



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)

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Email: cfac@town.barnstable.ma.us

CFAC Committee:

Chair:

Laura Cronin

Members:

Robert Ciolek
Stanley Hodkinson
Ralph Krau
Henry McClean
Jacqueline Michelove
Gregory Plunkett
Laurie Young

Staff Liaison:

Mark Milne

Councilor Liaison:

James Tinsley
Debra Dagwan

CFAC MEETING MINUTES

9.17.12

7:00 PM

Growth Management Conference Room

CFAC Members Present: Laura Cronin, Robert Ciolek, Laurie Young, Henry McClean, Stanley Hodkinson

CFAC Members Absent: Jacqueline Michelove, Ralph Krau, Gregory Plunkett

Councilors Present: None

Staff Present: Mark Milne - Finance Director, Deb Childs - Finance/Budget Analyst, Tom Geiler - Regulatory Services

1. Call to Order

Laura Cronin called the CFAC meeting to order at 7:00 PM in the Growth Management Conference Room.

The minutes of 08.20.12 were approved. Vote: Unanimous

The notes of 09.07.12 were accepted. Vote: Unanimous

2. Staff, Council & Chairman's Comments

Mark Milne reviewed that the Town Council approved the sale of property on Willow Avenue, Hyannis at their recent meeting. The upcoming meeting will have one financial item related to Community Preservation Funds.

At the next CFAC meeting, Mark plans to provide some results from FY12 and calendar information for the FY14 budget.

Bob C. inquired about the legislation on the changes to the amortization schedule of betterments related to sewers.

Mark Milne replied that the legislation had been moved to a study committee. Mark will make some phone calls to see if they can get it moved along.

Bob C. noted that Falmouth has submitted a similar request.

3. Old Business

Solid Waste Sub-Committee

Bob C. watched the REC presentation to the Town Council via the TV Broadcast. He thought they did a good job. How the Council will react was not clear. They have taken the topic "under advisement".

Laura C. asked what CFAC next steps are?

Rick Elrick had offered to go out and talk about PAYT, there was some interest, but no further steps have been taken.

Laura suggested the subject be removed from the agenda. It can be revisited at a later date as needed.

All agreed

Danforth Property

The committee reviewed and discussed the draft letter proposal to Council President Chirigotis and Councilor Barton in response to the request to review best use of Danforth Property.

Vote to approve and forward letter of response: Approved unanimously.

4. New Business

Performance Measures

Bob C. inquired where the departments should be in the process.

Mark Milne replied that departments were asked to provide two items each but it is still a work in progress.

Bob C. asked if quarterly reports were available.

Mark replied no.

Laura asked what the goal frequency is.

Mark indicated only an annual review has been discussed.

Laura welcomed Tom Geiler, Director of Regulatory Services, to the meeting.

Tom reviewed the progress and steps being taken by Regulatory Services in response to the suggestions from CFAC on performance measures.

Tom stated some are being done and some are still being looked at; number of complaints is always tracked although not by category.

Tom noted the Hyannis Civic Association has been helpful in focusing on types of issues people are concerned about.

Backlogs on permits were discussed. Bob C. suggested publishing backlog by category to stimulate resolution.

Tom indicated the MUNIS system does produce various reports for him to monitor workflow.

Laura discussed performance measure could stimulate efficiencies, identify duplicate efforts or justify needed clerical or other support. She also commented they could help manage public expectations.

Bob C. inquired about what had been submitted to date from Regulatory Services.

Tom referred the committee to the budget book.

Discussion continued on various examples of data that could be reviewed and obstacles the Regulatory Services department faces in gathering the data.

The committee thanked Tom for his time.

New Business

None

Meeting adjourned at 8:40 p.m.

Next Meeting - Monday October 1st @ 7 p.m.