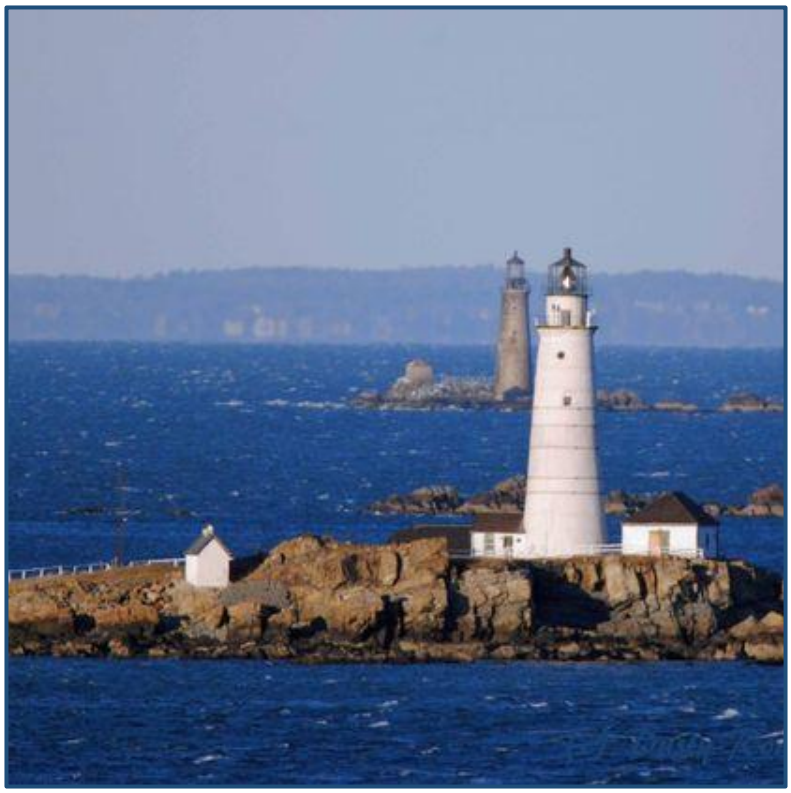
HULL, MA – Town Manager

Position Statement

Hull, MA (10,072 pop.), is a historic, coastal community located on the Nantasket Peninsula at the southern edge of Boston Harbor. Given its land size of 2.8 square miles, it is one of the most densely populated communities in Massachusetts. In the summer, there is a large influx of visitors and seasonal residents. Hull lies approximately 20 miles from Boston via land, but just five miles via water. It takes only 20 minutes to travel via ferry from Hull's Pemberton Pier to Boston's Long Wharf. Hull is a series of islands connected by sandbars forming a peninsula and its residents are deeply concerned about rising sea levels and strongly support climate resiliency efforts.



Hull has an S&P Global rating of AA and stable finances. The Town is led by a five-member Select Board with a Town Manager overseeing daily municipal operations, has an open Town Meeting, and a total FY23 budget of approximately $45.5 million.

To serve as its next Town Manager, the Town of Hull is seeking an experienced and knowledgeable leader with superior communication skills, a team-focused approach, demonstrated financial acumen, and demonstrable understanding of the issues coastal communities face related to climate resiliency. Applicants must be strategic thinkers with the ability to set and prioritize goals, and to able to secure state and federal funding for Town projects. Candidates should have experience as a Town Administrator/Manager, Assistant Town Administrator/Manager, or in positions that have equivalent responsibilities. Candidates should have a bachelor's degree (advanced degree preferred), preferably in public administration or related field. The current Town Manager is retiring following a successful 26-year tenure.

Annual Salary: $185K+/-, **DOQ**. The successful candidate will receive an attractive compensation package including health and retirement plans, commensurate with qualifications and experience. The Town of Hull is an Equal Opportunity Employer.

Government

Hull has a Select Board-Town Manager form of government, with open Town Meeting, and a total FY23 budget of approximately $45.5 million. As the Chief Elected and Executive Officers of the Town, the Select Board are vested with all the municipal authority not specifically retained by Town Meeting or by other elected boards. The Board issue the warrants for Town Meeting, adopt town administrative policies; review and set fiscal guidelines for the annual operating budget; appoint members of most official boards and commissions; hold public hearings; and serve as the licensing board. Hull has highly engaged residents who provide their expertise via boards, committees, and Town Meeting.

The Position

The Town Manager is appointed by the Select Board to oversee the daily operations of the Town, advise and administer the policies and procedures of the Select Board, and enforce Town bylaws and actions passed at Town Meeting. The Manager's authority and responsibilities are established in the Town Manager Act of 1989. The Town Manager is responsible for proposing the annual budget and works with the Senior Management Team to coordinate the budget development process. The Town Manager is responsible for the management of all Town departments (excluding the School Department), all Town funds (general fund and enterprise funds), for providing support to the volunteer committee system, working with other levels of government, and managing special projects for the Select Board. The Manager's Office is also responsible for the continual review of policies and programs in an effort to provide improved service, and for the coordination of activities leading up to the annual Town Meeting and other public hearings and forums.

Departments

The Hull municipal organization has several departments that are more unique than in most municipalities. This allows the Town Manager to work on such critical global issues as climate resiliency and energy conservation as well as tourism. Hull's many municipal departments include Climate Adaptation and Conservation; Harbormaster/Shellfish, Hull Family Network, and the Hull Municipal Light Plant. The Town Manager must be a skilled at working with a talented team and able to maintain positive morale.

Hull's department heads and employees strive to provide superior services to the community and will support the next Town Manager in achieving goals. For example, the Department of Public Works and Sewer Department are in the midst of implementing a roadway management program, repairing seawalls, and upgrading drainage; the Harbormaster Department is in the middle of a 10-year maintenance dredging project at Nantasket Pier basin and boat ramp repair, and the Library is digitizing more of its local history collection to increase its accessibility.

Important Links:

- Town of Hull
- Town Code
- Town Manager
- Hull Vision Statement
- Annual Town Reports
- FY24 Budget Presentation
- Budget Presentations
- Open Space and Recreation Plan
- Housing Production Plan
- Hull Redevelopment Authority
- HRA Urban Renewal Plan
- Various Studies and Reports

Finances

Hull is financially stable and has an S&P Global rating of AA. Hull does not have a particularly diversified tax base as 73% of the Town's FY24 revenues are expected to come from the tax levy, according to the Town's FY24 budget presentation. The Town has an FY23 annual budget of approximately $45.5 million and a projected FY24 budget of $47.5 million. New growth value in FY23 was $52.2 million with the vast majority ($49.9 million) of that growth in residential value and approximately $2.14 million in personal property value. The total assessed value of Hull properties in FY23 is nearly $2.9 billion. Certified free cash for FY23 is slightly over $3.26 million. The average single-family tax bill in FY23 is $6,983. The FY23 tax rate is $12.17. Hull is primarily a residential community and nearly 96% of properties are either residential or open space. The next Town Manager should have superior financial acumen and the ability to assist in the strategic management of Hull's finances, including long-term financial and capital planning.

Education

Hull Public Schools provides a superior education to students in grade PreK-12. Enrollment has been on a steady decline over the past two decades, with an average annual decline of 3%. In 2005, there were 1,255 public school students and, today there were approximately 775. Hull currently has three public schools: Jacobs Elementary, Memorial Middle School, and Hull High School. The Town is in the process of a school consolidation and eventually the middle school will no longer house students, leaving it available for other uses which may include a Council on Aging Center and municipal offices. The public school system is governed by the Hull School Committee and has an anticipated FY24 budget of $17.3 million, which is 57.5% of the Town's operational budget.

Climate Resiliency

Hull has a Climate Adaptation and Conservation department focused on coordinating the Town's proactive efforts in climate adaptation and conservation planning. Living in a densely populated community on a peninsula, Hull residents are deeply concerned about climate change, rising sea levels, storm and flood protection, environmental protection, and the Town's overall climate resiliency. Various climate change and conservation reports and presentations can be viewed on the Town's website.

Open Space and Recreation

Hull has limited open space, and its protection and the preservation of natural resources is important to Hull residents. The quality of life for residents is enhanced by Nantasket Beach Reservation, the Weir River Estuary, Straits Pond, and the numerous playgrounds, fields, and parks that exist within the community. Hull's natural resources offer scenic beauty as well as a variety of recreational opportunities such as swimming, boating, fishing, hiking, biking, and picnicking. Along the shore of Hull Harbor, there are two marinas, public boat launches, and piers for pleasure cruises. The Town's tourism industry thrives during the summer months. The 26-acre Nantasket Beach Reservation, which has 1.3 miles of beachfront, is owned and operated by the state Department of Conservation and Recreation (DCR). The Town Manager must be a skilled negotiator who is able to forge a collaborative working relationship with DCR.

Economic/Community Development

Hull is a year-round community in the midst of an economic and demographic transition with an increasing population of retirees relocating from surrounding communities and young professionals choosing a coastal lifestyle within commuting distance to Boston. It is also a tourist and seasonal destination for thousands of people given its 24 miles of coastline, including the popular Nantasket Beach Reservation. Hull is densely built with a small commercial base and a single tax rate. Approximately 2.4% of land in Hull is currently used for commercial and retail purposes and only 2.24 acres of land is used for offices. Less than 1% of land is currently mixed use, such as a combination of residential and commercial uses in one building. The Hull Redevelopment Authority, which was created in 1961 via Special Town Meeting and controls 15.63 acres of currently open land, is seeking approval of its Urban Renewal Plan which would allow it to issue a Request for Proposals for a mixed-use development, including residential, commercial, and open space. The Plan is a significant subject of discussion in Hull. There may be a need for land transfers between the HRA, the Town, and the Commonwealth to implement the plan. The community approved the Nantasket Beach Overlay District in 2013 to help stimulate mixed-use development. Via the ferry at Pemberton Pier in Hull and the commuter rail at Nantasket Junction in adjacent Hingham, Hull residents and visitors can easily access Boston.

Ongoing/Upcoming Projects and Issues

- Climate change and rising sea levels are a significant concern and Hull has an ongoing focus on climate resiliency efforts, particularly in relation to seawalls, roadways, drainage, sewerage systems, and vulnerable neighborhoods.
- The Hull Redevelopment Authority has submitted a draft of its Urban Renewal Plan through the Massachusetts Department of Housing and Community Development.
- Housing is a concern in Hull as there is little available land for development for affordable housing and for senior housing.
- The Town's infrastructure is aging and in need of various renovations/repairs, including municipal buildings, seawalls, boat ramps, roads, and the middle school building.
- A limited increase in commercial/retail development that would be harmonious with the character of the community would help to offset the residential tax burden.
- The Town Manager is expected to assist in establishing the Master Plan for Hull which would include coalescing a number of completed plans such as the Pemberton Point Economic Development Plan and the Unified Work Plan for Nantasket Beach.

Ideal Candidate

- Bachelor's degree in field related to public administration; advanced degree preferred.
- Experience as a Town Administrator/ Manager or Assistant Town Administrator/ Manager or similar municipal experience.
- Demonstrable knowledge in financial management, project management, community planning, economic development, and personnel management and administration.
- Demonstrable ability to secure and administer state and federal grants to help fund critical Town projects.
- Demonstrated experience in town-wide budget development and associated public presentations.
- Knowledge of climate resiliency and environmental sustainability is a plus given the Town's coastal location.
- Superior skills in community engagement and communications; has a record of transparency; accessible.
- Superior leadership skills; approachable; active listener; skilled problem-solver.
- Experience working with municipal unions.
- Experience in setting goals and objectives and measuring performance.
- Foresight, with the ability to plan for the future.
- Ability to manage and retain a skilled team; able to delegate.
- Highly motivated; patient; diplomatic, with the ability to build consensus.
- Experience in building collaborative relationships with boards and committees; ability to manage conflict and diversity of opinion.

How To Apply

Send cover letter and résumé via email, in a single PDF, in confidence, by 3:00 p.m. EST, April 12, 2023, to:

Apply@communityparadigm.com

Subject: Hull Town Manager

Any questions regarding the position or application process should be directed to:

Bernard Lynch, Principal
Community Paradigm Associates
BLynch@communityparadigm.com
978-621-6733

The Town of Hull, MA, is an Equal Opportunity Employer.