



# 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  
John Schoenherr  
Melanie Powers  
Tracey Brochu  
Wendy Solomon  
Ronald Fone

#### Staff Liaison:

Mark Milne  
Nathan Empey

#### Councilor Liaison:

Paula Schnepf

### MEETING MINUTES

12.13.21

6:00 PM

Zoom Meeting : <https://zoom.us/j/96824447000>

Meeting ID: 968 2444 7000

### Roll Call:

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Chair Lillian W. called the CFAC Zoom meeting to order at 6:00 PM. Clerk Chuck M. called the roll.

- CFAC Members Present: Lillian Woo, Wendy Solomon, Melanie Powers, Ronald Fone, Hector Guenther, Tracey Brochu, and Chuck McKenzie
- CFAC Members Absent: John Schoenherr
- Councilors Present: None
- Staff Present: Mark Milne; Finance Director, Nathan Empey; Finance/Budget Analyst
- Other Present: None

### Act on Minutes:

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The following minutes were approved by unanimous vote:

11.22.2021

## Public Comments:

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None

## Correspondence:

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Melanie P. and Tracey B. attended the Capital Taskforce Workshop. Tracey B. noted the meeting process was done very efficiently. Tracey B. noted she thoroughly enjoyed being able to listen to the process and that she was able to ask questions. Chair Lillian W. responded it sounds like the managers were receptive in being a part of the process. Melanie P. agreed and that she was most impressed with the preparation and synergies. Melanie P. noted that different departments were able to express support and comment on how different projects were important to their projects. Melanie P. noted it was a very integrative way to look at each of the projects. Tracey B. noted there were hundreds of documents to review, which the managers were well vetted on their projects as well as others. Chair Lillian W. noted the committee's capital report is coming up and that we need to assign departments to meet and talk about their projects. Tracey B. responded we should be talking to Public Works as it relates to the nitrogen removal theme. Melanie P. responded she would be interested in talking about projects that are committed to multiyear funding. Chuck M. asked what was the purpose of the Taskforce Workshop? Melanie P. responded it is a live voting process. Chair Lillian W. responded the whole purpose is to identify the most critical projects. Chair Lillian W. noted she hopes the committee members will rotate and attend the workshop so that the committee can have a better sense of how our departments work together. Wendy S. responded it would be beneficial to go over the top rated projects.

Director Mark M. wanted to clarify on some of the taskforce comments. Director Mark M. noted the Enterprise Funds were not included in the taskforce scoring because most of the Enterprise Funds are responsible for their own funding. Director Mark M. noted if an Enterprise Fund is requesting a General Fund subsidy such as the Hyannis Youth & Community Center projects, we do include them in the taskforce scoring. Director Mark M. noted the second round of scoring includes criteria for projects that require multiyear funding. Director Mark M. noted the first round of scoring was to really put the projects in certain buckets based on must do, should do, and could do. Director Mark M. noted the two rounds of scoring would create a priority list; however, we really want to identify projects that we must do. Director Mark M. noted we had about a hundred project submissions, but we only reviewed about forty-nine projects. Director Mark M. noted each department also priority ranks their own projects. Chair Lillian W. asked when is the second round of scoring going to take place? Director Mark M. responded by early January to get the scores. Chair Lillian W. asked do we have a total amount to be spent on capital this year? Director Mark M. responded that over the next five years we could do \$14 million consistently, however, if we find ourselves in a situation that projects need immediate attention we could accelerate the funding into the earlier years. Chair Lillian W. asked does the cash come out of the Capital Trust Fund? Director Mark M. responded most of it, but we do augment some of it with General Fund reserves. Ronal F. asked does any of the federal infrastructure bill that is going through at the moment come down to the local level? Director Mark M. noted it would go to the state first, which the state will determine how those funds will be distributed to local entities by a competitive grant process. Director Mark M. noted there is a lot of money in the bill for drinking water projects, which the state is going to direct those specific funds to the state revolving loan fund to allow the cities and towns the opportunity to file applications to finance their water infrastructure projects through principal subsidies. We're going to be keeping a close eye on the federal infrastructure bill as there is a lot of money included in the bill. Wendy S. asked are there any rebates in the Comprehensive Wastewater Management Plan for property that has nitrogen removal through alternative technologies? Director Mark M. responded that he is not aware of any rebates. Melanie P. asked that based on the American Rescue Plan Act (ARPA) competitive grant process for Springfield, do you think they are just doing that prospectively or some places know they are getting more than other towns? Director Mark M. noted some cities are receiving \$10's to \$100's of millions in ARPA funds, and they are required to have a plan in place. Director Mark M. noted Barnstable received \$7 million, and it won't even cover one sewer project, which water infrastructure is one of the available uses. Melanie P. responded that even though it is going to be a competitive grant process, it is likely very few will be granted, so there doesn't have to be a whole public announcement. Tracey B. noted there were many projects reviewed during the workshop for surveying, permitting, or design funding, and therefore, is

there a way that those smaller portioned projects could be put into a different category? Director Mark M. noted most of the projects associated with permitting are for the CWMP, which Public Works has broken out the CWMP projects by preliminary design, final design, and construction cost. Some of the feedback after the meeting was in the future we're going to bypass having the CWMP projects included in the scoring, similar to the way we treat the Enterprise Funds because we're trying to establish its own funding sources, so in the future we don't want to take a departments time up talking about CWMP projects. Tracey B. noted the dingy dock project discussed at the workshop was interesting because it has to be done before the spring. Director Mark M. noted that is a perfect example of no department was aware of the permit status, and that when Public Works and Marine & Environmental Affairs looked at the dock to determine its condition, they found out a permit did not exist for a dingy dock in that location, and thus this is a project we have to do.

Chair Lillian W. asked what departments do you recommend the committee to invite? Director Mark M. responded certainly Public Works as they cover most of the projects and then a follow-up with the schools. As for the Enterprise Funds, we could invite the Airport to review their capital plan over the next ten years, as they are a recipient of a lot of money from the CARES Act. Tracey B. asked would the Airport also talk about the Cape Cod Plaza? Director Mark M. responded that isn't an airport project, and that it is a land lease project. Director Mark M. noted he would contact the departments to present their projects to the committee. Director Mark M. noted we could provide the CIP scoring and cash flow analysis.

**Staff Report:**

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Director Mark M. noted at the December 2<sup>nd</sup> Town Council hearing we had the tax classification which the first item was the residential factor. This decision is required by the Department of Revenue every year, and is commonly known as a split tax rate to shift taxes from residential to commercial properties. Director Mark M. noted adopting the shift does not change the amount of taxes the town will raise, but the maximum shift would make the commercial property tax rate pay 1.5 times greater than residential. The council adopted a factor of one again, which both classes will all have the same tax rate. Director Mark M. noted the second item was the residential exemption, which the council can adopt from 0% to 35% residential exemption; we have been at 20% since 2006. Council decided to keep the 20% residential exemption. Anybody who makes Barnstable as their primary residence, you will receive an amount off your assessed value of 20% of the average residential property value; it shifts property taxes from qualified primary homeowners to non-qualifying secondary homeowners. If you make Barnstable your primary residents and your home is assessed at \$1.3 million, you are going to pay the same amount of taxes, which is the breakeven assessed value. Director Mark M. noted we have all our tax rates approved for both the fire districts and town of Barnstable. Chair Lillian W. asked do we know how many qualified homeowners have not applied for the residential exemption? Director Mark M. responded we have no way of knowing that because we don't ask every property in town to submit to us their tax filing status, but we have about 11,700 registered qualifying homeowners out of 25,000 total residential homeowners. Director Mark M. noted every time a property changes hands; we automatically remove the residential exemption status.

**New Business:**

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None

**Old Business:**

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None

**Matters not reasonably anticipated by the chair:**

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None

**Adjournment:**

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Meeting adjourned

**List of documents handed out**

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1. 11.22.21 draft minutes