

**TOWN OF HULL  
ADVISORY BOARD MINUTES  
APPROVED**

Date of Meeting: 9-11-06    Meeting Start: 8:00 PM    Meeting Adjourned: 10:37PM

Attendance:

Member	Present	Absent	Others Attending
Charleen Tyson	x		Joan M
Joan Senatore	x		Marcia B
Dennis Zaia	x		Chris Mc
Charlie Ryder	x		
Jim Tobin	x		
Martin Silverman		x	
Joan Cellini		x	
Jim O'Brien	x		
David Clinton		x	

**Agenda Items:**

- **Approval of Minutes (August 21)**
- **Town Manager update**
- **Update – School Building Committee – Charlie Ryder & Jim Tobin**
- **Update – discussion with School Committee (review questions)**
- **Update – discussion with Art Flavin**
- **Planning for Budget Workshop – (10/21) – create outline for agenda – communication with Department heads - Multi-Year Budgeting/Public Budget Workshops - (communication with BOS)**
- **Fall Agenda – (please bring the documents circulated by Dennis in a previous email so that we can discuss the following topics)**
  - **Tie Goals/Objectives (7/29 & 8/1) to Budget Priorities** (*R. Davy thinks the tally will be completed this week – we should use this to tie to our budget goals*)
  - **State of Town Meeting** (*communication with BOS*)
  - **Retirement Board** (*date?*)
  - **Hull Light Plant** (*invite former manager*)
  - **Sewer** (*when would you like to schedule this?*)
  - **implementation of new GASB (post-retirement benefits) – Marcia Bohinc will discuss this topic at a meeting in the fall (October or November?)**
- **Other business/agenda for next meeting -**

**School Building Update:**

**HS:** The lift at the football field is ADA compliant. Charleen will speak with School Building committee regarding questions about the HS auditorium and Jacobs School ADA compliance.

The auditorium cost will run about \$50k.

The issues surrounding the repair/replacement of the HS roof (half of the south side of the roof) are still not resolved. If we cannot agree on a solution with the bonding company we may have to go to mediation to determine how and who will pay for this. The existing repaired roof should get us through the upcoming winter, but we are still looking to get the entire roof replaced. The gym is usable at this time.

**Jacobs:** Numbers look good so far for this project although dollars from the contingency fund are already being used. Building schedule is now caught up, slab will be poured before winter.

**PMA:** This is the firm that is acting as our project manager for the Jacobs school project.

Chris will follow up to get answers when requested.

**School Committee Update:**

Charleen and Kristen met to talk about questions that the AB would like to understand more fully in preparation for budget planning.

**Art Flavin Update:**

Charlie and Charleen met with Art and Marcia about the future. Art's departure will not affect the new software implementation. Marcia's area is the first part.....first phase by Thanksgiving, then Treasurer-Collector by Christmas with the Schools coming on line in the spring. All is on target for this new system.

Art suggested that we move forward with a very conservative approach, reducing reliance to free cash, building our reserves and developing a 5 year capital plan. These tactics will help to improve our ratings for securing future debt.

Chris McCabe will be interviewing 2 good candidates for this position. Maybe a hire by October.

**Motion: Move to approve the minutes of 8-21-06**

Vote: Unanimous

Member	Made by	Seconded by	In Favor	In Opposition	Abstained
Charleen Tyson			x		
Joan Senatore			x		
Dennis Zaia			x		
Charlie Ryder	x		x		
Jim Tobin			x		
Martin Silverman					
Joan Cellini					
Jim O'Brien		x	x		
David Clinton					

**Chris McCabe Update:**

Project Funding agreement-School Buildings Administration will allow us to draw down money from this fund....

Low interest low application was completed by deadline for \$5.4 million—they told Chris to put in all the costs and they will determine which amounts are eligible. Not sure when we will know how much we are going to get.

HS audit is underway and hope it is completed by mid October so that we will not have to get any BAN for November. \$18 million is auditable and we should get 71% of this money. We will have to do some more BAN (30% of \$19 million) for this next round.

Chris will work with Eastern Bank to determine if it makes any sense to secure permanent debt before general interest rates rise too much moving forward.

**Budget Workshop Suggestions:**

Monday, October 23<sup>st</sup>

2 hour session- TBD where and what time....

Update the 5 year revenue expense chart.....looking at the next five years.....we can see what the future might bring. A 3-5 year budget horizon would be helpful.

Long range capital planning that should be identified....larger issues that we may not be able to afford to do it but we should get them on the list for future prioritization.

What would it cost to do some of the larger capital improvements? How much will these things cost?

This meeting will end up being a live version of the letter we put into the Town Meeting Warrant each year.

We want people to understand the differences between a level funded budget and a level services budget and allow the citizens to make decisions about the expenses and potential revenues. Marcia suggested that we do a dry run of this meeting for department heads so that everyone is prepared and ready to fully participate.

Collective bargain work

Long term debt

Charleen will send a memo to John Reilly requesting involvement in the budget workshop and asking the BOS to host a **State of the Town Meeting** some time at the end of January or start of February.

**Chris McCabe more updates:**

New Light Plant Manager hired-ready to join the town by October 1<sup>st</sup> and we will be combining a number of jobs into this one job. He is an electrical engineer. \$121,000 compared to \$107,000...we can do a three year appointment for this job. Coming from NSTAR.

Retirement Board will meet on 9/27 Charlie Ryder will attend and report back to our board. The valuation report will be in and this will affect the budget directly.

Chris will present the Hull Light Plant budget to us for review and clarification as to the various differences in this budget.

Memo to the School Committee:

The Advisory Board does not want to take a position on a specific department. No memo will be sent to the school committee but we will ask the school committee to address the maintenance requirements of the new school buildings.

Respectfully submitted;  
Dennis Zaia  
Secretary/Clerk

**Next meetings:** September 25, October 16, October 23 (Budget Workshop), November 6, November 20, December 4, December 18, January 8, January 22 (budget due).