

**TOWN OF HULL
ADVISORY BOARD MINUTES
APPROVED**

Date of Meeting: 12-11-06 Meeting Start: 7:34 PM Meeting Adjourned: 10:00 PM

Attendance:

Member	Present	Absent	Others Attending
Charleen Tyson	x		Jay Politio, Marcia Bohinc, Bob Hollingshead, Chris McCabe, John Reilly, Jim Lampke
Joan Senatore	x		
Dennis Zaia	x		
Charlie Ryder	x		
Jim Tobin	x		
Martin Silverman		No call	
Joan Cellini	x		
Jim O'Brien	x		
David Clinton	x		

Agenda Items:

- **Approval of Minutes (12/4)**
- **Town Manager update**
- **Special Town Meeting Warrant – Article 4 - transfer of funds relative to retirement of Town Manager & hiring new Town Manager (John Reilly)**
- **Complete and approve warrant commentary**
- **Update – School Building Committee – Charlie Ryder & Jim Tobin (as time permits)**
- **Town Manager's Budget Message and Preliminary FY08 Budget** (discussion of budget presented 12/4 and budget projected budget shortfall) – as time permits, please bring memo and budget distributed by C. McCabe 12/4
- **Other business/agenda for next meeting**
- **New Advisory Board members**
- **General Updates**
 - **Schedule/plan for budget meetings** – Meetings posted January 8 and January 22, establish schedule for 2008
 - **State of Town Meeting/Forum** (letter sent to BOS – date scheduled?)
 - **Hull Light Plant** (invite new manager)
 - **Sewer** (when would you like to schedule this?)
 - **implementation of new GASB (post-retirement benefits)** – (implementation in FY09, disclosure only at this time – rules will not require funding/recognition of accrued expense

Motion: Accept the minutes of the 12-04-06 meeting

Vote: Unanimous

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

Comments:

Martin Silverman submitted his resignation.

- **Special Town Meeting Warrant – Article 4 - transfer of funds relative to retirement of Town Manager & hiring new Town Manager (John Reilly)**

Chris McCabe's contract with the town runs to October 7th 2008 with a provision to allow the town and/or Chris to agree to a conclusion of the contract prior to this date. The date established by BOS and Chris will determine the dollar amount that he will be due when he leaves.

Jim Lampke explained that the salary for the Town Manager is set by Town Meeting and the BOS cannot enter into a contract with a new Town Manager without approval for a rate of pay greater than the present rate of pay. This is a function of the Town Charter guidelines. Charleen, Charlie and Marcia researched the numbers and found available money in the Whitman & Howard account (\$33k) and the Planner position (\$20k) that could go a long way to cover the expenses for the financial overlap, advertising and recruiting expenses. These would go into Town Wide accounts for the expense portion and the Town Manager account for the salary portion. The costs of the recruiting and advertising costs are being researched by Joan Meschino and will be presented on 12-12-06 at the BOS meeting.

John Reilly will want Charleen and another AB member to participate in the interviews for the new Town Manager.

Motion: Favorable action on Article #4.

Vote: Unanimous

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

Comments:

Motion: Recommend to the BOS that a minimum \$40k be transferred to the Town Manager Account #121

Vote: Unanimous

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

Comments:

Motion: Recommend an additional sum of money to be transferred to Town Wide Account #124 for transition expenses.

Vote: Unanimous

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

Comments:

- **Town Manager's Budget Message and Preliminary FY08 Budget** (*discussion of budget presented 12/4 and budget projected budget shortfall*)
– *as time permits, please bring memo and budget distributed by C. McCabe 12/4*

Charleen asked Chris McCabe why the most recent budget number appeared to be balanced. Chris pointed out that this did not display all the cost of living raises or any other union negotiations. This was presented to the Department Heads so that they understood that they will have to deal with creating a level funded budget by making some cuts in the various department budgets.

Jim O asked what changed since a previous discussion about what we might need to do to balance the budget. Chris pointed out that the free cash number was not as anticipated.

Charleen noted that the most recent budget passed out was not in line with the message that the AB had presented at the recent Budget Workshop and it may have confused the intent of the AB workshop.

The message Chris wants to send to the School Committee is to plan on a level funded budget just like he told all other department heads.

Respectfully submitted;
Dennis Zaia
Secretary/Clerk

Next meetings for the Advisory Board will be December 18th, January 4th, January 8th, January 22nd.