



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

01.10.22

6:00 PM

Zoom Meeting : <https://zoom.us/j/93019661121>

Meeting ID: 930 1966 1121

Roll Call:

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, John Schoenherr, and Chuck McKenzie
- CFAC Members Absent: None
- Councilors Present: None
- Staff Present: Mark Milne; Finance Director, Nathan Empey; Finance/Budget Analyst
- Other Present: Dan Santos; Director of Public Works, Mark Marinaccio; Town Architect, Griffin Beaudoin; Town Engineer

Act on Minutes:

The following minutes were approved by unanimous vote:

12.13.2021

Public Comments:

None

Correspondence:

None

Staff Report:

None

New Business:

Dan Santos; Director of Public Works noted the department is going to review the top 20 highest ranked capital projects from the first round of scoring. Director Dan S. noted the capital project list might change when the second round of scoring has been completed.

Griffin Beaudoin; Town Engineer noted the first project is the Effluent Disposal Alternatives, which is being submitted through the Comprehensive Wastewater Management Plan (CWMP). Town Engineer Griffin B. noted the funding source for this project is from the Sewer Construction & Private Way Improvement Special Revenue Fund (SCPWIF). This project is meant to identify and expand effluent disposal sites throughout town. Previous studies have concluded that the current Water Pollution Control Facility is nearing capacity. Town Engineer Griffin B. noted without identifying effluent disposal sites, the town cannot complete the CWMP. Chair Lillian W. asked does the SCPWIF special revenue fund cover the entire cost of the evaluation, design, and permitting? Director Mark M. responded yes it would. Clerk Chuck M. asked what public outreach is entailed concerning this project. Town Engineer Griffin B. noted the department anticipates at least one public meeting regarding this project. Vice Chair Hector G. asked is this project meant to expand the existing facility? Town Engineer Griffin B. responded that there is no contemplation of building a new plant, but effluent studies will be done to maximize the capabilities of the existing facility. Vice Chair Hector G. noted if there were an effluent site, then it would have to be piped over? Town Engineer Griffin B. agreed.

Town Engineer Griffin B. noted the second project is for nitrogen removal improvements at the Wastewater Pollution Control Facility, which will be funded by the SCPWIF, and that the design and permitting portion of the project is not State Revolving Fund eligible. Project intent is to reduce the average nitrogen concentration of the effluent discharge from the facility. This specific request is to reduce the nitrogen discharge into the Lewis Bay watershed from the facility by half. Clerk Chuck M. asked is there any expectation that the current 10mg/l guidelines be lowered? Town Engineer Griffin B. responded that the expectation is to reduce nitrogen, and that Public Works has a good relationship with the Environmental Protection Agency (EPA), we don't expect them to drop the hammer on us.

Town Architect Mark M. noted the facility improvements at the Hyannis Youth & Community Center is continuous. Town Architect Mark M. noted back in FY2016 Public Works took over the maintenance of the building, which a building assessment was performed. The FY2023 request will continue to replace the roof top units (RTU1), which feeds about 60% to 70% of the building for heat. This project will replace the units and provide ductwork modifications, reheats, and control boxes. Melanie P. asked is the ventilation systems going to prevent things like COVID? Town Architect Mark M. responded that all the things we are doing right now take into account the latest information on COVID, so we are planning on including UV sterilization and increasing ventilation with these units. John S. noted the project request mentions reduced maintenance cost, what are the costs currently, and what might you anticipate in return for reductions? Town Architect Mark M. noted first we're looking at energy efficiency issues, probably about 10%. Town Architect Mark M. noted this summer we lost dehumidification in the rink because of its age and that caused all kinds of issues, but if we can get ahead of the curve and replace these units, we can save a lot of cost. Vice Chair Hector G. asked

if this facility was constructed in the last ten years? Town Architect Mark M. responded yes, but what we're finding is that the roof top ventilators were not coated for salt water. There is also an issue with lack of maintenance, so we're doing catch-up. Vice Chair Hector G. noted it seems like a lot of expenditure given the age of the facility. Town Architect Mark M. responded you would expect these units to last 15 to 20 years. Vice Chair Hector G. asked is there any recourse that the town has from the original contractors to recover some of these improvement cost? Director Dan S. responded there is no recourse, but the original specifications should have addressed the needs we have on Cape Cod and the salt air.

Town Architect Mark M. noted the next project is for the Town Hall Mechanical Improvements, which is a continuous request to replace the antiquated mechanical systems and fire suppression elements in the building. Because of the age of the building, we bring in unconditioned air in the summer through a cool building, which is causing condensation on old pipes, creating mold issues. Chair Lillian W. asked are there other buildings in town with the same problem? Town Architect Mark M. noted that the Town Hall was built in 1897, and that we are continually dealing with upgrading mechanical systems of older buildings in town.

Town Engineer Griffin B. noted the Shootflying Hill Road Sewer Expansion Project request is for survey and preliminary design. This project will expand sewer to the residential properties and install in coordination with Vineyard Wind. Town Engineer Griffin B. noted this area was identified in the CWMP as a needs area and provides pond protection from nutrient overload. The sewer expansion will connect 240 properties to municipal sewer. Chair Lillian W. asked has Vineyard Wind received permission and certification for this phase 2? Town Engineer Griffin B. responded they are still in the permitting process as well as negotiations with the town for an amended agreement. Vice Chair Hector G. asked what gave rise to the amended host agreement with Vineyard Wind? Town Engineer Griffin B. responded the reason is for the second route, second project, first host agreement did not include the second route. Chair Lillian W. asked would Vineyard Wind begin its project before we tie into it? Town Engineer Griffin B. responded the anticipation is to have the same model as the ongoing Strawberry Hill and Vineyard Wind project, which the benefit of collaborating with them is that the town will not pay for repaving the roadways.

Town Engineer Griffin B. noted the Town Wide Bulkhead Assessment project, which the American Society of Civil Engineers recommends routine inspections every five years to identify necessary repairs and/or catastrophic failure. Town Engineer Griffin B. noted this project request would get all the town bulkheads onto a routine inspection schedule every five years.

Town Engineer Griffin B. noted the next project is the Oyster Harbor Bridge Replacement study to evaluate potential bridge replacement. Each year the bridge requires significant maintenance in order to function during the busy summer months. Town Engineer Griffin B. noted the bridge encounters operational issues due to the age of the infrastructure. Ronal F. asked has there ever been a consideration for a toll? Town Engineer Griffin G. responded not that he is aware. Tracey B. responded that the properties that share that bridge pay their share of taxes. Director Mark M. responded that a toll would not be realistic for this particular asset because of the properties it serves. Town Engineer Griffin G. responded that the goal of this project evaluation request is to provide a recommendation of the future of the bridge such as reconstruction of a new bridge or continued repairs. Wendy S. asked if the studies going forward would include projections on how it might affect these structures in the future regarding changes to climate and water levels. Town Engineer Griffin B. noted we would need to include sea level rise projections. John S. asked does a structure like the Oyster Harbor Bridge require insurance similar to other town assets. Town Engineer Griffin B. noted maybe under the town insurance policy. Director Mark M. noted all the bridges in town are included in our asset listing under the town insurance policy. Chair Lillian W. asked do you anticipate some decision on the bridge next year? Town Engineer Griffin B. noted the project request would perform a best option cost benefit analysis.

Town Architect Mark M. noted the capital request continued improvements to the police facility, which is 30 years old and safeguards are lacking compared to modern standards. This project request will look at ballistics protection and lobby security as there is no separation between the dispatch center and lobby area. We are also looking at handicap

accessibility issues in the front entrance. Wendy S. responded that the windows replacement was in last year's capital request? Town Architect Mark M. responded that because of the cost it has been broken into smaller asks. Chair Lillian W. asked what is the condition of the A/C? Town Architect Mark M. responded that the mechanical systems probably have not been replaced in the history of the building.

Town Architect Mark M. noted the Emergency Generator Implementation Plan is a continuation to install new generators at the School Admin Building, HYCC, West Barnstable Community Building, Town Hall, and fuel trailer. Town Architect Mark M. noted in 2019 we had a hurricane exercise that revealed the town generator inventory was lacking, which this request is designed to address those concerns.

Town Engineer Griffin B. noted the Old Craigville Road Sewer Expansion Project would extend residential sewers to the east and west side of Strawberry Hill Road. This project area has been identified as a needs area for nitrogen removal in the CWMP.

Town Engineer Griffin B. noted Stormwater Improvements at Impaired Ponds project reviews the major causes of unmitigated and untreated storm water runoff to ponds, resulting in surges of nutrients and pollutants to the ponds. The current project request will fund the design of five storm water improvement sites, which three of the sites will install three dry swales.

Town Architect Mark M. noted the Cape Cod Airfield Hangar Repair request is due to roof leaks, Community Preservation Funds were denied because the structure is not over 100 years old. Melanie P. asked is this a public asset? Town Architect Mark M. responded yes and that it is leased. Hector G. asked who uses this facility? Town Architect Mark M. responded not sure about the hangar, but there are private planes there, which they must pay a fee.

Town Architect Mark M. noted replacing the Cape Cod Airfield Fuel Tank Project request is a higher priority than the hangar. There is a huge antiquated fuel tank at the location, which the intent is to replace it with a double walled steel system. Wendy S. noted she agrees with the fuel tank replacement being a higher priority so that fuel does not go into the ground water. Town Architect Mark M. noted there have been a number of studies on this. The underground fuel tank is an area of concern because of its age. Chair Lillian W. asked is the lessee responsible for any of the fuel tank maintenance? Town Architect Mark M. responded with a large project like this, generally the property owner has the responsibility. Town Engineer Griffin B. noted the fuel tank project was the 16th highest in round 1 scoring.

Town Engineer Griffin B. noted the Public Roads Maintenance Program is for projects that include roadway repairs to the Town's public roads. The current backlog in pavement management programs is approximately \$15.8 million for public road repairs. Chair Lillian W. asked do you keep a list of the number of roads that you have to repair on a systematic basis? Town Engineer Griffin B. yes, every three years we hire a consultant to do an evaluation, which we try to improve the lowest index roadways first. Town Engineer Griffin B. noted we have a systematic process and enforce a five-year moratorium on roadways after we improve them, which prevents contractors from ripping up the roadway. Town Engineer Griffin B. noted the best way to prevent higher cost for public roadways is through ongoing maintenance. Vice Chair Hector G. commented that the same principles would apply to private roads as well.

Town Architect Mark M. noted the next project is for the Hathaway Pond Bathhouse and Site Improvements. This project includes construction of a new bathhouse, outdoor pavilion, and restoration of beach frontage to meet recreational programming needs. Town Architect Mark M. noted there is no facility for lifeguards or office there. This project will tie in with plans for a new playground. This project request is for some design money to look at the locations issues, come up with a design, and budget for the park. Construction cost could be a combination of Community Preservation Funds and General Fund. Vice Chair Hector G. ask does this project request include a new playground? Town Architect Mark M. responded there is a separate request for a playground that was requested by the recreation department, which could possibly be funded by Community Preservation Funds as well. Wendy S. asked was the pond declared having pollution issues and if they did, how do any of these projects mitigates that? Town Engineer Griffin B.

responded in the evaluations of our ponds in town, Hathaway Pond is one of the better fresh water quality ponds. Wendy S. noted the project fixes the storm water runoff and therefore will help the water quality? Town Architect Mark M. responded you do not want your storm water running from the parking lot into the pond, and that all the projects we submit deal with retaining the water on site.

Town Architect Mark M. noted the School Admin – Mechanical Cooling Upgrades project takes the approved FY2021 upgrades to the heating system and distributes it throughout the building by replacing piping and adding insulation. This project also includes elevator replacement. Chair Lillian W. asked does this building have the same mold problems as Town Hall? Town Architect Mark M. responded it does, but the building is not the same size as Town Hall.

Town Engineer Griffin B. introduced the Old Yarmouth Road Sewer Expansion CWMP project. This project will extend municipal sewer to businesses and residences on Yarmouth Road area. Planning & Development has identified this area as a region requiring sewer expansion to promote economic development.

Town Engineer Griffin B. noted the Freshwater Ponds – Monitoring and Management Plan Program, which this is the third year of the program. Town Engineer Griffin B. noted this program is to monitor selected ponds and develop management plans to better understand sources that impair freshwater ponds and provide recommended solutions. This year's request is to prepare the management plan for Lovell's Pond. Wendy S. asked why segment the ponds and lakes, is it a matter of resources? Wendy S. noted she would imagine they all would be somewhat critical. Town Engineer Griffin B. noted this list is based on a prioritization list developed through the town's pond working group. This working group consists of Public Works, Conservation, and Natural Resources, who look at the conditions of the ponds and rank them based on quality concerns. Chair Lillian W. asked how often do we take samples from these ponds during a year? Town Engineer Griffin B. noted depending on the pond, 2 to 4 times during the summer. As part of the management plans, first step is to complete a more detailed monitoring of a particular pond. Chair Lillian W. noted when the Water Resource Advisory Committee was created, they took samples from all of the ponds and then reported on which ponds needed the immediate help. Chair Lillian W. asked is it possible for us to have a contract with UMass Dartmouth to help us monitor these ponds? Town Engineer Griffin B. responded that is exactly what we do, which the PALS program is in conjunction with UMass. Town Engineer Griffin B. noted UMass does a lot of the sampling and we collect the data for cost management purposes. Town Engineer Griffin B. noted the ongoing PALS program provides a great long-term baseline data, and really informs pond health. Chair Lillian W. asked what kind of mitigating plan do we have once we've monitored the pond? Town Engineer Griffin B. noted there are additional capital projects for alum treatment, aeration, storm water, and septic systems. Town Engineer Griffin B. noted the goal is to understand the underlying concerns to present short and long-term options. Town Engineer Griffin B. noted this is our third request for the freshwater ponds, and that it takes a couple of years to implement.

Town Engineer Griffin B. noted the Ocean Street Sidewalks and Kalmus Beach Entrance Project Construction. This construction will include a new two-way traffic entrance at Kalmus Beach to improve safety. Wendy S. asked are you proposing sidewalks? Town Engineer Griffin B. noted there would be sidewalks the whole length from Kalmus Beach to Snows Creek.

Town Architect Mark M. noted the John F. Kennedy Memorial Park Restoration project, which the town owns and operates the memorial. The memorial was constructed in 1965 and is highly visited by tourist. In FY2015, design funds were appropriated to review and make recommendations for improvements.

Ron F. asked with the millions of dollars in capital projects, what is the inflation factor for project estimates? Director Dan S. responded these projects are in current dollars, but we revisit them every year and adjust them for inflation. Director Dan S. noted that in FY2024 we are going to revise the projects for inflation between now and then. Ron F. commented that it would be very dangerous to look out five years and estimate what these cost will be. Director Mark M. responded that for our long term planning on the CWMP, we are using 4% and 5% inflation annually. Ron F. responded that we could only raise our real estate taxes by 2.5% without asking for an override, so we're already in the

hole for 2% unless we ask for an override. Director Mark M. responded that is the challenge we face, that in current year dollars, we have \$600 million in capital project submissions for the next five years, and that does not include inflation. Ron F. asked what does our income look like over the next five years? Director Mark M. responded not enough to fund this; we have to make valued decisions. Melanie P. asked has there been any discussion on prioritizing of categories beyond the individual project ordering? Director Dan S. responded no, other than paying attention to Town Council Strategic Priorities, but most of these projects are within that, so it's based on individual project needs, and there is no category prioritization for water, wastewater, and infrastructure. Director Mark M. noted that when we are evaluating these projects every year, one of the ten criteria within the matrix includes protection of the town's natural resources, so there is a category that specifically speaks to that being a priority.

Vice Chair Hector G. thought the Public Works presentation was well done, but surprised we're spending all this money on the Hyannis Youth & Community Center given the cost to build the facility. Melanie P. agreed and that we've talked about this over the last three years. Chair Lillian W. also noted we have been talking about the quality of the roof for many years.

Chair Lillian W. the CWMP projects presented today are being funded already, so why are they CIP projects? Director Mark M. responded they are part of the capital program and still have to be approved through Town Council appropriations. Director Mark M. noted the Sewer Construction and Private Way Fund does not have enough resources to implement the entire CWMP, we are going to have to tap into the Capital Trust Fund to continue to implement the CWMP. Wendy S. asked is there any thought in incentivizing residents to implement nitrogen removal technologies to mitigate the need to sewer hookups. Director Mark M. responded we can't use property taxes to incentive property owners, and also there are no currently approved alternative technologies to remove the nitrogen to be in compliance with regulators. Ron F. asked do you have a ballpark of what the cost of the CWMP is per household? Director Mark M. noted with inflation and financing cost would be somewhere in the \$80,000 range.

Old Business:

None

Matters not reasonably anticipated by the chair:

None

Adjournment:

Meeting adjourned

List of documents handed out

1. 12.13.21 draft minutes
2. FY23 CIP CFAC Public Works Presentation