



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

05.11.2026

6:00 PM

Join Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/82519669067>

PHONE: 877-853-5257

Meeting ID: 825 1966 9067

Roll Call:

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

CFAC Members Present:

- Roll call and quorum verified by Jeremy: Chris King, Chris Lauzon, Rimas Puskorius, Jim Sproul, Lillian Woo, and Jeremy Shea
- CFAC Members absent: Barry Conyers, and Satchel Douglas
- Councilors Present: Betty Ludtke
- Staff Present: Deputy Finance Director-Gareth Markwell
- Others Present: None
- Public Comment: None

Motion to approve the minutes of April 27, 2026, made by Lillian, seconded by Chris K.

Discussion: none

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

Minutes approved as submitted

Review Report from the Operating Budget Subcommittee

Review provided by Lillian

Chris K., and Lillian express appreciation to Jim for stepping up to analyze the school budget

Title Page:

- Suggestion made to use the CFAC

Page 2: Reviewed with no changes

Page 3: Reviewed with no changes

Page 4:

- Revenue increase of 6.2% for a total budget is \$294,572,579.00

Discussion

* The Town of Barnstable (TOB) has a strong credit rating, and good revenue from various sources, but the opening sentence “*The TOB maintains a strong financial position...*” does not support the

* Reserve funds are not sustainable in the long term to continue to fund recurring operating costs. While the importance of those recommendations is in the content of the report, adding a few key message points into the introduction of the report will substantiate the significance of those challenges.

* The opening sentence will be changed to “*The TOB’s revenues are based on two (2) important factors...*”

Pages 5: Reviewed with no changes

Page 6:

- Minor editing; the last paragraph to begin with “*The Town forecasts...*”

Page 7:

- * Recommendations include Real Estate Transfer Fee, and the Municipal Empowerment Act (MEA). If the MEA passes, and the TOB implements it and uses it, it could generate another \$3m annually

Page 8:

- Heading will change to *Other Requirements*
- Clarification and brief review of funding sources
- Minor grammatical changes

Page 9: Reviewed with no changes

Page 10:

- Recommendations to update fiscal policy, repeat need for new revenue sources,
- Last paragraph language will begin with “*Future costs...*”
- The term *fixed costs* throughout the document will be replaced with “*other requirements*”

Page 11:

- The content reviews in detail the district’s financial health
- Shifting demographic and the current parameters that the school district operates under cannot continue to be supported; these two (2) factors need to be addressed
 - * Looking at dropping ten (10) full time equivalents which is almost a \$1m reduction. This is the beginning, should we be unable or unwilling to meet the financial needs of the department
 - * With six (6) other high schools that students could choose to attend, our enrollment numbers have decreased by 10%, yet the funding costs of students attending other schools remain significant; not allowing our students

to receive the services that they need, nor have the facilities required to receive an appropriate high school education

Discussion:

- Developing objective measures of success is happening; suggest changing the language from “*strongly urges them to devise it...*” to “*supports their efforts to...*”. The state is conveying that competency determinations by subject area results in stricter graduation requirements being implemented. Currently it is English and Math for graduating seniors, next year will also include history and science. Graduating seniors must pass both the course and the final exam; if they do not there are remediation measures in place that the schools have been working on. It was also noted that those requirements should be properly communicated to parents / guardians.
- Review of what the modernized fiscal formula means, as well as financial challenges the 60/40 split
- * The challenges faced with that split; how and potentially why the 60% from the General Fund should be higher to meet the needs of the school district. Suggest including or change language to reflect more resources need to be put into the school system which would require changing the formula. This supports the need to generate revenue as the schools are not the only department that continues to see increased costs.
- The two (2) choices are a: change the formula to increase the top line or see how costs can be redistributed to keep the level of current services.
- FY25’s report did recommend a reevaluation of that 60/40 split, only TC can make that decision. The committee recommends asking TC to review it and decide whether to either keep it or change it
- Request to add a sentence clarifying *modernized fiscal formula*; suggest language to read “*reevaluate the historical revenue allocation*”

Pages 12-15:

- DPW Operating Budget has not grown much and is stable; personnel costs have increased, and operating expenses have decreased.
- Challenges remain in the hiring of professional higher-level positions. Current restrictions include union related concerns, housing availability for a candidate who may come from farther away, competitive salaries with the non-municipal market.
- Suggested incentives include sign-on bonuses with contractual commitment and municipal housing
- The three (3) DPW EFs are self-sustaining, and the departments continually seek out cost saving measures

Page 16-17:

- Review provided for the 3.14% increase in the Police Department; the majority of the increase comes from personnel and operating costs
- Discussion
 - * Clarification on costs for police details; both funded from special events and projects as well as non-funded events (i.e. protests). There are non-funded requirements that require police details.
 - * The use of flaggers; contracts in place to provide flaggers in lieu of officers, however the costs are similar
 - * Detail pay rates are different than overtime pay rates
- The removal of the Civil Service requirement has enabled four (4) positions to be filled, several positions remain unfilled
- Housing attainability remains a factor in new hires.
 - * Members discussed the Seasonal Communities designation as an opportunity for employee housing, While this topic is unrelated to the subcommittee’s report being reviewed a suggestion was made for CFAC to review that concept and create a report on a more comprehensive review of it and provide that to the TC
 - * Councilor Ludtke is not aware of the TC having any discussion with department heads about what kind of housing is needed.

Pages 18-22:

- Brief review on each EF provided; noting that the TOB has the most EF’s in the state

- The majority of the EF's are at or close to self-sustainable; the needs of the community require the HYCC to seek funding from the Capital Trust Fund and the General Fund. The Public Education and Government Access (PEG) fund has seen a decrease in revenue due to the amount of people eliminating cable services. Recommendation for the CWMP EF to continue to carefully manage the program as compared to managing its funding versus its debt service, utilizing revenue generation capabilities outside of the service provided wherever and whenever possible (i.e. solar or wind power, advertising space revenue)
- EF's are encouraged to explore and utilize advertising as source of revenue; HYCC makes excellent use of those opportunities; they are also encouraged to explore alternative energy sources to save money and build up reserves. It is important to remember that funds raised by each EF must stay within that EF

Recap:

- The following sentence will be added to EFs: *“CFAC recommends that the other EFs look into alternative revenue generating opportunities to offset rising costs”*
- No changes to DPW or Police
- One add to the school section by Jim
- The term *fixed costs* will be changed to *other requirements*
- Page 10 – Last paragraph sentence will begin with *Future costs*
- Page 6 – Last paragraph will begin with *”Town forecasts”*
- Introduction page will include the following paragraph: *Within the next five (5) years, FY27-FY31, Barnstable financial challenges will increase. Preliminary projections show costs outpacing revenue growth; with a \$9.8m operating gap in 2031. It will be necessary for the Town to find new revenue within the next five (5) years. CFAC recommends two (2) possibilities; the Real Estate Transfer Tax and the implementation of the Municipal Empowerment Act”*

Subcommittee will make the recommended changes, and the document will be brought back to the May 26th meeting for final review and approval so it may then be presented to the TC

Motion made by Rimas to have the committee reflect on the feedback and present at the May 26th meeting for final approval

Motion seconded by Jeremy

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

Correspondence from Committee Members: None

Matters not reasonably anticipated by the Chair: None

The next CFAC meeting is scheduled for Tuesday, May 26th

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

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

Meeting adjourned at 7:53pm

Respectfully submitted

Theresa M. Santos

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



2026.04.27 Minutes
CFAC Draft.pdf



2027 Consolodated
Report draft_v7 05_0