

TOWN OF HULL
ADVISORY BOARD MINUTES

Date of Meeting: 1/30/2024

Meeting Start: 7:00pm

Adjourn: 8:28pm

Member	Present	Absent	Other
David Clinton	X		Jennifer Constable – Town Manager
Jay Polito	X		Mike Buckley - Town Accountant
Dan Sullivan	X		
Peter Larsen		With notice	
Chad Wolfe	X		
Bob Carney	X		
Robyn Healey	X		
Jason Frady	X		
Pat Cormier	X		
Stephen Kiley	X		
Moraiba Reyes	X		

Exhibits	Description
Town of Hull FY25 Preliminary Budget Discussion	Budget process overview, framework and progress update on development of the preliminary budget for the Advisory Board

Agenda

Introduction of new member

Process overview

Town Manager Updates

Approval of outstanding minutes

Introduction of new Advisory Board member Moraiba Reyes

- Roundtable introductions of members

Process overview

- Explanation of Advisory Board process, function of the board and preparation for upcoming May Town meeting by Advisory Board chair Jason Frady
- Warrant closes on February 8
- Annual Town Meeting scheduled for May 6

Town Manager Update

- Town Manager presented 'Town of Hull FY25 Preliminary Budget Discussion', which is not a preliminary budget, rather a budget process overview, framework and progress update on development of the preliminary budget for the Advisory Board
- TM plans to ask the Select Board to adopt MGL c. 41 section 106B to establish a Capital Planning Committee and develop a new Capital Improvement Plan, which will require Town Meeting approval to establish the bylaw
- Current target date to finalize the FY25 Draft Budget is 2/7/24, with joint meeting between Select Board and Advisory board to occur the following week
- Anticipated operational expense requests:
 - o 4 Firefighter Paramedics/EMT positions (headcount increase, one more person each shift)
 - o 4 collective bargaining agreements
 - o Buyouts
 - o Increase in legal expenditures as current Town Counsel retires June 30. Future legal services likely to be provided by 3 separate firms specializing in the areas of 1) General, 2) Labor & 3) Employment & Land Use.
- Anticipated capital expenditures requests:
 - o Relocation of Town Hall to MMS
 - o MMS Maintenance/Repairs
 - o Relocation of Senior Center to MMS
 - o Ultimate disposition/closure of Town Hall
 - o Seawalls & resiliency
 - o Ambulances
- Plan to consistently fund general stabilization fund to maintain a minimum balance 3-5% of operating budget
- Receiving Opioid Settlement funds from class action suit that have been deposited into the General Fund, but will establish a special purpose opioid settlement stabilization fund to ensure that the funds are used to mitigate the impacts of the opioid crisis
- Plan to establish a Capital Stabilization fund with 2-3% of annual general fund budget

Motion: Approve Town Meeting minutes from 08/07/2023

Member	Motion	Second	For	Against	Abstain
David Clinton	X		X		
Jay Polito					X
Dan Sullivan			X		
Chad Wolfe					X
Bob Carney					X
Peter Larsen			X		
Robyn Healey			X		
Jason Frady			X		
Pat Cormier			X		
Steven Kiley		X	X		
Paul Schneider			X		

Comments: Motion approved Unanimous

Motion to adjourn at 8:28pm

Member	Motion	Second	For	Against	Abstain
David Clinton			X		
Jay Polito			X		
Dan Sullivan			X		
Peter Larsen					
Chad Wolfe			X		
Bob Carney			X		
Robyn Healey	X		X		
Jason Frady			X		
Pat Cormier		X	X		
Stephen Kiley			X		
Moraiba Reyes			X		

Motion approved Unanimous

Respectfully Submitted,

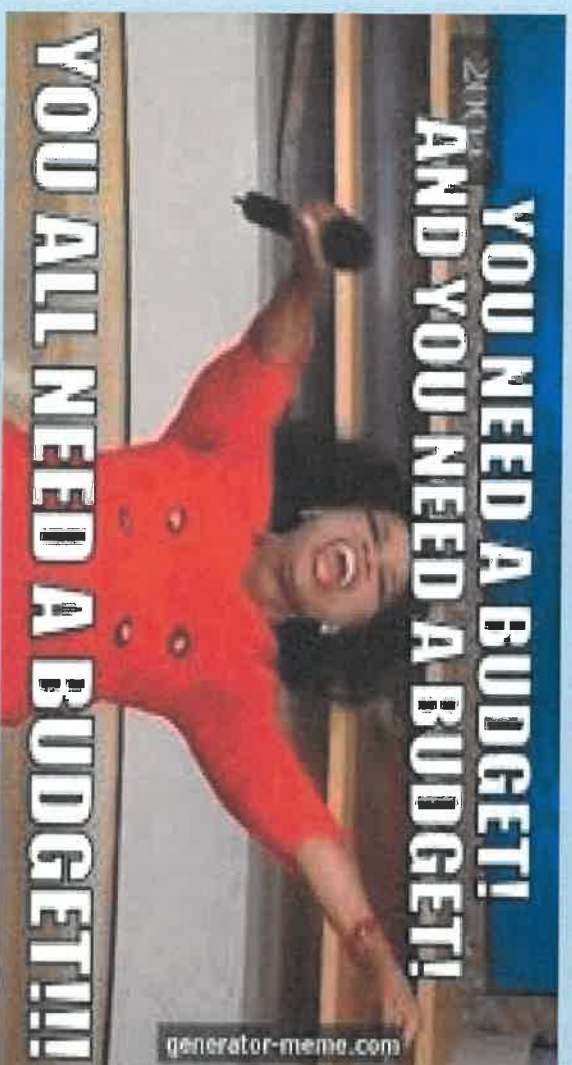
Robyn Healey

Town of Hull FY25 Preliminary Budget Discussion

ADVISORY BOARD

JANUARY 30, 2024

Evolution Takes Time...



Revise Annual Budget Framework

Financial Policies

- Provide Guidance & Process
- Assign Responsibilities
- GFOA Distinguished Budget Award/Best Practices

Capital Improvement Plan

- Enable Capital Investment
- Sustainable Financial Strategy
- Transparency
- Adopt MGL c. 41 §106B

Long Range Financial Forecast

- Project Available Funding &
- Prepare for Future Expenditures

Budget Process Status



Department
Budgets &
Capital
Requests

Determine
Revenue &
Expenditure
Assumptions

Assess Capital
Improvement
Priorities/
Needs

Department
Budget
Meetings

Finalize FY25
Draft Budget
2/7/2024

Projected Net State Aid



Category	FY24 Cherry Sheet	FY25 Governor's Budget	Difference
Education	\$4,130,018	\$4,114,477	+\$15,541
General Government	\$2,776,418	\$2,863,367	+\$86,949
Assessments/Charges	\$857,176	\$876,652	(\$19,476)
Net			\$83,014

Preliminary Budget



FY25 General Fund Budget	1/24/2024 Preliminary	2/7/2024 Draft
Revenues	\$51,615,430	
Expenses	\$52,382,840	
Surplus (Deficit)	(\$767,410)	

Fiscal Year 2025 Budget Worksheet

Department: Capital

Description	FY22	FY23	FY24	FY25	Town Manager Recommend	Advisory Board Recommend
	Actual	Actual	Budget	Request		

Town-wide

Town-wide Line Painting 9,329 45,000 45,000

Town-wide Seawall Program - 50,000 Budget \$50K Annually Seawalls?

Straits Pond Mitigation 24,952 45,000 45,000

Town Hall/Public Safety Generator -

War Memorial Repair & Updates 25,000

Town Clerk Records Retention 10,000 10,000 \$10K Annually until Complete

High Speed Voting Machine(s) 10,000

Town Meeting Clickers 16,000

On Line Permitting System 50,000

Town Owned Building Assessment 100,000

Memorial School FFE

Memorial School Move

Information Technology

System Replacement/Upgrade 83,745 140,000 140,000 Judi Saide

Police

Non-Expendable Fund - Police - Validation 100,000

100,000 100,000

Expendable Fund

Fire	Replacement Equipment-Police Vehicles	103,000	105,000	130,000	Increase in FY25
	Boiler Replacement				Boiler Replacement
School	Replacement Hydrants	54,979	10,000	10,000	
	Command Vehicles (2)			120,000	
DPW					
	System Replacement/Upgrade	-	40,000	40,000	Per Diane E-Mail 01/10/24
Council on Aging	Replacement Equipment	6,440	20,000	20,000	
Library	Building Repairs	27,655	-	54,000	-
	Boiler Replacement			25,000	
Total Capital Budget Total		\$310,100	\$0	\$540,000	\$765,000
				\$0	\$0

Anticipated Operational & Capital Expenses

OPERATIONAL

- HFD – 4 FF Paramedics/EMT Positions
- 4 Collective Bargaining Agreements
- Legal Expenditures
- Buyouts

CAPITAL

- Relocation of Town Hall to MMS (SB)
- MMS Maintenance/Repairs
- Relocation of Senior Center to MMS (SB)
- Closure of Town Hall (SB)
- Seawalls
- Ambulance

FUNDING SECURITY & FINANCIAL RESERVES

ESTABLISH:

- Opioid Settlement Special Purpose Stabilization Fund
 - *Predetermined Annual Award*
- Capital Stabilization Fund
 - *2-3% of annual general fund budget*

CONSISTENTLY FUND:

- General Stabilization Fund
 - *Maintain a min. balance of 3-5% of the operating budget*

NOTABLE DATES

FEBRUARY 7TH - FY25 DRAFT BUDGET PRESENTATION

FEBRUARY 8TH - WARRANT CLOSES

FEBRUARY 15TH - TOWN REPORT SUBMISSIONS DUE

MARCH 27TH - SELECT BOARD SIGNS TOWN MEETING
WARRANT

APRIL 5TH - DEADLINE FOR POSTING TOWN
MEETING WARRANT

MAY 6TH - ANNUAL TOWN MEETING