Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)
Minutes – October 13, 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 Jeremy Shea: Sherman Baldwin, Barry Conyers, Satchel Douglas, Rimas Puskorius, John Virgona, Lillian Woo, and Jeremy Shea
Members absent: Chris King
Councilor's Present: Kris Clark, and Tom Keane
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 of September 28, 2026

- When corrections are recommended they must be sent directly without including other members

Motion duly made by Lillian, seconded by Jeremy to approve the minutes of September 28, 2026, as previously amended
Roll call vote by Jeremy: Sherman-yes, Barry-yes, Satchel-yes, Rimas-yes, John-yes, Lillian-yes, and Jeremy-yes
Minutes approved

Review Draft of Committee's FY27 Financial Overview Report

Members reviewed the following:

* Review of recommended changes made since last meeting
* Discussion on school section resulted in additional data and language changes
* Rimas will send Enterprise Fund table updates to Sherman
* Changes recommended at the last meeting have been implemented; Mark will provide additional language changes to Sherman
* Remaining updates to be implemented are due to Sherman by October 20th; that updated draft will be provided to members, and final review and approval scheduled for the October 26th meeting

Discussion on Process the Committee will Utilize for Capital Plan Review

Discussion and suggestions included:

* Past practice of subcommittees provided members an opportunity to become more knowledgeable and talk with departments; deciding on what message(s) are wanted to be communicated, draft a report and present it to the Town Council (TC)
* Newer committee members are encouraged to attend the workshop on Tuesday, December 1st. Past committee members shared that the inter-department conversations were both education and enlightening, and it provides an opportunity to better understand the priorities.

APPROVED

* Due to the large number of outstanding capital appropriations currently, and the financial uncertainty, the number of projects being brought forward is being reduced; and there may be two (2) different budgets for the committee to review
* A schedule of all existing appropriations will be provided to members
* The Committee's value as an advisor to TC and town leadership was recognized.
* Discussion of the approach to organizing and reviewing the capital investment program will continue at the next meeting.
* A member suggested that the Committee consider whether CFAC should review and comment on the adherence of capital investment projects to planned budgets and timelines as well as a review of the internal reporting processes Town management uses to monitor their implementation.

Communications from Committee Members:

- Jeremy continues his work on the financial history of the Town of Barnstable

Communication from staff:

- Mark is working on a Debt Exclusion Override (DEO) Frequently Asked Questions (FAQ), it is meant to be a tool that Town Councilor's would have available; that draft will be reviewed by the Town's Legal Department, and when completed it will then be provided to members
- The tax rate setting deadline is approaching with public hearings happening in November and December. This is where decisions are made to either adopt or not adopt a residential exemption, or a split tax rate between residential and commercial properties, and more. Property values must be updated on an annual basis, so work on those with the Department of Revenue for FY27 is in process.

Next meeting is scheduled for 10/26/26
Motion duly made by Lillian, seconded by John, to adjourn the meeting
Roll call vote by Jeremy: Sherman-yes, Barry-yes, Satchel-yes, Rimas-yes, John-yes, Lillian-yes, and Jeremy-yes

Meeting adjourned at 7:05pm

Respectfully submitted
Theresa M. Santos

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

2026 09 28 CFAC
Revised Draft Minutes

APPROVED