

**Town of Hudson**  
**78 Main Street, Hudson, MA 01749**

**Finance Committee**

**Minutes of Meeting**

(Pursuant to G.L. Part I, Title III, Chapter 30A, Section 22)

**Date:** Monday, November 22, 2021

**Time:** 6:00 PM

**Place:** Town Hall, 3<sup>rd</sup> Floor Conference Room, Town of Hudson, 78 Main Street, Hudson, MA 01749

**Members Present:**

Guy Beaudette	Jillian Jagling
Sam Calandra	Andy Massa
Rob Clark, Chairperson	Claudinor Salomao
Judy Congdon	

**Members Absent:** Steve Sharek, Secretary

**Non-members Present:**

Dean Booth, Resident	Tom Gregory, Executive Assistant
Patricia Fay, Finance Director	Shawn Sadowski, Select Board

**Summary of Discussions, Decisions Made and Actions Taken:**

1. "Approve minutes of November 15, 2021 meeting." Ms. Jagling made a motion to approve the minutes of the meeting on November 15, 2021. Mr. Calandra seconded Ms. Jagling's motion. Without further discussion and upon a roll call by Mr. Clark, the Finance Committee (the "Committee") voted to approve the minutes by a vote of 6 yes votes, 0 no votes, and 1 abstention. Mr. Salamao abstained from the vote.
2. "Review and discuss Open Meeting Law complaint and committee's response." Mr. Clark introduced the topic of Ms. Congdon's Open Meeting Law complaint (the "Complaint") against Mr. Massa included in an email from Ms. Congdon to Select Board member and Chair Scott Duplisea et al dated November 7, 2021 with subject "Complaint against Mr. Andrew Massa" and including an "Open Meeting Law Complaint Form" dated November 7, 2021. Ms. Congdon summarized the Complaint. Mr. Massa responded to the Complaint by reading from a written statement prepared by Mr. Massa. Mr. Massa distributed the written statement to the Committee. The Committee discussed generally how to improve communications among members, how to ensure communications among members remain transparent and compliant with Open Meeting Law, and how to address member concerns going forward. The Committee, including Ms. Congdon and Mr. Massa, expressed agreement that the Committee's discussion satisfactorily resolved the Complaint without the need for the Committee to take further action.
3. "Discuss reforming the Capital Planning Committee and memorandum to Executive Assistant." Mr. Clark introduced the topic of reforming the "Capital Planning Committee" (the "CPC") pursuant to the Town of Hudson "General By-Laws" revised through May 1, 2021, section 9.0, "Community Development Service Group," sub-section 9.3, "The Capital Planning Committee," and the Town of Hudson "Final Report of the Charter Commission" adopted May 8, 1978, last amended May 14, 1979, Article 6, "Finances and Fiscal

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Procedures,” section 6-5, “Capital Improvement Program.” The Committee, Mr. Gregory, Mr. Sadowski, and Ms. Fay discussed generally the history of the CPC, the requirement for the CPC, the purpose and role of the CPC, the composition of the CPC, and the logistics of implementing the CPC. Mr. Massa distributed and discussed documents entitled “Long Range Capital Plan” and “Hudson Public Schools Long Range Capital Plan FY18 – FY22.” After discussion, Mr. Calandra made a motion *“to inform the Executive Assistant of the Finance Committee’s intent to reform the Capital Planning Committee.”* Ms. Congdon seconded Mr. Calandra’s motion. Without further discussion and upon a roll call by Mr. Clark, the Committee voted to approve Mr. Calandra’s motion by a vote of 7 yes votes and 0 no votes or abstentions.

4. Discuss recording in meeting minutes for public record short statements of reasons for Committee member “no” votes and “abstentions.” Mr. Calandra introduced the topic of requiring and recording short statements in meeting minutes of reasons for Committee member “no” votes and “abstentions” on warrant articles. The Committee discussed the basis for such a requirement, the precedence from Open Meeting Law and other Boards and Committees for such a requirement, and the pros and cons of such a requirement. After discussion, the Committee made no decisions and took no further actions related to this topic.
5. Adjournment. Ms. Congdon made a motion to adjourn the meeting. Mr. Calandra seconded. Without further discussion and upon a roll call by Mr. Clark, the Committee voted to approve Ms. Congdon’s motion by a vote of 6 yes votes and 0 no votes or abstentions. (Ms. Jagling departed the meeting before it ended). The meeting adjourned at 7:50 PM.

**List of Documents and Other Exhibits Used at the Meeting:**

1. Agenda dated November 17, 2021 (1 page).
2. Draft “Minutes of the Meeting of October 20, 2021” (1 page).
3. Email from Ms. Congdon to Select Board member and Chair Scott Duplisea et al dated November 7, 2021 with subject “Complaint against Mr. Andrew Massa” and including an “Open Meeting Law Complaint Form” dated November 7, 2021 (27 pages).
4. Undated, written statement prepared by Mr. Massa and distributed to the Committee on November 22, 2021 (2 pages).
5. Town of Hudson “General By-Laws” revised through May 1, 2021, section 9.0, “Community Development Service Group,” sub-section 9.3, “The Capital Planning Committee.”
6. Town of Hudson “Final Report of the Charter Commission” adopted May 8, 1978, last amended May 14, 1979, Article 6, “Finances and Fiscal Procedures,” section 6-5, “Capital Improvement Program.”
7. Documents entitled “Long Range Capital Plan” and “Hudson Public Schools Long Range Capital Plan FY18 – FY22” distributed by Mr. Massa (3 pages).

**By:** Sam Calandra