



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

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### CFAC Committee:

#### Chair:

Laura Cronin

#### Members:

Robert Ciolek  
Ralph Krau  
Henry McClean  
Jacqueline Michelove  
Gregory Plunkett  
Lillian Woo

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

James Tinsley  
Debra Dagwan

### CFAC MEETING MINUTES

2.10.14

7:00 PM

Growth Management Conference Room

CFAC Members Present: Gregory Plunkett, Lillian Woo, Laura Cronin, Ralph Krau, Henry McClean

CFAC Members Absent: Robert Ciolek, Jacqueline Michelove,

Councilors Present: None

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

#### 1. Call to Order

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

#### 2. Act on Minutes

The minutes of 01.27.14 are not yet available. No action taken.

#### 3. Communication From Committee Member

Laura noted that three members of the committee are unavailable for the 3/24 meeting. She recommends the meeting be cancelled as they would not have a quorum. All concurred.

#### 4. Communication From Councilors and Staff

Mark discussed the potential departments to invite to the upcoming meetings to review budgets. He suggested Community Services or the Police Department. The committee agreed to invite the Police department for the 2/24 meeting and Community Services for 3/10. Mark will check availability with the department heads.

Mark noted that the first kick off meeting with the Collins Center analyst on Performance Measures is set for Tuesday 2/11. He will keep the committee updated as needed but does not expect any results to be seen in the budget documents until FY16.

Laura noted that was exciting news and wished them luck.

Ralph inquired about what other communities were gaining from working with them?

Mark noted that there are various options to continue ongoing work with the center. He also noted that many towns had acquired analysts directly from the Collins Center and transitioned them into municipal roles.

#### 5. New Business

FY15 Capital Improvement Plan Sub-Committee report

Laura commented it was a great report; thinking outside the box and posing some important questions to the Town Manager and Town Council.

The committee discussed what impact they are having in the process. Are they adding value?

They plan to discuss with the Town Manager when they present the report. Several members of the sub-committee will be meeting with the Town Manager on Monday February 24<sup>th</sup>.

Ralph concurred that a lot of hours are put into the report.

Lillian commented that the recommendation in the report referring to the administration ranking projects was a good one.

Henry was glad to see the issues concerning what is a capital project vs. operating budget is addressed.

Mark reviewed that CFAC's role is to advise on the projects and not to recommend projects. CFAC's review often generates discussion on the various projects and process.

Lillian questioned if the Town Manager finds the review by and objective party (CFAC) helpful?

Mark responded that they will pose that question to the Town Manager in the upcoming meeting.

Some discussion on merits of certain projects continued.

Mark thanked the committee for the report and confirmed the meeting with the Town Manager is scheduled for 2/24. He noted he would welcome suggestions from the committee on any ways to improve the documents for future years. He mentioned adding in a piece with the existing appropriations with a status update.

## 6. Discussion

None

Meeting adjourned at 7:45 p.m.

Next Meeting - Monday, February 24th @ 7 p.m.