



# The Town of Barnstable

## Comprehensive Financial Advisory Committee (CFAC)

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### CFAC Committee:

#### Chair:

Lillian Woo

#### Members:

Vice Chair, Hector Guenther  
Clerk, Chuck McKenzie  
Jacky Johnson  
Neil Kleinfeld  
Chris Lauzon  
Wendy Solomon  
James Sproul

#### Staff Liaison:

Mark Milne

#### Councilor Liaison:

Paula Schnepf

### MEETING MINUTES

01.22.2024

6:00 PM

Join Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/89482178808>

Meeting ID: 894 8217 8808

#### Roll Call:

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Chair Lillian Woo called the CFAC Zoom meeting to order at 6:01pm

- CFAC Members Present: Lillian Woo, Jim Sproul, Neil Kleinfeld, Chris Lauzon, Jacky Johnson, and Hector Guenther
- Roll call and quorum verified by Hector Guenther
- CFAC Members Absent: Chuck McKenzie
- Councilors Present: Craig Tamash
- Staff Present: Gareth Markwell-Assistant Director of Finance, Mark Marinaccio-Town Architect; Griffin Beaudoin-Town Engineer, Dan Santos-Director of DPW, and Kelly Collopy-Communications Manager DPW
- Others Present: None

#### Public Comment

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None

#### Correspondence

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None

**Approval of Meeting Minutes for January 08, 2024:**

Motion duly made by Hector Guenther, seconded by Chris Lauzon to approve the minutes of January 8, 2024

Discussion:

- Next meeting date noted in two places on the last page to be corrected to 1/22/24.
- Request for follow-up on completion of submissions on January 19<sup>th</sup>; one more meeting with the Town Manager is needed and will be forwarded to members upon completion.

Roll Call Vote by Hector: Lillian-yes, Jim-yes, Neil-yes, Chris-yes, Hector-yes.

Vote is unanimous – minutes approved.

**Department of Public Works Capital Program Submissions Presentation:** The following information is in response to questions submitted by the CFAC CIP Subcommittee which were two (2) categories of projects, one (1) from last year projects that were re-submitted and not recommended in FY24, and then projects that were not re-submitted in FY25 after not being recommended in FY24. Clarifying that most were re-submitted.

Addressed by Dan Santos:

- Town Hall Fire Suppression and Interior Improvements: This has been resubmitted and the focus is the elevator replacement.
- Old Town Hall: JFK Museum improvements have been submitted.
- Cotuit Elementary School Demolition: Project deleted due to the building has been transferred to the Cotuit Fire District and is no longer TOB property.
- Crosswalk Improvements: This project has been removed as there is budget remaining from other project funds within that scope.
- Old Town hall Basement Storage: This has been submitted.
- DPW Falmouth Road Parking Lot improvements: This has been submitted.
- Town Hall and School Administration Security improvements: This has been resubmitted.
- Guyer Barn improvements: This has been resubmitted.
- Equipment Storage building next to Barnstable Police Department: Project deleted, site no longer available.
- Stormwater improvements at impaired ponds: There are no sites this year as they are being addressed with other projects; the Long Pond the sewer project will address this as work is pursued on them.
- West Main Street and Pine Street intersection: This has been moved over to the Chapter 90 program. Chapter 90 is a state law that covers transportation funding, and it is how the state distributes federal transportation funds to towns. The Town of Barnstable (TOB) receives @\$2m annually and falls in the top ten due to the volume of roads; on occasion, some additional funding is received. These funds are for road maintenance, repair, and equipment, not stormwater related.
- Bismore Park improvements: This has been submitted.
- Three Bays Stormwater BMP design: No grant funding available at this time.
- Sidewalks on East Bay Road: This has been submitted and retitled.
- Burgess Barn improvements: This has been resubmitted.
- Sidewalk improvements on West Main Street: Project has been renamed to West Main Street Pedestrian improvements.

Additional questions relative to the CWMP addressed by Griffin Beaudoin

*There were nine (9) CWMP projects submitted for 2025 in FY24 CIP and only 3 for FY25. What FY24 projects were consolidated vs. delayed, and why?*

- Long Beach Sewer Expansion (SE) for design \$750k
- Effluent disposal alternatives – this was listed as ‘to be determined’
- Route 28 West SE projects @\$35m
- Nitrogen removal at Water Pollution Control (WPC) facility @\$36m  
Headwork improvements at WPC @\$29.8m

- Phinney's Lane SE @\$32m
- Shoot Flying Hill Road SE design @\$900k
- Great Marsh Road SE preliminary design @\$300k
- Osterville Woods SE design @\$600k
- Mill Pond dredging final permitting @\$50k

The three (3) projects included in this year; some of which are consolidated from last year:

- Re-submission of the Long Beach SE design @\$750k
- Route 28 West SE @\$59.65m: Project design has advanced, design efficiencies identified increasing the scope. The project has added over one (1) mile of sewer for trunk main installation efficiency, picking up a portion of both Osterville West Barnstable and Bumps River Roads in order to convey them to one of the major pump stations. This is the largest change and will see a significant increase in the project cost due to both the scope and inflation.
- WPC facility upgrades @\$109.33m: Project will rebuild two (2) important parts of the WPC facility. The FY24 CIP listed this as Nitrogen improvements and Headworks for @\$65m. The goal is to reduce the concentration of effluent discharge at the plant, from 6 mg per liter (mpl) of nitrogen (current permit requires 10mpl) down to 3mpl. The CWMP is predicted to allow the reduction of sewerage in the Lewis Bay watershed. Incorporating additional design recommendations and natural improvements within these is necessary over the next several years. This now becomes three (3) projects in one and will be a substantial upgrade to the treatment plant.

No projects were removed, some have had timelines shifted; reasons for these changes are attributed to increased costs, inflation, staffing, and changes to other potential and existing projects.

Other modified projects:

- Effluent projects moved to 'to be determined effluent funding' out to FY26 as it transitions towards design, and that amount has yet to be determined.
- Phinney's Lane SE project has been proposed to be moved out to FY26.
- Shoot Flying Hill Road and Great Marsh Road have been combined into one project and have been moved out one year. Surveying in the area is ongoing and funding is off the existing survey budget.
- Osterville Woods SE schedule was modified as the appropriate time falls after the Route 28 West project has been completed.

Discussion:

- Total projected cost on the three (3) in FY25 is @\$169m.
- CWMP progress is required to be submitted to the Cape Cod Commission (CCC) annually; this information is also available on the Barnstable Water Resources website. DPW tracks the length of pipe installed which measures progress, connections (which is scheduled to begin this spring). Another monitored metric will be when the WPC improvements begin, watching what the concentration nitrogen becomes will need to be reported to DEP.
- Preliminary design permitting:
  - \* Old Craigville is under contract for survey by Coastal Engineering and scheduled for completion this spring.
  - \* RFP for Long Beach survey is in process, and once completed will be transitioned into the design phase.
  - \* Old Yarmouth Road survey is ongoing, and once completed will transition into the design phase.
  - \* Subsequent requests come in three (3) steps: Survey and preliminary design, final design, and construction. Numbers are refined as projects move forward, with a goal of identifying construction costs by FY26.
  - \* Re-prioritizing through the projects is necessary; CWMP is meant to be adaptive, and it continues to evolve for the highest efficiency. This is important when staffing shortages affect the amount of work able to be done is affected.
- \$150k received last year for the Aquaculture feasibility study; the RFP development is in process.
- The \$69m increase in project costs can be attributed to both scope and inflation.

*CWMP's request for FY25 through FY28 has increased 62% from \$260m in last year's submission to \$421m in the most recent, November 28<sup>th</sup> submission. What caused such a major increase and how much was error submission and scope change?*

\$260m was the FY25-28 request in the FY24 budget request, and increases are attributed to both scope and inflation in the construction market.

*The November 2023 Park City Wind (PCW) LLC filing with the Town of Barnstable and the Commonwealth's Energy Facilities Siting Board outlines some PCW project changes.*

- *Have these changes impacted DPW's sewer installation schedule and have these changes resulted in increased DPW budget requests, if so, how much?*  
The plan is intended to be adaptive and has adapted once because of PCW already; a portion of the route was expedited to partner with the project. With the current uncertainty of the project, DPW has made a recommendation to consider phasing the SE project along the PCW route and is in discussion at Town Council who will be voting on it soon. DPW prepares for potential changes and adapts according to the best needs of the community. All designs to date will be leveraged back to PCW. The route is shorter as the state portion has increased requirements.
- *To what extent, if any, have CWMP plans, and spending resulted in a crowding out of other DPW priorities and projects?*  
The only reason impact is affected is from staffing, capital needs of the community are identified and submitted accordingly.

*'...most important criterion should be to target CWMP capital spending to those areas of Barnstable that demonstrate the greatest need'.*

- DPW submissions are of the highest priority to our communities, and the top two identified in Phase 1, with the next highest priority being our effluent disposal improvements.
- Watersheds in the western part of town are the largest need (Three Bays and Popponesset Bay). 2027 is the targeted completion date.
- Collected flow from the Prince Cove, Osterville Woods and South County Road projects go into Three Bays watershed.
- Phase 2 continues to branch out; and phase 3 in Marstons Mills is the most rural and less dense area of the plan, the least cost effective way to sewer. The goal there is toward more non-traditional plans, aquaculture, Mill Pond dredging as much as possible while still achieving the goal. Geography dictates the needs and processes.
- The original plan went from 60 to 30 years at the Town Council's direction.

*Explain the "cost savings and efficiencies" {claiming that "Town in planning sewer routes, seeks to leverage "the opportunity to realize the cost savings and efficiencies associated with installing the sewers in coordination with" the power cable conduits'}. What exactly are those cost savings and efficiencies, and what do they amount to in dollars?*

- As far as cost savings go, cost savings are from paving, @\$2m. Quantification is difficult but utilizing the inground infrastructure; coordination of both designs (duct banks / utility corridors) simultaneously is crucial.
- Types and coverage of paving costs reviewed. Costs depend on the extent of repairs and/or road rebuild. Craigville beach road was so torn up that DPW required full road reconstruction, those costs were covered by Vineyard Wind in accordance with the Host community Agreement. With PCW, the TOB will be installing the sewer pipes and PCW will be installing the electrical duct banks; once the sewer lines are in temporary paving will be done. Should PCW not evolve properly, the TOB will then have to repave appropriately.

*It appears that three sewer sections (Osterville Woods, Shoot Flying Hill and Old Craigville) have been slipped out in time past 2028. They were to add about 1,000 parcel sewer connections in Phase 1. Is this correct? Are these sewer connections still in Phase 1, and if so, when and what costs?*

All three (3) projects are still in Phase 1 and shifted out for the same reasons previously discussed - prioritization, financial and bandwidth considerations. There are more projects in the plan, just not in the 5-year plan.

*In this year's CWMP addition of a \$64m RO/UV plant in 2027, A proposed and needed CWMP project expense? Meant as an option and something that might also be allocated to Water Supply? Or something else?*

- This project has started to conceptualize, weighing considerations for water resources. Future expectations are that WPC will need to be regulated to control PFAS and other Contaminants of Emergent Concern (CEC). There are currently two (2) ways to deal with PFAS, one is Granular Activated Carbon (GAC) and the other is Reverse Osmosis (RO) which is state-of-the-art technology and costly.
- GAC deals with some issues, not all CEC's, and RO is the most effective for all.
- An additional concern is effluent disposal, increasing capacity to deal with predicted downgrading of groundwater, and finding solutions to increase capacity at our plant. The majority of the community is within the water supply and needs to be at the highest treatment level. This project may be a solution for several water source related concerns, however, there is no regulatory framework yet, but discussions with state regulators are starting.
- Hyannis, C-O-MM, and Barnstable water systems are actively looking for additional water supply.
- Conversations for seeking potential solutions are active so when this project becomes active, it will not be a surprise. It has been submitted as Phase 2 of the WPC improvement project – #1 project; there is a \$109m request in FY25, and there is another programmed request in FY27 for the same project.

Discussion:

- DPW is meeting monthly with DEP
- Processes, effectiveness, and comparisons of GAC, RO, and CEC's reviewed. GAC is trucked out and the carbon is returned and reused.

CFAC CIP Subcommittee has additional questions for WPC and Water Supply discussed separately and will submit questions to DPW in advance of the next meeting scheduled for February 12<sup>th</sup>.

Review of DPW's top 10 building priorities provided by Mark

1. 2 of 77: Town Hall elevator replacement: Almost complete with the mechanical improvement documents portion of this project which will go out to bid. An analysis of both the Town Hall and School Administration Building (SAB) elevators are piston elevators, relatively the same age; and based on the age and inability to complete a full inspection resulted in the need for full replacements. SAB elevator has funding secured and is currently in the design phase.
2. 3 of 57: Installation of additional columbarium's at Mosswood Cemetery. There are three (3) currently at 90% capacity. Master plan allows for 11, we are proposing to add four (4) more for a total of 128 burial locations. Potential funding may come from the Trust Fund Advisory Committee (TFAC).
3. 6 of 57: SAB mechanical upgrades: This is a continuation of existing upgrades completed in the basement level (boilers and fire suppression systems) and will bring those upgrades throughout the remainder of the building. The end goal is to have an on-demand generator which will ensure no interruption in service to the public should power go out; offices from 200 Main Street are moving into SAB.
4. 8 of 57: Mechanical upgrades to Marine and Environmental Affairs (MEA) building. Heating unit replacements are critical.
5. 9 of 57: Improvements to the Barnstable Adult Community Center (BACC). Replacing broken parts is increasingly more difficult due to the age of the system, many parts are no longer made. The existing gas fired furnaces will be replaced and duct work will be modified resulting in greater energy efficiency.
6. 10 of 57: Centerville Recreation building mechanical improvements. Restroom renovation has been completed. The non-functioning air system in the attic will be replaced. The existing steam baseboard heating system will be replaced making the building more usable during the warmer summer months. Parking spaces to be addressed.

7. 13 of 57: Handicapped access to the Old Selectmen's Building. A ramp will be installed to meet proper ADA compliance, without affecting the historic nature of the building. Funding will be through the Community Preservation Committee (CPC)
8. 16 of 57: Cape Cod Airfield hangar repair: The building is 100 years old which makes it eligible for Community Preservation Committee (CPC) funding. There is corrosion on the inside and both roof and siding need to be replaced.
9. 17 of 57: Mosswood Cemetery Building improvements: The existing restroom and front door is not ADA accessible. This proposal adds a small addition, handicap restroom, handicap ramp and a small locker area for staff.
10. 23 of 57: Bismore Park improvements: The new design ties in with the bulkhead replacement allowing Planning & Development to move forward with design for the site on the shanty and walkway replacement, as well as looking at how pedestrian and access to the waterfront works with the commercial ships.

Discussion:

- Appreciate the invitation to the CIP Task Force meeting, very informative and appreciated.
- Potential funding for 'envelope' projects. Some projects are applicable to CPC funding, Mass Historic Funding, depends on the projects; outside funding is always sought. Funding building projects is based on priorities and needs and is currently structured based on facilities and management plans in place for most all buildings, but they do not always account for unforeseen circumstances requiring shifts in needed changes.

Top 10 DPW Engineer Prioritized CIP Projects provided by Griffin

1. 1 of 57: Public Roads Maintenance Program - @\$3.85m: Annual roadway improvements and maintenance (drainage/sidewalks/ADA). Project includes spring and fall paving, one drainage contract covering @20-30 sites annually, chip seal pavement restoration, admin costs, and additional contingency for unforeseen circumstances.
2. 4 of 57: Curb ramps and sidewalks ADA transition plan: Study has been completed and is an effort to bring them into ADA compliance. This is envisioned to be a recurring appropriation.
3. 5 of 57: Public bridge maintenance and repairs: Funding runs about every two (2) to three (3) years, Centerville River bridge is in the design phase. This will be a continually listed item to address continued preventative maintenance on all bridges; there is a bridge prioritization list currently addressing four (4) bridges over five (5) years.
4. 7 of 57: Private road repairs Old Mill Road / School Street Marstons Mills: These are not considered public roads; however, the Town is able to improve roads of common travel that connect travel. Only sewer construction funds may be used unless the road is taken by the Town. It would take a policy decision for the Town to take other roads after project completion.
5. 11 of 57: Fresh water ponds management plan: This is year five (5) of a recurring project, this plan will develop a management plan for Long Pond in Centerville. In working with Conservation, MEA, and DPW a prioritization list has been completed.
6. 12 of 57: Second piece of ponds management program / pond solution and permitting implementation: Management plans are completed first, then recommendations, then a funding request is brought forward. The process is different from standard projects. The report is anticipated to be ready by the end of FY25. Ponds are monitored bi-annually to ensure solutions are successful, and remediation recommendations are provided if necessary.
7. 14 of 57: Pitchers Way shared use path: An installation along Pitchers Way from Bearse's Way to Smith Street A request for design, identified as a priority for many years to address pedestrian and cyclists, it is also on Complete Streets plan.
8. 15 of 57: North Street sidewalk extension: This aims to extend sidewalks from the West End rotary to Stevens Street to improve pedestrian safety.

9. 18 of 57: Design and permitting of improvements to the Oyster Harbor bridge: MA DOT inspects bridges every bridge over 20'. This is a 75-year-old mechanical bridge with significant improvements needed. It is likely that planning is needed for potential replacement because repairs are recurrent and pose safety issues. A leverage of Ch 90 will take place to secure a study to find the right solution.
10. 19 of 57: Raised crosswalks on Main Street in Osterville Village: Four (4) locations identified; cost is @\$685k. This includes all costs - design, build, flashing beacons, faux brick, etc.

Discussion:

- Members share gratitude for the detailed information and clarification provided from the CIP Sub-committees questions, this allows for accurate evaluation of submissions. If there are additional questions, they will be submitted to DPW prior to the next CFAC meeting.

Next CFAC meeting is scheduled for February 12th and topic(s) will include:

- DPW Projects Review: Water, Water Pollution Control and Solid Waste

Motion duly made by Hector to adjourn, seconded by Neil

Roll Call vote by Hector: Lillian-yes, Neil-yes, Chris-yes, Jim-yes, Jackie-yes, and Hector-yes.

Meeting adjourned at 7:59pm

Respectfully submitted.

Theresa M. Santos

APPROVED