



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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CFAC Committee:

Chairman:

Bill Brower

Members:

Robert Ciolek
Laura Cronin
Stanley Hodkinson
Ralph Krau
Tom Michael

Staff Liaison:

Mark Milne

Councilor Liaison:

Richard Barry
James Munafo Jr.

CFAC MEETING MINUTES

3.15.10

7:00 PM

Growth Management Conference Room

CFAC Members Present: Bill Brower, Laura Cronin, Robert Ciolek, Stanley Hodkinson

CFAC Members Absent: Ralph Krau, Tom Michael

Councilors Present: None

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

1. Call to Order

Upon a quorum duly present, Bill Brower called the CFAC meeting to order at 7:02 PM in the Growth Management Conference Room.

2. Act on Minutes

Motion made and seconded to accept minutes of 03.01.10.

Vote: Unanimous

3. Chairman, Staff & Councilor Comments

Bill Brower complimented the Clean Water Protection sub-committee on a job well done. The sub-committee's workshop and presentation to Town Council was held on Thursday March 11th.

Mark Milne noted that he has a meeting with the auditors on Friday in regards to the operational audit. The auditors will be conducting additional interviews and asking questions.

Bill B. , a member of the oversight committee, noted that the committee has seen some flow charts but no official report yet.

4. Old Business

Clean Water Protection Sub-Committee -

The sub-committee presented their report to the Town Council on March 11th. Mark Milne will work with the Town Manager on any further analysis needed for the Council. He may bring back items to the sub-committee for check-in and feedback.

Bob C. said he would be happy to support Mark in that process.

Bill B. mentioned the idea of a “road-show” on the report was still up in the air.

Bob C. mentioned that the Wequaquet Lake Association did request a presentation for some time in July. He will come back with any details.

CIP Sub-Committee -

The CIP Plan is being submitted to the Town Council this Thursday. Mark will provide the committee with the Town Managers short list. Mark anticipates the first reading on 4/1 and workshops that would include staff presentations and a public hearing on 4/15. Mark recommends that the CFAC CIP sub-committee attend the 4/15 meeting.

Parking Lot Fee Proposal -

Laura C. inquired if there was any feedback on the submitted proposal?

Mark M. has provided the proposal to the legal department for review. Town attorney Ruth Weil’s initial reaction is that it could not be implemented as it would be considered a tax. Mark will ask Ruth to respond in writing to the proposal.

Bob C. inquired about how money is currently collected?

Mark M. explained that it is a licensing fee for the parking lot.

Bob C. suggested that Ruth W. research the restrictions on increasing the fee amount.

Laura C. inquire about how fee is set.

Mark M. explained that a cost of service analysis need to be done and the fee can only recoup the cost of service to the town. Currently the only cost is enforcement and administrative overhead. Mark will follow up with Ruth Weil.

Airport Terminal-

Mark M. noted that the Airport Appropriation request would be on the 4/1 agenda for Town Council.

Bob C. inquired why it was held over?

Mark M. replied that he thought the Council wanted to have some workshops on questions about the business plan. It would also coincide with a request for the Air Traffic Control Tower.

Laura C. asked how the funding concerns were being resolved?

Mark M. responded that a letter was sent to the Town Manager indicating a willingness from the Airport to see land “outside the fence” with FAA approval if the Department of Transportation (DOT) funding were to fall through. Mark noted that the representative from the DOT did not appear to provide confidence to the town about any guarantee on the funding as it is subject to annual appropriation.

Bob C. inquired if the Town had reserved the right to an independent appraisal?

Mark M. was not sure but would think they need to get an independent appraisal to compare with the Airport evaluation.

Bill B. asked who is the ultimate owner of the land?

Mark M. believes the title is under the Town but with the Airport in control of the land. He would need to confirm however. The FAA adds a layer of red tape. Mark M. thinks the Town Council would ultimately approve any sale.

Bob C. wondered if the land would fall under general regulations or FAA specific regulations.

5. New Business

Bob C. had questions about Dr. Patricia Grenier comments regarding the Special Education Student Costs in the FY11 School Budget proposal.

Mark M. replied that the district had “lucked” out with some students aging out thus reducing costs.

Bob C. also inquired about the comment on utilities going up?

Mark M. indicated there was a budgeted increase for utilities but he does anticipate that cost are likely to go down. He thought there was a miscommunication of information to the Superintendent.

Bob C. also questioned the use of ARRA funds.

Mark M. responded that the ARRA funds were not used in the current year and would be used the next year.

Laura C. requested YTD information for the current budget year.

Laura inquired about the Charter Schools budget amounts.

Mark M. explained how the appropriation of funds was shown and that the boards of the Charter schools set the individual budget amounts.

FY11 Budget -

Mark informed the committee that Senate President Therese Murray and House Chairman Ways & Means Committee agreed to no more than a 4% cut to the FY11 local aid. Mark noted that this may change. Mark indicated that a 15 % reduction was used in the FY11 projections and he plans to bring that down to 10% base on this news. Mark noted there is a \$575K reduction in the Municipal Operating budget for FY11. He will email the committee some information on the Municipal Relief Act and what it contained.

Mark thinks there are some areas that the Town may be able to leverage such as:

- Regional Property Valuation
- Optional Early Retirement Program
- Health Insurance - Mandatory switch to Medicare not subject to collective bargaining
- SPED schools required to lock rates for the FY
- Allowance of overlay accounts outside of Prop. 2 1/2
- Increase in Assessor penalty fee

Overall Mark noted that there is no new net revenue growth and there is a \$500K increase in fixed costs.

Laura C. inquired about how any excess revenues for the HYCC would be handled?

Mark M . replied that as an Enterprise Fund they would like them to put money towards paying down the Debt Service which would then create an increase in funds available to the Capital Trust Fund which could expand Capital projects.

Mark M. noted that they will eventually charge the HYCC for indirect costs such as administrative services but the first priority is to make sure they can run and be self sustaining.

6. Discussions

None

Meeting adjourned at 8:24 p.m.

Next meeting is scheduled for Monday April 5th at 7 p.m.