



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
Email: cfac@town.barnstable.ma.us

CFAC Committee:

Chair:

Chris Lauzon

Members:

Vice Chair, Jim Sproul
Clerk, Jeremy Shea
Hector Guenther
Tom Keane
Chris King
Lillian Woo

Staff Liaison:

Mark Milne

Councilor Liaison:

Betty Ludtke

MEETING MINUTES

Comprehensive Financial Advisory Committee

8.4.2025

6:00 PM

Join Zoom Meeting: <https://townofbarnstable-us.zoom.us/j/84494710671>

PHONE: 877-853-5257

Meeting ID: 844 9471 0671

Roll Call:

Chair Lauzon called the CFAC Zoom meeting to order at 6:00pm

- CFAC Members Present: Tom Keane, Chris King, Chris Lauzon, Jim Sproul, and Lillian Woo
- Roll call and quorum verified by Jim Sproul
- CFAC Members Absent: Hector Guenther, and Jeremy Shea
- Councilors Present: Kris Clark, Betty Ludtke, and Gordon Starr
- Staff Present: Mark Milne-Finance Director, Gareth Markwell-Deputy Finance Director, Jeanne Challies-Police Chief
- Others Present: Chief Christopher Beal-Barnstable Fire Department, Peter Burke, Attorney Mike Ford, and from New England Development: Susan Hamel, Mike Jackson, Eric Schwaab, Paul Sincotta, Tim Sullivan, and John Twohig

Public Comment:

Eric Schwaab: Referenced letter sent to Chair Lauzon and distributed to members in response to request for concerns about the fiscal benefit of the Wilkens II project. After listening to the meeting of July 28, 2025, he shared appreciation for the information members were looking to obtain but suggested that members look at the effluent disposal and processing costs. Data identified was sourced from public documents and shared with members. Should any member feel that this information would be part of their fiscal benefit calculation, he would provide any additional information they would like.

Motion to approve the minutes of July 28, 2025, made by Lillian, seconded by Tom Keane

Discussion: Editorial change to page one

Roll call vote by Jim Sproul: Lillian-yes, Jim-yes, Chris L.-yes, Chris K.- and Tom-yes

Minutes approved as amended

Discussion on the Fiscal Impact Analysis for Phase II of the Wilkens Lane Residential Development

Chief Beal provided answers in a letter to members prior to the meeting

- The number of calls over the past year did not represent the full occupancy building but are true to partial occupancy. Numbers provided are true for seven (7) months of partial and five (5) months of full occupancy
- The property is unique as it is not specific to elderly or low-income tenants
- Due to the specific nature of services provided on each call, quantifying the costs per call is difficult. Responses could be one truck or a full complement of resources
- With the new station, personnel will be increased, and the tax revenue is expected to cover the expansion needs as growth in service needs is running @15% annually.
- Chief Beal is comfortable with both the budget and staffing plans going forward as the projected tax revenue has been close to target

Members appreciated the detailed and timely response to their request; the information is good and will aid in the planning of the committee's report.

Chief Challies

- Numbers provided reflect full occupancy of 2024 and to-date occupancy of 2025
- Calls for service show a total of 22 for 2024, and 45 year-to-date for 2025. These numbers reflect what was expected, as the estimate was for @106 calls for the size of the building
- There were 16 reported motor vehicle accidents in the general vicinity of intersections at Attucks Lane, Kidds Hill Road, Phinney's Lane, and Independence Drive; overall the number of calls were slightly lower than expected. The details of injuries and seriousness are not available at this time, nor are the specific locations of those accidents. Members request the Chief to provide those statistics.
- In looking at occupancy, Chief Challies asked what the plans are for obtaining 100% , i.e. reduction in rents and/or draw in a different population, as it does impact call volume. Chief Challies shared that Village Green saw 126 times vs. 25 times to Hanover Hyannis, and these are at least two (2) cruisers per call causing a drain on manpower and safety issues.
 - * Mark Jackson from New England Development and Attorney Mike Ford consider the building fully occupied with over 95% leased (272 units)
 - * No action will be taken to lease the remaining 5%, meaning rents will not be lowered
 - * The types of units available are not known at this time
 - * Sewer connection costs are paid on a facility-wide basis and not allocated per renter; costs are also based on water consumption through metering.
- Current staffing projections from Civil Service applicants is positive
- No positions were added specific to the addition of the Wilkens development; at this time, with maximum occupancy it would require additional manpower

- Budget preparation would benefit from increased ability to log all call for service data
- Calls to the police department reviewed; the types of calls cover many different issues and could be one (1) or multiple officers responding and it is difficult to apply a dollar

Members thank the Chief for her time and effort to address their questions, and to please send the data relevant to calls, crashes, etc. to Chair Lauzon.

New England Development (NED)

Attorney Mike Ford, representing NED locally, Mike Jackson, Paul Sincotta

- NED provided answers to members

Discussion:

Excise Tax:

- * Estimates provided by NED in comparison with the actual data from the Assessor's office indicates excise tax estimates are high. NED explains their process behind those estimates and believes those estimates will be close to projections.
- * It is believed that the percentage of new vehicles at Wilkens I to the Town of Barnstable is @ 70%, that percentage is what members will be using in preparation of their report.

Sewer connections:

- * It is NED's understanding that individual unit metering is not possible, therefore the building is metered, and the water and sewer costs are factored into the rents collected. This will be confirmed by NED and provided to members.
- * Electricity is metered per unit
- * Connection fees paid to the TOB for initial connections were paid for by the builder, the usage fees are also paid by the landlord and factored into rents.
- Assessed valuations reviewed. Members are asking how much higher the valuation will be in relation to tax revenue for the Town, this update is necessary for the completion of CFAC's review of the development. Projected valuations are conservative.
- Wilkens II is advising @14 months in total for project completion, and occupancy completion in @16 months
- Leasing timeline reviewed
- Mix of unit sizes from Phase I to Phase II has not changed. There are 27 affordable (13%) units in Phase I, and 42 (13%) in Phase II.
- When the CWMP financing plan was being developed, one funding source presented as an option of a system development charge. At that time, the Town Council chose to not pursue an avenue to recoup financial payment from new users. This is an avenue that could be revisited and would need Town Council to implement. Should this be implemented, it would need to be applied uniformly among new users. It is important to remember that at that time, new users were looking at sewer assessments, connection costs, and utility bills.
- Feedback from Superintendent Ahern and Finance Director Chris Dwelley confirmed that Wilkens II had very minor impact on school attendance and could very well have a positive impact on school aid from the state.

Members thank NED for their time and attention to members questions and concerns.

- Councilor Ludtke expresses appreciation to members for their attention and review
- Councilor Clark would like to have CFAC's report shared with the Zoning Board of Appeals (ZBA), and shares appreciation to members for their attention and review
- CFAC will attach the responses to the report as appendices
- Lillian has a draft ready, will need to compare the estimates with newfound information from tonight's meeting and provide a clear, condensed and concise document to members who will then submit their comments for inclusion and updates by either Lillian or Tom; final review and vote will take place at the August 11th meeting. Members are reminded to not 'discuss' the draft abiding by Open Meeting Law guidelines. This document will show a clear picture to the Town Council and ZBA.

Correspondence from Committee Members: None

Communications from Staff:

- Mark will have the posting for the August 11th meeting ready tomorrow, along with meeting materials.

Matters not reasonably anticipated by the Chair: None

Closing public comment: None

The next CFAC meeting is scheduled for August 11, 2025

Motion duly made by Tom Keane, seconded by Chris King

Roll Call vote by Jim Sproul: Tom-yes, Chris K.-yes, Chris L.-yes, Jim-yes, and Lillian-yes

Meeting adjourned at 6:59pm

Respectfully submitted

Theresa M. Santos



2025.07.28 Minutes
CFAC Draft..pdf



2025-08-01_Respon
se-to-Comments-CF/



CFAC Letter 8.4.25 fr
Chief Beal.pdf



Public Comment
Email - Eric Schwaab

Attachments: