



The Town of Barnstable
Comprehensive Financial Advisory Committee (CFAC)
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CFAC Committee:

Chair:

Chris Lauzon

Members:

Vice Chair, Jim Sproul

Clerk, Jeremy Shea

Barry Conyers

Satchel Douglas

Chris King

Rimas Puskorius

Lillian Woo

Staff Liaison:

Mark Milne

Councilor Liaison:

Betty Ludtke

MEETING MINUTES

Comprehensive Financial Advisory Committee

04.13.2026

6:00 PM

Join Zoom Meeting:

<https://townofbarnstable-us.zoom.us/j/86714676432>

PHONE:

877-853-5257

Meeting ID:

867 1467 6432

Roll Call:

Chair Chris Lauzon called the CFAC Zoom meeting to order at 6:00pm

CFAC Members Present: Barry Conyers, Satchel Douglas, Chirs King, Chris Lauzon, Jim Sproul, Lillian Woo, and Jeremy Shea

- Roll call and quorum verified by Jeremy Shea:
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- CFAC Members absent: Rimas Puskorius
- Councilors Present: None
- Staff Present: Finance Director-Mark Milne, Deputy Finance Director-Gareth Markwell, DPW Assistant Director-Rob Steen, Town Engineer-Griffin Beaudoin, DPW-Highway Supervisor-Sean Jones, DPW Structures and Grounds Supervisor-PJ Kelliher, DPW Solid Waste Supervisor-Tracey Regazio, DPW Water Pollution Control Supervisor-Andrew Boule, and DPW Water Supply Supervisor-Hans Keisjer
- Others Present: None
- Public Comment: None

Motion to approve the minutes of March 23, 2026, made by Chris King, seconded by Lillian Woo

Discussion: none

Roll call vote by Jeremy: Barry-abstain, Satchel-abstain, Chris K.-yes, Chris L.-yes, Jim-yes, Lillian-yes, and Jeremy-abstain

Minutes approved as submitted

Department of Public Works FY27 Operating Budget – General Fund, Solid Waste Enterprise Fund, Sewer Enterprise Fund and Water Enterprise Fund

Water Pollution Control increase requests review provided by Andrew Boule

- \$76,340: Electricity has seen substantial usage and rate increases despite continual conservation measures in place
- \$30k: Repairs and maintenance of sewer lines; a result of breaks within the public right, causes could include root intrusion and age of lines
- \$10k: Repair and maintenance of renewable energy systems (solar arrays, wind turbines, remote monitoring systems and switchgear); service contracts that keep the maximum possible production of electricity are in place; annual credits generated are @\$400k
- \$8k: Overtime costs resulting from responding to emergencies, overnight calls, and contractual obligations
- \$14k: Ongoing repair and maintenance of the existing 31 pump stations
- \$8k: Natural gas rate increases, and anticipated costs for new pump stations anticipated to come on in FY27
- \$4k: Water rate increases
- \$3k: Inflationary increases for office supplies
- \$2,500: Uniforms for staff
- \$100k: Operating capital renewal allows for funding of emergencies without having to seek additional appropriations from the Town Council (TC) for the breakdown of major equipment which does not normally fit into the Operating Budget(OB); i.e. Old Colony channel grinder
- \$50k: Stewarts Creek grinder pump

Discussion:

- An annual request of \$100k for operating capital funding is made for funding the repair of large pieces of equipment that do not fit into the routine operating budget
- Members appreciate the clear and concise descriptions provided
- All energy produced at the treatment plant is fed back into the grid and WPC received credits on electric bills
- Mark explained how the Comprehensive Wastewater Management Plan (CWMP) requests are just for the implementation of the sewer expansion program, a sub-component of the sewer enterprise fund. It is tracked by separating it from the actual operation of the WPC facility. Once projects are completed, they are then managed by WPC
- Staffing status and further details for overtime costs reviewed
- Additional review of the projected cost increases due to number of new pump stations and respective utility rate increases provided

Water Supply Division increase request review provided by Hans Keijser

- Water Supply Division runs the Hyannis Water System
- \$637,767: Increase accounts for the escalation formula outlined in the Veolia contract that covers testing, electric power and chemical cost increases \$637,767
- \$249k: For operating capital to cover police details and emergency repairs due to inflation and market increases
- Mark shares that both WPC and WS operations include a significant increase in debt service due to continued improvements in both drinking water and sewer systems. There are new loans issued in FY25 from the states revolving loan fund as well as a general obligation bond issue. Both operations are self-supporting and both have a 5% rate increase for FY27 before the Town Manager (TM); they will either be approved or changed and that

decision is expected within the next few days. These increases are due to the additional loans issued to fund those operations capital programs

Discussion

- Hans's review of Veolia's contract, role and expertise included:
 - * Their five (5) year contract with three (3) five (5) year extension options will end in a few years requiring a new RFP
 - * Responsibilities include operating all pumps and storage tanks, regulatory compliance, MA DEP reporting, billing, answering phones, and emergency repairs; all oversight is done through Hans.
 - * Annual list of mandated deliverables per the contract
 - * Should problems arise expertise and manpower are sought and utilized nationwide
 - * Review provided on their staffing, compensation, and comparative housing challenges, and how they are similar to that of the Town of Barnstable (TOB) despite their ability to provide incentives, training, licensing opportunities and higher salaries.
 - * Contracting with Veolia as opposed to the TOB doing the work and paying employees is cost-saving.
- FY27 contract increases include the Straightway plant's additional labor needs and increases in both utility and chemical costs. This contract's escalation formula includes a percentage to be paid for personnel, indexes for Consumer Price Index (CPI), electricity and chemicals

Solid Waste Division increase request provided by Tracy Regazio

- \$6,600.00: For recycling materials disposal (plastics, cardboard and paper)
- \$4k: Increased costs for Center for Hard to Recycle Materials (CHARM), these are items recycled for a fee (rechargeable batteries, glass, freon, propane, mattresses)
- \$20k: Salary wages and overtime costs for contractual COLA and step increases. Staffing on Sundays is all overtime
- \$35k: Kubota RTV replacement. The two on site are used for plowing and salting, rotated on a regular basis to extend life span, as they age maintenance costs increase

Discussion:

- The proposed increase in the cost of a sticker is than projected due to both new and lower disposal contract costs and using a small amount of reserves to provide rate hike mitigation resulting in a 9% increase as opposed to 12% this year. The TOB with the assistance of an outside company that does for rate projections for municipalities nationwide; these models are updated annually
- Potential harvesting of methane gas from the capped landfill, which is piped, however, it is not known if it could produce enough or sustainable
- Solar farm benefits reviewed
- Recycling disposal and costs
 - * Disposal of recyclables costs more than trash disposal
 - * Recycling disposal separation is mandated by DEP
 - * All disposals must be trucked out, and those costs have risen as well
 - * Metal recycling does make money
 - * Composting program options, costs, changes, permitting, and hinderances reviewed. There are programs in place for yard leaves and yard waste; a food waste program is on site; however on-site composting is not permitted. There is a certified food waste vendor in place. Even though it is not mandated to remove it from the waste stream, that state mandate is coming. A grant program through recycling dividends paid for five (5) years' worth of disposal, this was then added into the budget last year.
 - * Mainstream disposal costs @\$115 per ton plus trucking, and food waste costs between @\$180-\$200 per ton; each trucking load is @\$275 per load.
 - * Recyclables contamination does result in additional costs; however, it should be noted that occurrences have been reduced due to staff efforts

CWMP increase request review provided by Griffin Beaudoin

- Increases are minimal for operational purposes and have remained close to level funded. Items include software maintenance professional services, professional services for legal services, training, cell phones, and various operations needs of the staff that manages the CWMP implementation.
- No operating capital expenses and no significant increases in operating expenses
- Current staffing issues include vacancies, and challenges to fill those vacancies to support the program. Open positions are advertised, recruitment avenues are in place, internal promotion measures are pursued, hiring outside consultants is necessary.
- Staffing plan projections for the four (4) major active projects under construction scheduled to begin this fall, and more each year, it is necessary to get these positions filled; vacancies make that more challenging. When those positions remain unfilled contracting with outside consultants is necessary but not cost effective.
- Retention measures continue to be reviewed
- Members and staff discussed program models, contracting and effects on labor issues.
- Stopping the implementation of the CWMP is not an option; compliance with the total maximum daily loads (TMDL's) is mandatory. Effects in choosing to stop means the municipality would likely be sued, incur an administrative consent order, lose ability for SRF funding in the 25% offset, be forced to complete the project but in more dire conditions. Options would be heavy cuts to operations or increasing the betterment from \$10k to the actual cost per property. Currently, the anticipated override cost to each taxpayer is @\$150.00 per year. If a debt exclusion override does not pass hard decisions must be made, cutting further into the operations side of the budget which is already in a deficit; there is no other choice.
- To date, \$400m has been appropriated to date, and done within the limits of Prop 2 ½; the next round of projects for FY28-FY31 total over \$320m. Recommended options will be presented to the TC on Thursday, 4/16, this presentation will be shared by Mark to members prior to that meeting.

General Fund

DPW Structures and Grounds (S&G) increase request review provided by P J Kelliher

- \$100k: S&G is looking to contract out packer services; a contract would save @\$60k
- \$10k: Facilities needs which could include a/c replacement unit(s) or a boiler, none of which are large CIP projects but all of which could be handled in-house; these are inflationary increases
- \$10k: HYCC maintenance which is handled by S&G, these are mechanical and not program related
- \$10k: HYCC preventative maintenance agreements
- \$49,826.00: Additional Maintenance / Custodial position would reduce the need for excessive overtime, and will address the overall operation of the Zamboni and ice maintenance
- \$21,150.00: Uniforms
- \$15k: Supplies for HVAC and custodial needs
- \$5k: Building and facility's needs; like preventative maintenance agreements, this covers boiler pressure testing, fire suppression systems, alarm and fire alarm systems. Keeping up with building codes and emergency lighting certificates.
- \$5k: General building supplies for more than 50 buildings
- \$5k: HYCC general building supplies

Discussion:

- \$50k is the threshold when it goes from an in-house operating cost to a CIP
- Brief review of staffing status, challenges, internships, internal promotion growth, and recruitment measures
- Potential for solar at HYCC reviewed

DPW Highway Division increase request review provided by Sean Jones

- \$58k: There are over 12k catch basins in the TOB, of those, 5k are town owned and we are required to clean, or at least inspect and maintain roughly 2,500 annually, and they are done on a rotating basis. The current \$58k budget allows for the cleaning of 1k basins with a contractor @\$58 per basin. This request seeks to double that, increasing the contractor cleaning number to 2k annually. Using a contractor is more efficient and includes

excavation and removal of debris. Many catch basins are on private ways and are addressed only on a request or emergency basis, and at the town's expense

DPW Administration increase request review provided by Rob Steen

- \$500k: Seeking to maintain the annual budget for vehicles
- \$35k: To add one additional hazardous waste day as this is open to all town residents
- \$10k: Uniforms

Discussion:

- Members inquire about the possibility of having a municipal lumber yard; unfortunately, this is both prohibitive and not feasible
- Members are grateful for a comprehensive budget

Correspondence from Committee Members:

- CIP subcommittee did fantastic job presenting to town council, it was well received, kudos to presenters Jim, Jeremy and Rimus. Mark will be asking the TC to consider placing a ballot initiative out there for spring of 2027 similar to the recommendation of the CIP Subcommittee. With the large amount of voter initiatives on the state election ballot, and the importance of this issue to the community, it is best to be a stand-alone ballot initiative
- With Frank Warrds resignation from CFAC, the OB Subcommittee is down a member; Jim has offered to assist, others are welcome to assist as well. The next meeting is scheduled for 4/14 at 4:00pm via Zoom, please let Mark know if you need that link.
- Public hearings on the OB begin June 11th, and if needed will finish on 6/25; looking to have the draft report ready for CFAC's approval on May 26th so it can be provided to the TC by June 4th, which is one week prior
- The FY27 budget proposal is still under development. Conversations with department heads continue, as does addressing fiscal challenges. Any adjustments to the Enterprise funds will be provided to members. Many priority decisions have yet to be made, the goal is to have a final proposal by the end of April because the TM must submit his budget proposal to the TC by May 13th.
- Members request Mark to share the final School, DPW and Police budgets with members
- Welcome to new members Satchel Douglas and Barry Conyers; both members shared a brief background and desire to learn more about the TOB, and their desire to learn more about town operations

Matters not reasonably anticipated by the Chair: none

Communications from Staff:

- Presentation to TC on fiscal policy and revenue strategy as it specifically relates to the CWMP on 4/ 16; workshop will take place after Executive Session and regular business. Councilors will be provided with the recommendation of a debt exclusion to continue the implementation of the CWMP, that financial impact, procedures for ballot initiative, and the steps needed for it all. It will then be turned over to the Town Attorney who will review campaign election laws and legal guidelines and limitations for staff and committee members; written documentation will be provided to members.
- Workshop will include the 12 projects planned for implementation for FY28-FY31 which total @\$320m; resources needed for these fiscal years are not in place yet; and that recommendation is a debt exclusion. That recommendation guarantees those funds cannot be redirected elsewhere. Additional taxing only happens if projects are approved by the TC, and go forward, it will take a few years before the costs are implemented. The tax levy is gradual and wouldn't be seen until @FY31. When the project begins the TOB gets 0% financing from the SRF to fund ongoing constructions costs, then @1 year after construction starts or 50% or more of the project completion is done, that short-term financing is then turned into a long-term loan for 30 years, that is what will go on the tax levy. The other two (2) options create an immediate, and larger tax levy. The presentation will show what the tax rate impact is and what the tax bill impact for a median valued homeowner

- Existing debt, existing tax levy, excess taxing capacity, borrowing capacity, and voter approval requirements reviewed
- Water Infrastructure Fund (WIF) usage options reviewed and not recommended at this time
- The only project right now that qualifies as stormwater / coastal resiliency is the gatehouse and access road move at Sandy Neck, and that is funded through state grants
- Creating a WIF now would not create enough funding, and that funding could be redirected to a drinking water or stormwater project and away from the sewer construction; it would not sit well if the voters were asked to approve this for the CWMP and then have those funds moved to other initiatives, despite how important drinking water and stormwater is
- Members will have an opportunity to report back to the TC on the recommendation and include that beyond the CWMP, there are other things to be thinking about
- CWMP cost performance: A few of the recent projects have come in under budget. The Strawberry Hill Road project required an increase which was approved by TC, it came in over budget, required additional work because the line was so deep, the cost estimates to homeowners were so much more expensive, that risers were installed for them installed at a cost of @\$800k. There has not been a need to return to TC for additional funding. Rte 28 West is just getting under construction and withing budget, Centerville North came in under budget, Centerville South and Phinney's Lane bids are due in May; these are positive financial aspects that should be shared with residents.

The next CFAC meeting is scheduled for April 27, 2026

Motion duly made by Lillian, seconded by Chris K. to adjourn the meeting

Roll call vote by Jeremy: Barry-yes, Satchel-yes, Chris K.-yes, Chris L.-yes, Jim-yes, Lillian-yes, and Jeremy-yes

Meeting adjourned at 8:15pm

Respectfully submitted

Theresa M. Santos

This meeting was recorded and is available at <https://townofbarnstable.us/boardscommittees/CFAC>



2026.03.23 Minutes
CFAC Draft.pdf



FY27 Enterprise
Fund Budget Proform