



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

04.27.2026

6:00 PM

Join Zoom Meeting:

<https://townofbarnstable-us.zoom.us/j/81415425534>

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, Chris King, Chris Lauzon, Rimas Puskorius, Jim Sproul, Lillian Woo, and Jeremy Shea

- Roll call and quorum verified by Jeremy Shea
- CFAC Members absent: None
- Councilors Present: Kris Clark
- Staff Present: Deputy Finance Director-Gareth Markwell
- Others Present: None
- Public Comment: None

Motion to approve the minutes of April 13, 2026, made by Lillian, seconded by Barry

Discussion:

- Minor editing changes
- Clarification requested and received as to why some costs fall under DPW as opposed to HYCC

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

Minutes approved as amended

Update from staff on the development of the FY 2027 Operating Budget

Review provided by Gareth

- As the work on the budget calendar continues, it is nearing the end and determining final priorities for the Town Manager (TM) to propose to the Town Council (TC). Last week the short list was reviewed and Mark Milne met with the TM where final answers were determined. A preliminary budget with that short list of projects to move forward will be distributed to Department Heads.
- The total budget is up @\$11.3m and includes:
 - * \$3.2m for snow and ice deficit from the previous storm
 - * \$1.4m (2.6%) increase for municipal operations
 - * \$2.8m (@3%) for school operations
- Municipal operations will be balanced using @\$1.1m in reserves, this is @\$270k less than the FY26 budget
- The school budget is balanced using \$3.9m, this is an increase of @\$180k from school reserves
- \$6.3m of reserves are being used for other requirements, a few of which include employee benefits, debt service, fixed costs; of that \$6.3m, \$3.2 is for the snow and ice deficit
- Inspectional Services will gain three (3) new positions, those added budget costs will come from use fees which were approved back in November; these positions should be in place in late fall
- There are four (4) positions being proposed for elimination within the general fund
- @\$340k will be utilized from position vacancy savings in DPW. Some positions will purposely be underfunded as those positions will not be fully staffed for a full year
- Various lines in the TM's budgets will see a combined reduction of @\$30k
- Necessary IT Operating Budget enhancements total @\$150k and will primarily focus on cyber security, server management and general software
- The Police Department BPD requires additional funding for mandatory training, and overtime for salary growth
- Elimination of the in-house packer services and outsourcing it will result in savings for the Town
- Increase in seasonal wages for Community Services (aquatic and beach staff) will be offset by increases in beach permit fees
- Once departments have completed their review, it is anticipated that CFAC will have those budget numbers prior to the next meeting

Discussion:

- Savings from vacant positions are ultimately returned to the General Fund (GF) at year end
- Snow and ice deficit must be made up at year end, and it comes off the top of reserves.
- Enterprise Funds (EFs) discussion included:
 - * The GF provides a guarantee of all enterprise fund indebtedness
 - * Could the TOB charge EF's a fee for any of their debt incurred by the TOB.
 - * Could a land rental fee be imposed on each EF
 - * Finance department has determined that passing on those types of costs impact rate payers directly.

* Brief discussion on the possibility of establishing a risk profile of the debt that is incurred by the EF, and then the benefit associated with that guarantee; or assigning a flat fee. EFs cannot raise funds for their debt, as that must be approved by the TC. The TOB would not take on a debt that could not be repaid by the EF

- It is suggested that members consider including EF debts guaranteed by the GF in future OB reports which are presented to the TC
- All projects are reviewed for their ability to fund them by Finance, and if approved must go before the TC

4/16/2026 Presentation to the Town Council on the Financing of the Comprehensive Wastewater Management Plan (CWMP)

Review provided by Gareth

- The appropriation for the 25 projects included in the FY27 Capital Budget total \$39
- Annual debt service costs grow to over \$12m by 2033
- The existing resources committed to program will total \$16m by 2033 and include: Property taxes \$5.8m, Meals and Rooms taxes \$5.9m, Sewer assessments \$1.2m, and Subsidies and other revenue \$3.1m

Discussion:

- In order to continue the implementation more revenue is needed
- Annual service debt cost growth between now and 2033 depends on what projects are approved
- Moving forward with the identified projects for years 2028 through 2031, \$8.3m is needed in additional annual debt service. If there were no debt exclusion that \$8.3m would need to be moved from the GF to the Capital Program. This represents a little over @\$3.5% of the OB
- After CFAC's presentation to the TC, it is anticipated that an agenda item moving this forward will be seen during the summer, and discussion did include CFAC potentially providing insight by July / August. Councilor Clark suggested that Chair Lauzon contact TC President Tamash to obtain more details; also reminding members that the TC only meets once a month over the summer, but that TC leadership does meet weekly on Wednesday mornings with the TM
- In trying to obtain the quantity of lower income homeowners' ability to pay to connect, data is obtainable from property exemptions, 41A deferrals, but it would be difficult to obtain data on homeowner income levels. Collection rates are high, and tax titles are low which means there is no significant issue with the ability to collect taxes. If there were areas that CFAC wanted to look at, members are encouraged to do so.
- The exclusion would be applied universally; there would be no exclusions to elders on a fixed income
- Property owners, where applicable, would still qualify for the property exemption
- Gareth commended the conversation by Chair Lauzon on the Pat Desmaris Talk Back show and encouraged continued dialogue on the exclusion coming forward.
- Members discussed advocating in conversations with the public, clearly stating they are either providing an opinion as an individual or if specifically charged to do so, making comments on behalf of CFAC. Gareth will extend an invitation to Attorney Nober to attend and provide members with proper guidance.

Correspondence from Committee Members: None

Matters not reasonably anticipated by the Chair: None

Motion duly made by Lillian, seconded by Jim to adjourn the meeting

Roll call vote by Jeremy: Barry-yes, Satchel-yes, Chris K.-yes, Chris L.-yes, Rimas-yes, Jim-yes, Lillian-yes, and Jeremy-yes
Meeting adjourned at 6:54pm

Respectfully submitted

Theresa M. Santos

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

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