



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

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### CFAC Committee:

#### Chair:

Laura Cronin

#### Members:

Robert Ciolek  
Stanley Hodkinson  
Ralph Krau  
Henry McClean  
Jacqueline Michelove  
Gregory Plunkett  
Laurie Young

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

James Tinsley  
Debra Dagwan

### CFAC MEETING MINUTES

5.21.12

7:00 PM

Growth Management Conference Room

CFAC Members Present: Robert Ciolek, Jacqueline Michelove, Laurie Young, Ralph Krau, Henry McClean

CFAC Members Absent: Gregory Plunkett, Laura Cronin, Stanley Hodkinson

Councilors Present: None

Staff Present: Deb Childs - Finance/Budget Analyst

#### 1. Call to Order

Bob Ciolek called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

#### 2. Staff, Council & Chairman's Comments

Bob C. reviewed that letters had been forwarded welcoming the new Town Council liaisons.

## Old Business

### Solid Waste Review Sub-Committee Status Report

Bob noted that the REC has a July date for going before the Town Council. A copy of their final report will be forthcoming once it is finalized.

### Danforth Property RFP process

No Update

## New Business

### Performance Measures/Metrics

A meeting was held on Wednesday May 16<sup>th</sup> with the MEA division and Lynne Poyant, Community Services Director. The committee was informed about the various programs offered and issues encountered by the MEA division. CFAC requested they draft some proposed performance measures for their division. Any suggested should be forwarded by Friday May 25<sup>th</sup>.

Laurie Young and Jacqueline Michelove provided suggestion measures for the Marina Activity and Waterways Safety Program, respectively. (See attached)

Jacqueline inquired what happens if no information is received from the MEA division.

Bob responded CFAC would move forward with offering suggestions and check back with them in six months to assess any progress. He anticipates following up with Mark Milne about the town wide efforts as well.

## Operating Budget

Bob C. forwarded a second draft with proposed comments. He reviewed the document and the suggestions being made by the CFAC committee.

- Acknowledging impact of CFAC to changes in Budget: i.e. Budget Summary document, Performance Measures, and successful retreat with Town Council.
- Suggested review of revenue forecasting
- Suggested review of Town Council policies such as Reserve policy and 60/40 revenue sharing policy.
- Concern over change in how Health care and benefit costs are accounted for within budget document.
- PILOT Program possibilities
- Independent districts. i.e. Fire Districts
- Enterprise Funds
- Airport Budget suggested changes to better detail “Charges for Services” category
- School Department and declining enrollment impact on future budgets

Bob requested any comments or suggested changes from the committee be forwarded ASAP.

Ralph commented that Bob had done good job putting the letter together.

### 3. Discussions

None

Meeting adjourned at 7:50 p.m.

Next Meeting - Tuesday, May 29th @ 7 p.m.