



# 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:

Hector Guenther

#### Members:

Vice Chair, Chuck McKenzie  
Clerk, Chris Lauzon  
Tom Keane  
Chris King  
Jeremy Shea  
James Sproul  
Lillian Woo

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

Craig Tamash

### MEETING MINUTES

## Comprehensive Financial Advisory Committee

12.09.2024

6:00 PM

**Join Zoom Meeting:** <https://townofbarnstable-us.zoom.us/j/86259369196>

PHONE: 877-853-5257, Meeting ID: 862 5936 9196

#### Roll Call:

Vice Chair McKenzie called the CFAC Zoom meeting to order at 6:02pm

- CFAC Members Present: Hector Guenther, Chuck McKenzie, Lillian Woo, Jim Sproul, Tom Keane, Jeremy Shea, Chris King and Chris Lauzon
- Roll call and quorum verified by Chris Lauzon
- CFAC Members Absent: None
- Councilors Present: Craig Tamash
- Staff Present: Mark Milne, Director of Finance
- Others Present: None

Motion to approve the minutes of November 25, 2024, made by Tom, seconded by Jim.

Roll call vote by Chris: Hector–abstain, Chuck-yes, Lillian-yes, Jim-yes, Tom-yes, Jeremy-yes, Chris K.-yes, and Chris L.-yes

Discussion: None

Minutes approved as submitted

Review: Draft of Committee’s Report on the Comprehensive Wastewater Management Plan (CWMP) Funding Model

Discussion:

- The 4<sup>th</sup> scenario considers the Town of Barnstable (TOB) adopting a neutral flow land use policy making the TOB eligible for 0% financing through the Massachusetts Clean Water Trust (MCWT) water projects.
- When this report is brought before the Town Council (TC), it will be provided as an attachment so Councilors can engage with the model and change assumptions to better understand outcomes.
- The model had built-in support from the General Fund (GF). Mark built in the functionality to the model if financing drops to 0% then amount of support from the GF could drop.
- The four (4) alternatives are clear as a segway into the discussion within the document.
- Combining graphs provides simplification for the reader.
- The updated Excel model and four (4) scenarios will be distributed by Mark to members.
- On page 5 scenario #4, General Obligation Bond should be changed to MCWT financing and that will drop to 0.3%.
- After a brief discussion, Tom will make recommended changes to the language in the text regarding base case. Once the minor changes are incorporated, Tom will re-distribute the draft to all members.

Motion duly made by Lillian seconded by Chris K. to approve the draft with suggested changes as discussed.

Roll call vote by Chris: Hector-yes, Chuck-yes, Lillian-yes, Jim-yes, Tom-yes, Jeremy – yes, Chris K.-yes and Chris L.-yes

Correspondence from Committee Members:

\* Jim shares that the member get together is scheduled for December 18<sup>th</sup>, 5:30pm at Pizza Barbone.

\* After viewing the School Committee meeting presentation, Jim shares that significant progress is being made regarding the repairs to school facilities and Capital Budget (CB) Discussion included possible overrides as the dollar amount is approaching \$100m. Reports have been, and will continue to be produced, a consultant has been brought in, and respective plans are beginning as to how to approach the TC on potential available funding options available. As CFAC moves into the CIP review it is important to stay ahead and informed. Mark provided clarification on the two separate issues that will be handled differently: first is regarding the submissions that will be made for the school’s FY26 projects and the others in the following years; second is a larger discussion on how the funding will happen. Mark will reach out to the Superintendent with an invitation to review and discuss at January’s meeting, as well as distribute the presentation to members, but it is also available on the school’s website. Mark will reach out to the IT department to explore the possibility of either a shared drive or a Google platform.

\* Members agree to cancel the December 23<sup>rd</sup> meeting

\* The CB review is scheduled for 8:30am-4:30pm on Monday January 6, 2025, in the Selectmen’s Conference Room; this will be an all-day workshop due to the number of projects to be discussed. Both Jim and Jeremy will be present and will also serve on the CFAC CIP subcommittee.

\* CFAC's review of the CB will be followed by a review of the Operating Budget (OB); Chris K. will serve on the OB subcommittee; Hector requests other members review the 2024 CB and OB reports and identify which area they wish to cover.

Communications from Staff:

- \* Once the project spreadsheet is ready for all the capital submissions Mark will distribute it to members who will then review what those submissions are, then identify what department to meet with based on those submissions.
- \* Mark will distribute both the budget calendar and the school subcommittee presentation.
- \* At the last TC meeting votes were taken on both the tax factor and residential exemption; a single tax rate for all classes of property with a residential factor of 1 was approved, and continuation of 25% exemption was approved.
- \* Seasonal community designation reviewed
- \* There is no update on the Municipal Empowerment Act at this time

Matters not reasonably anticipated by the Chair: None

Closing public comment: None

The next CFAC meeting is scheduled for January 13, 2025

Agenda items will include:

- Review of school project submissions with the Superintendent
- Review of the CIP, and what Dept heads would be invited to CFAC
- Write-ups on capital submissions will be distributed to members, and members will decide how they want to approach the review; it should begin with focus on the immediate short term.
- Mark will distribute the base case model where base case model assumptions can be entered and changed; Tom will distribute both the changed and updated funding model report

Motion duly made by Lillian, seconded by Tom to adjourn the meeting.

Roll Call vote by Chris L: Hector-yes, Chuck-yes, Lillian-yes, Jim-yes, Tom-yes, Jeremy-yes, Chris K-yes, and Chris L-yes

Meeting adjourned at 7:07pm

Respectfully submitted  
Theresa M. Santos



Redline comparison-- Analysis of CWMP  
Original vs revised 12funding model--12-7-

Attachments: