



# 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  
Henry McClean  
Tom Michael

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

Richard Barry  
James Munafo Jr.

### CFAC MEETING MINUTES

1.03.11

7:00 PM

Growth Management Conference Room

CFAC Members Present: Bill Brower, Robert Ciolek, Ralph Krau, Henry McClean

CFAC Members Absent: Laura Cronin, Stanley Hodkinson, Tom Michael

Councilors Present: None

Staff Present: Mark Milne - Finance Director

#### 1. Call to Order

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

#### 2. Act on Minutes

Motion made and accepted to approve the minutes of 12.06.10.

Vote: Unanimous

#### 3. Chairman, Staff & Councilor Comments

Bill Brower informed the committee he had attended the Town Manager's public hearings on fee rate changes as well as the updated to the Town Manager section within the Administrative Code. The changes recommended by the CFAC committee were accepted.

Mark Milne indicated the online e-code would be updated eventually to reflect the changes.

Bob C. commented on the fact the Councilor attendance at the meetings has been poor. He wondered if there was another Councilor that would be more receptive to attending and participating in the meetings.

Bill B. responded that he would broach the subject with Council President Chirigotis.

#### 4. Old Business

##### FY12 CIP

Bill B. and Henry M. has each compiled and provided their respective questions to Mark M.

Mark M. suggested that based on their questions, the sub-committee should invite the Airport, DPW department heads and the School Superintendent to the next meeting to discuss their requests.

Mark M. will coordinate setting up a meeting date and time.

Mark M. mentioned that the Town is contemplating a two-year CIP Plan in order to take advantage of the lower interest rates in the bond market as well as a decline in current construction costs. He requested the sub-committee take this under advisement and provide their comments to him. He would like to include the sub-committee to include comments in their report.

Bob C. inquired about what happens in year two?

Mark M. indicated that essentially there would be no CIP plan in year two unless there was specific reason i.e. unexpected emergency or grant or other funded project.

Bob C. inquired about the integration of the Waste Water projects with the Capital Budget?

Mark indicated there would most likely be no further appropriations to 'Clean Water' projects until the Citizens Advisory Committee (CAC) comes forward with their report to the Town Council.

Bill B. noted the removal of the Administrative Services proposal related to improvements for leased property sites.

Mark M. noted that request required additional thought and work be done on it therefore it was retracted at this time.

#### FY12 Budget

Ralph K. encouraged the administration to remain in close contact with the new state representatives to keep abreast of any changes coming from Beacon Hill.

Mark M. confirmed he sent a letter to the Town Manager regarding the Committee's concerns over potential suggestions to change the tax exempt status of municipal bonds. He indicated a resolve may be placed before the Town Council to express their opposition as well.

Bob C. inquired about a date they could expect to see a draft of the FY12 Budget.

Mark M. replied they would get a copy of the Town Managers proposed budget once available.

Bob C. commented it would be helpful to have a "final draft" as early as possible. The CFAC committee has a tight window in which to review the document.

Mark M. replied that they could look at the FY11 budget as it will be relatively close. There are no significant changes anticipated.

Bob C. requested Mark notify the committee if a significant change or deviation where to occur. He praised Mark for the stable finance procedures and budgetary process currently in place.

#### 5. New Business

#### FY12 Meeting Schedule

The committee voted and approved acceptance of the recommended FY12 meeting schedule.

Vote: Unanimous

Meeting adjourned at 7:57 p.m.

Next Meeting is scheduled for January 18, 2011.