



Town of Barnstable
Comprehensive Financial Advisory Committee (CFAC)
Minutes – September 28, 2026

This meeting was held virtually, with members of CFAC participating remotely, pursuant to Chapter 20 of the Acts of 2021, as amended by Chapter 2 of the Acts of 2023.

With a quorum present, Chair Douglas called the meeting to order at 6:00pm

Roll call by Satchel: Satchel Douglas, Chris King, Sherman Baldwin, Barry Conyers, Rimas Puskorius, John Virgona, and Lillian Woo I believe it was settled “in-house” with our labor attorney.

Members absent: Jeremy Shea

Councilor’s Present: Kris Clark

Staff Present: Finance Director – Mark Milne, and Deputy Finance Director-Gareth Markwell

Others Present: None

Announcements:

- Chair Douglas read the following: Please note that in accordance with MGL Chapter 30A, §20(f), that any member of the public is welcome to record this meeting as long as they make themselves known to the Chair. None being heard; none is noted.

Public comment: None

Discussion and approval of the minutes from September 14, 2026

Discussion: Non

Motion duly made by John, , seconded by Sherman to approve the minutes of September 14, 2026 as

Roll call vote by Satchel: Lillian – abstain, John-yes, Rimas-yes, Barry-yes, Sherman-yes, Chris-yes, and Satchel-yes

Minutes approved as submitted

Review Draft of Committee’s FY27 Financial Overview Report

Chair Douglas expresses gratitude to Sherman for all his efforts in putting the document together

Capital spending:

- In the previous reports, the real numbers being put out are basically the additional projects that were added during the FY being reported, it does not include all the operational debt in progress for previous projects
- This is a focus on projects being proposed, added, and ongoing –
- This report newly approved capital projects have been grouped; the table has kept the trend as in previous reports
- Shortfall graphic added
- Suggest removing the DEO and what is below, as the discussion recommended more summary as opposed to recommendation. Add language that the deo has been approved to fund the
- Suggest eliminating the part below the line
- The last sentence – change to the town is beginning to contemplate an extension of private sector participation to address these funding needs

- Kris clark – cautions that the deo that the tc voted to put on the ballot is not ‘done’, it is subject to voter approval, even with approval those 9 projects are still subject to future TC appropriation ; suggests the 9 projects for the cwmp are still subject to tc appropriation in the future
- 1% surcharge language change ‘up to 3%’
- Clarify what wiif is

Discussion

- Approved total enterprise language
- Add language regarding cwmp enterprise fund in the capital fund new project section‘ the EF’s with the exception of hycc and cwmp are self funded) – barry will consolidate that along with the two other requested language changes
- Rimas suggests that sentence should go in the EF language page

Enterprise funds

- Suggest adding a table showing the budget reserves and debt of the EF’s and briefly discuss what that table is / means
- Delete one pie charts with a either a table or bar chart
- Fy 27 budget reserves and debt
- The explanation is that ????
- Sherman and Rimas will work further on the visual aspect

Page 1

- Comments from Mark to Sherman have been shared with members
- Referene to TOB open budget website – needs to be changed to Cleargov, and link added
- Under tax bill – a home lived in year round by its owner to ‘homeowers who claim barnstable as their primary residence ...
- Basic should only apply to snapshot
- P 3 majority funded.... Majroty funded by user fees
- Satchel will address those areas to be updated

Page 2

- Bottom after other requirements... the towns fixed costs, suggest to change ‘fixed costs’ to other requirements most of the growth is in other requirements
- Remove fixed costs in next sentence
- Insurance for employees is not fixed

Next page under schools ...

*as the towns budget is stretched thin, those projects were deferred due to the costs needing to be defined

Overall budget fund summary table

- Why is the last line surplus used for operations... change it to 2.8m number in the reserve draw, remove the word budgeted and delete surplus used line

Chris was part of producing last years product is grateful that member created this

- If there are no funds to print this report should the page order be changed to allow scrolling?
- Last meeting was suggested to give the document to town council to make the decision on how to provide it to the public
- The 4 page format is a nice way to summarize the information for the town
- The document holds strong value and having it go out in the tax bill ... give TC printed copies
- Once finalized sherman will provide hard copies
- Report cannot be submitted in the tax bills – it is prohibited by state law
- Hard copies will be provided to TC, printed in house
-

Introduction of ClearGov platform

Review provided by Gareth

- New budget transparency and new budget book being implemented
- Open budget platform previously used did not fulfill all the requirements which were working more towards a cloud based, and collaborative process with departments; real time feedback and budget review SEE TAPE
- Clear gov was founded in 2015; started as a budget transparency platform with the purpose of making municipal govt info more accessible to community residents; then morphed into budget development for organizations
- As a barnstable resident, onteh website navigate to finance webpage, select budget transparency image, in addition follow links for CIP FY27-31 or FY27 OB to digital documents
- Transparency – slowly implementing it - currently providing overview of demographics , it is customizable relative information for the TOB
- Ability to load expenses and budgets
- Some built in reporting – educational snapshots
- Snapshot of capital projects
- Looking at revenues it shows both GF and EF's as an option; going back so 2023, loaded 2027, users can switch the types of charts and they are downloadable
- Youcan drill down in detail and get to line item details
- Expenditures are similar, it will load up with total budgets and breaks it out by departments or switching to object it will give core spending categories; all the way down to the line item level
- Demographics – starts to incorporate more analysis;
- The core is meant to give residents snapsopts
- Last module in transparency suite is projects, this is where fy27 capital plan approved projects were moved over to the projects tab and organized by folders, put into depts submitting their requests
- Website is ADA compliant
- Funding update history ??
- Expenditures to day (amounts appropriated to date)
- Need to LISTEN TO TAPE
- The ultimate product allows

- The digital format captures most information from the hard copy book
- Department summaries are separated into
- Ability to run future year forecasts
- Responses from departments has been positive
- Hopeful that the fy28 budget development will be more collaborative and inclusive of departments
- Cleargov is a MA based company
- Is there anything in cleargov that would or could tie into the current work of cfac
- In last years capital budget development cycle we tried to get away from traditional spreadsheets pdf printouts for cip task force which cfac members attended; users were given access to clear gov portal to review projects online
- With some planning the potential / capability is there for members to log into the portal and look at the projects with having documents emailed
- How best to do that will be more available in November
- Members share appreciation to Gareth for providing the presentation

Notification of Future Discussion on Process the Committee will Utilize for Capital Plan Review

* Satchel wants members to think about how best to accomplish the Capital plan review looking at CIP submissions

past practice is by separate committees ***or by full committee***

how to organize the committee a

how to do the review

longer discussion to take place at next meeting

Communications from Committee Members:

*Timelines implemented in the agenda are appreciated

Communication from staff:

- Next major deadline for the toB is to set tax rate for FY27 tax year; this involves getting all property values updated and certified by the DOR; it is in process now, assessing director has resigned and challenge remains to fill the position and getting the prop values certified by the end of October. An acting director has been appointed in his absence and replacement process has begun
- Anticipated getting the tax rate to the TC in November, if that prop cert can be done in oct – trying to avoid printing in November
- Mark is retiring – finishing almost 30 year career the end of march – enjoyed working with cfac
- Members share it has been a pleasure working with Mark,
- In the middle of budget season for fy28
- FY26 auditors is in process as well

Next meeting is scheduled for 10/13/26

Motion duly made by Chris, seconded by John to adjourn the meeting

Roll call vote by Stachel: Lillian-yes, John-yes, Rimas-yes, Barry Sherman Chris and Satchel

Meeting adjourned at 7:21pm

Respectfully submitted
Theresa M. Santos

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



2026 09 14 CFAC
Draft Minutes.pdf



Town of Barnstable
— Public Annual Finar

APPROVED