



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
Neil Kleinfeld
Chris Lauzon
Wendy Solomon

Staff Liaison:

Mark Milne

Councilor Liaison:

Paula Schnepf

MEETING MINUTES

05.22.2023

6:00 PM

Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/88595660264>

Meeting ID: 885 9566 0264

Roll Call:

Chair Lillian Woo called the CFAC Zoom meeting to order at 6:00PM

Roll call and quorum verified by Clerk Chuck

- **CFAC Members Present:** Lillian Woo, Hector Guenther, Jacky Johnson, Neil Kleinfeld, Chris Lauzon, Wendy Solomon, and Chuck McKenzie
- **CFAC Members Absent:** none
- **Councilors Present:** Betty Ludtke
- **Staff Present:** Director of Finance, Mark Milne
- **Other Present:** None

Act on minutes:

No minutes to approve at this time.

Public Comment

None

FY 2024 Operating Budget review:

The only major change was to Revenue Sources.

The cover page is good, and the only change would be to the approved date.

The contents page now reflects all updated changes.

Methodology and Overview:

- Confirmation from Mark ensuring that the numbers are reflected correctly.

Revenue:

- The projected revenue table is new and percentage figures updated per Mark's input. Totals now match headers.
- Add a footnote for the readers regarding how taxing capacity is defined.

Wendy shared concerns from Cotuit regarding 30% increase according to neighborhood codes; and confirmed that the tax rate is *not* set by the Finance Committee and to ensure the Tax office *not* share that comment.

Mark shares waterfront neighborhoods have seen tax increases based on real estate sales. Suggestion for future agenda to include the Director of Assessing, Lane Partridge.

- 2nd sentence under Projected Revenue for FY24 changed to read "This is a 6.3% increase over the FY 2023 operating budget for the General Fund and nine Enterprise Funds."
- 1st paragraph page 5:
Change language to reflect 'Chapter 70 aid from the State of Massachusetts ...'
Chapter 70 aid was developed by the State of Massachusetts to help fund education at the local level and goes to the Town. Aid increased by \$6 million, same as school budget, so no new property taxes were needed to be dedicated to the school department budget.
- Minor editorial changes

General Fund:

- FY24 budget is up by 6.4% and the increase is generated from property taxes and Chapter 70 aid.
- Minor editing changes
- Property tax increases will benefit from Vineyard Wind project.
- Last paragraph before Expenditures – language edited.
- A new stabilization fund was established by vote a few years ago dedicating HCA payments to our town managed drinking water system. Sentence updated to reflect public drinking water.

Committee discussion to take place after budget review has finished regarding effects of Vineyard Wind and local water districts water utilization.

Expenditures

- Minor editing changes
- Breakdown shows General Fund and fixed costs allocations.

Summary

- The Town of Barnstable continues to show consistent AAA rating.
- As we increase the possibility of debt service in our fixed costs, available amounts will be impacted for the General Fund. Where all other summaries in this document speak to costs, inflationary factors, and staffing, changing the language to reflect that here is recommended in what we are looking at going forward. Jacky to email draft language to Lillian and Mark, once that is done it will be forwarded to Mark will then finalize the report and send it out to the Town Council with the added language.
- Additional minor editing changes

School Department

- Feedback from Chris Dwelley and Sarah Ahern regarding the amount of staffing covered by grants and not by school budget has been updated in this version. Update also included funding percentages for students with disabilities.
- Minor editing changes
- The analysis regarding resources allocated to English language learners and economically disadvantaged categories is excellent. Funding education is challenging for the Town.

Employee Benefits

- Vacant positions throughout the town are around 100.
- Salaries are comparable if not better than other towns, but the benefits offered by the Town of Barnstable are lower.
- Almost half the workforce in town does not take health insurance. Should the health insurance contribution change for the benefit of the employees many more will sign up.
- The number of staff who live off Cape is not known currently.

CWMP

- This version includes all comments and recommendations to date.
- Capital outlay in the operating budget references vehicles and computers.

Police Department

- Largely unchanged but does include open positions.
- Should there be a group of new recruits from the police academy, an FY24 allocation for that training will be required.

- Civil Service requirements were set by the Town made decades ago, to change that it must go through union bargaining and then by Town Council. This requirement has posed an impediment to hiring.
- Minor editing and grammatical changes.

Enterprise Funds

- In addition to fees charged for services there are other components for funding sources.
- Each fund has an explanation broken out into a little more.
- Minor editing and grammatical changes

Fixed Costs

- Relatively no changes from previous version
- Minor editing and grammatical changes

Looking Ahead

- Changing the language that alludes to possible future overrides reading for more clarity.
- The additional \$6 million Chapter 70 aid to be received allows for some of the property tax increase next year and redirect those funds to the CWMP. This is an annual commitment of \$2 million each year.
- Minor editing and grammatical changes.

Motion made by Neil K. that subject to the additional clarification on challenges that we talked about earlier being added to the report, that we accept it; seconded by Wendy S.

Roll call vote by Chuck: Lillian=yes, Hector=yes, Jacky=yes, Wendy=yes, Neil=yes, Chris=yes, and Chuck=yes.

Motion passed unanimously.

Mark will work that language into the final report once it is received from Lillian and Jacky and then send the report out to the Town Council and the Town Manager.

The next CFAC meeting is scheduled for June 12th.

- The agenda will include preparation for assembling the financial overview report. If you do not have a copy, it can be found on the CFAC website.
- Election of Officers

Motion to adjourn the meeting by Hector, seconded by Wendy.

Roll to adjourn called by Chuck: Lillian, Hector, Jacky, Wendy, Neil, Chris, and Chuck

Meeting adjourned at 7:55pm

Respectfully submitted.

Theresa M. Santos



CFAC Report on
Proposed FY24 Opera

Attachments: