWRA) is the largest competition for funding through the trust. If the TOB adopted flow neutral policies, the assumption is that all those projects will be approved, mostly because the projects address nitrogen reduction.
- Just over \$700k in remaining balances of prior year projects have been identified and will be redirected. Once that list is completed Mark will share with members.
- CIP timeline: The Town Manager will have a preliminary list out by 2/21/25, that plan will be submitted to the TC on 3/3/25. The Budget Acton Calendar submission date is 3/3/25. CFAC has most of that information already and that report is due on 4/7/25. A total of 30-40 appropriations must be drafted by Mark.

Correspondence from Committee Members:

- The CIP subcommittee decided to use FY24 formatting and will start to develop content in the coming week. The first submission will be ready for review by all CFAC on 3/10/25 with anticipated final review and approval on 3/24/25, followed by presentation to the TC on 4/7/25.

Communications from Staff: None

Matters not reasonably anticipated by the Chair: None

Closing public comment: None

The next CFAC meeting is scheduled for February 24, 2025

Motion duly made by Chuck, seconded by Tom to adjourn the meeting.

Roll Call vote by Chuck: Hector-yes, Chris K.-yes, Jeremy-yes, Jim-yes, Lillian-yes, Tom-yes, and Chuck-yes

Meeting adjourned at 7:43pm

Respectfully submitted

Theresa M. Santos



Barnstable - SBC Dec
Presentation FINAL.pptx



Leveraging Debt
Drop Off Presentation



1_6_25 Minutes
Facilities.pdf



2025.01.27 Minutes
CFAC Draft.pdf

Attachments:

APPROVED