



The Town of Barnstable

Comprehensive Financial Advisory Committee (CFAC)
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CFAC Committee:

Chair:

Laura Cronin

Members:

Robert Ciolek
Cynthia Crossman
Ralph Krau
Gregory Plunkett
Lillian Woo
John Schoenherr
Joseph Mladinich

Staff Liaison:

Mark Milne

Councilor Liaison:

John T. Norman

MEETING MINUTES

12.14.15

7:00 PM

Growth Management Conference Room

CFAC Members Present: Laura Cronin, Robert Ciolek, Gregory Plunkett, John Schoenherr, Cynthia Crossman, Lillian Woo, and Ralph Krau

CFAC Members Absent: Joseph Mladinich

Councilors Present: None

Staff Present: Mark Milne, Director of Finance, Nathan Empey, Finance/Budget Analyst, Dan Santos, Director of Public Works, Robert Steen, Assistant Director of Public Works, Lynne Poyant, Community Services Director.

1. Call to Order

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

2. Act on Minutes

The following minutes were approved by unanimous vote:

11.23.2015

3. New Business

Dan Santos, Director of Public Works (DPW) presented the Capital Improvement Submissions (CIP) to the committee as listed by priority for DPW. There are 42 projects submitted by the department with a total value of \$75 million over five-years. From this, \$9.8 million is being requested for Fiscal 2017.

1. Road Maintenance Program \$3.250million- DPW evaluates and rates the quality of the roads every three years. This is annual maintenance program supported by the Capital Trust Fund. Costs are expected to increase annually due to inflation.
2. Bump River Bridge- there was subsequent funding for this project, which involved an assessment. The findings indicated the bridge would require weight restrictions in the near future. DPW is requesting the bridge be replaced.
3. Sidewalk Overlay & Guardrail- This is an annual maintenance project request for the replacement of unsafe sidewalk and guardrails. There are ninety-miles of guardrails and sidewalks throughout Barnstable.
4. Barnstable Road Reconstruction: Design and Reconstruction-This project will reconstruct Barnstable Road as well as replace the existing sewer system (Supplemental Project being submitted by Water Pollution Control). The sewer system has been in place since the 1930's.
5. Private Road Repair-The Town of Barnstable may repair private roads without betterments assessed. The town has ninety private roads that meet the basic criteria for this type of funding.
 - a. Bob C. asked if the town has received complaints by private road people currently paying betterments. Dan S. replied no complaints have been received.
 - b. Bob C. asked if there has been any contact with private road people to pay betterments for this specific project.
 - c. Laura asked if the general fund will finance this project, Mark replied as drafted in the CIP submission, the Capital Trust Fund (CTF) will finance the project.
 - d. Bob C. asked who sets the priorities amongst the ninety private roads. Dan S. replied the condition of the road, number of people living there, and road usage.
 - e. Dan S. an objective criteria on evaluating private road conditions was submitted in last year's CIP.
6. South Street improvement is a \$3.5 million project.
7. Traffic Signal Upgrades-\$150,000 to replace or improve equipment
8. Hyannis Rotary-\$225,630, this area hasn't been addressed in many years.
9. Kennedy Legacy Trail Design-is a well-used tourist attraction that connects numerous facilities, for example, Town Hall, Vets Memorial, and Kenney Museum. There are safety issues with the trail that need to be addressed.
10. Snow's Creek Culvert-is a habitat restoration project to replace the existing culvert.

DPW Enterprise Fund CIP Submissions

Water Pollution Control (WPC) top requested projects by priority are Clarifier Rehabilitation and Generator Replacement. The requested Clarifier Rehabilitation project of \$1.2 million is for four-clarifiers, which are beyond useful life. A previously funded CIP submission in FY16 for evaluation and design has been completed to support the rehabilitation project cost estimate. In addition, a request to replace the main facilities backup generator, which is thirty-five years old.

Solid Waste (SW) has been replacing vehicles, dumpsters, and scales. There is currently a study to evaluate (SW) operations to find synergies for the pay-as-you-throw program. SW is requesting a new tractor unit as top priority.

Water Supply (WS) CIP submissions for Pipe Replacement & Upgrade is part of an overall master plan. Since 2007, WS has been spending \$1million annually.

Lynne Poyant, Director of Community Services (CS) presented to the committee CIP submissions by top priorities for CS. There are 29 project submissions with a total value of \$41.9million over five-years.

1. Senior Center Generator-The senior center hosts many programs for the elderly, which many elderly have mobility issues. During the annual fire department evaluation, it was recommended a generator be installed.
2. Craigville Bathhouse is a multi-year improvement initiative- this is Phase IV of the process, which will improve pavement, gates and guardrails.
3. Kalmus Beach Parking Lot-there is lots of standing water, which causes loss of parking spaces. This project will clean and repave the entire parking lot.
4. Osterville Recreation Building- this will demolish existing building and construct a new building. A \$130,000 is being requested in FY17 for a site assessment.
5. Kennedy Memorial Renovation- 2016 will mark the 50-year anniversary of John F. Kennedy.
 - a. Bob C. maybe federal funding to support the renovations.
6. Lombard Field Improvements- redesign the ball field, possible Community Preservation Committee funding might be available.
7. West Bay Entrance Dredge Design and Permitting-this initiative is a soft solution for 5-7yrs depending on weather.
8. West Barnstable Community Building Window Replacement-this project will replace thirty-three existing worn out aluminum windows.

Community Services Enterprise Fund CIP Submissions

Hyannis Youth and Community Center (HYCC) Enterprise Fund design and construct HVAC system. This project was discussed during the original construction of the HYCC building.

- a. Bob C. recommended CIP submission should provide a payback plan analysis. Rob S. mentioned previous analysis didn't show a good payback return.

Sandy Neck Enterprise Fund Beach Park Stabilization-since 1978 ninety parking spaces have been lost due to a number of storms.

Golf Course Enterprise Fund has three project requests for CIP FY17. The largest request is for Hyannis Golf Course Renovations of \$3.6 million.

- a. John S. any of these projects expected to generate 24% revenue increases in green fees; day passes would contribute the most to new revenue increases, not memberships.
- b. Ralph K. how are the renovations coming with Hyannis bathrooms, which Dan S. replied almost complete, and ADA compliant.
- c. Lynne P. the function room at Hyannis is used thirteen times a year for tournaments and weddings. Most golfers do not use the upstairs bathrooms.

Mark noted, CFAC would write their CIP Report based on the Town Manager's CIP project recommendations.

4. Other matters not reasonably anticipated by the chair

Bob requested support from the committee members to act in his' place at the Waste Water Resource Advisory Committee meeting until May 1st due to previous travel arrangement preventing him to attend. Meetings will be held in the Selectman's Conference Room. Ralph K., Gregory P., and Lillian W. will attend the first meeting.

Bob C. commented on the Town of Barnstable expecting to receive federal funds to cover cost based on a specific 48 hour period for snow removal in Fiscal 2016, Mark replied there is no final number yet.

Gregory P. asked what the impact Cape Air would be to the airport. Mark replied the impact would be significant because the customer provided freight, passenger, terminal space, and employed over 70 people.

5. Discussion of topics for the next meeting

December 28th meeting has been cancelled. CFAC will meet with Airport Enterprise Fund and School Department on Jan 11th to discuss their CIP submissions.

6. Adjournment

List of documents handed out

1. 11.23.15 Minutes
2. DPW and Community Services Capital Program Listing
3. Report of Recreation Commission Road Trip Subcommittee Oct 11,2012