



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

367 Main Street, Village of Hyannis, MA 02601

v. 508.862.4654 • f. 508.862.4717

[www.town.barnstable.ma.us](http://www.town.barnstable.ma.us)

Email: [cfac@town.barnstable.ma.us](mailto:cfac@town.barnstable.ma.us)

### CFAC Committee:

#### Chair:

Laura Cronin

#### Members:

Robert Ciolek  
Stanley Hodkinson  
Ralph Krau  
Henry McClean  
Jacqueline Michelove

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

Richard Barry  
James Tinsley

### CFAC MEETING MINUTES

12.05.11

7:00 PM

Growth Management Conference Room

CFAC Members Present: Robert Ciolek, Jacqueline Michelove, Stanley Hodkinson, Ralph Krau, Henry McClean, Laura Cronin

CFAC Members Absent: None

Councilors Present: None

Staff Present: Mark Milne-Finance Director, Deb Childs - Finance/Budget Analyst

#### 1. Call to Order

Upon a quorum duly present, Laura Cronin called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

Motion made and accepted to approve the minutes of 11.07.11.

Vote: Unanimous

#### 2. Staff, Council & Chairman's Comments

Laura thanked Bob Ciolek for filling in as chair of the last meeting.

Mark Milne informed the committee that the Town Manager's hearing on user fees would be held at 11 a.m. on 12/6. The Town Manager would be hearing public comment on proposed fee changes. Detailed information can be found on the Town's website.

Laura inquired if changes were being proposed. Mark replied yes there are several increases proposed across various departments such as Solid Waste and the Water department.

## Old Business

### Solid Waste Review Sub-Committee Status Report

Bob Ciolek informed the committee he had forwarded a draft copy of the latest version of the sub-committee's report via email. He stressed the fact that is a draft.

Bob thanked Henry for getting good data from the Town of Westford.

Bob noted that there is an appendix to the report but he has requested Mark Ells and Mark Milne review it for input to validate the data.

Bob indicated he thinks the report will become clearer once the REC has made their recommendations.

He requested a volunteer to gather data on the Town of Plymouth. Jacqueline M. volunteered.

Bob welcomes comments, questions etc.

Laura inquired on the timeframe? Bob responded that is not available until the REC makes their decisions which is expected the end of January.

Bob C. commented on that this task is a difficult one as there are many moving objects such as the significance of the number of users using the current system versus 100%.

Laura C. inquired about the collection of private haluer numbers.

Mark stated that the regulatory guidelines only require private haulers to offer recycling does not require number reporting.

Bob C. indicated the numbers will be extrapolated from other towns, and current solid waste users.

There was further discussion of the various unknowns and assumptions to be made with regard to the various options, curbside pickup, private haulers, etc.

### New Business

#### FY13 Revenue Projections

Mark Milne welcomed any questions regarding the FY13 Revenue projections he provided. They will be incorporated into the Ten Year forecast which should be ready in early January. A presentation on the forecast is slated for the January 19<sup>th</sup> Town Council meeting.

Mark reviewed some of the assumptions he made; 2 ½ percent increase in property tax, decrease in new growth, flat state aid, increase in Ch. 70 aid that is subject to appropriation so it may not be realized, and excise tax Increase that may be a bubble.

Mark is currently working on the expenditure side of the forecast.

#### Free Cash Certification

Mark Milne reviewed the email he had forwarded regarding the approval and certification of “free cash” by the Massachusetts Department of Revenue.

Overall, the General Fund increased from \$8.4 to \$12.3 million, the Water enterprise decreased due to the timing of capital projects, the airport decreased as a result of building the new terminal, Sandy Neck represents ten months of operations, and the HYCC breaks even.

#### Open Committee Positions

Mark reviewed that the individual in question was interviewed but the committee decided not to appoint. No other applicants have been reviewed at this time.

### 3. Discussions

Ralph K. inquired if the CFAC committee members were covered under the Town's General Liability Insurance.

Mark believes that yes they are but would confirm with the Dave Anthony who handles the town insurance policies.

### CIP Sub-committee

Mark provided the sub-committee members with discs of the pertinent files for their review, including last years report. The CFAC CIP sub-committee's report is due Feb. 24<sup>th</sup>. Mark noted that he has not gone thru and edited the project submission as of yet. Mark would like to review the funding availability for projects at the next meeting.

### Meeting 12/19

Due to the holidays , the committee agreed to canceled the meeting scheduled for 12/19.

Meeting adjourned at 8:00 p.m.

Next Meeting - Monday, January 9th @ 7 p.m.