



Town of Hudson
78 Main Street, Hudson, MA 01749

Finance Committee Agenda
(Pursuant to G.L. Part I, Title III, Chapter 30A, Section 20)

October 10, 2023, 6:00 PM

Town Hall Third Floor Conference Room and
<https://us02web.zoom.us/j/88310118186?pwd=S1hoZi90b2YzMnVnYkFjTG1mcXVTZz09>
Meeting ID, 883 1011 8186; Passcode, 439705; (305) 224-1968 US; (646) 558-8656 New York

Call to Order

The Chair called the meeting to order at 6:09 PM and outlined the agenda.

Members Present: Guy Beaudette, Sam Calandra (Chair), Robert Clark (remote), Joseph Fiorello, Stephen Forti, Jillian Jagling, Joseph McNealy, Eugenia Vineyard (remote)

Non-members present: Fire Chief Bryan Johannes (remote), Finance Director Neil Vaidya, Chief Information Officer Eron Dilo, Executive Assistant Thomas Gregory, Director of Public and Community Health Lauren Antonelli

Agenda Items

Minutes Approval

On a motion by Ms. Vineyard to amend the minutes replacing

"The subcommittee will not be established and will develop a report to assist the Finance Committee in reviewing the town's debt" with "The request to create a subcommittee was withdrawn. A report to assist the Finance Committee in reviewing the town's debt will be provided instead."

seconded by Mr. McNealy, the Committee voted 8-0-0 to approve the meeting minutes of September 12, 2023 as amended.

Committee Prior Business and Priorities Status Review

- 1) Developing minimum requirements from requesters and sponsors for the Committee to review budget requests and Warrant articles, respectively (SC);

This document is a work in progress and will be updated through the FY25 budget review.

- 2) Designating "Debt Management Subcommittee" related to capital requests (JM);

Mr. Vaidya has provided a report of the town's current debt obligations with projections for the next 10 years. That report will be updated annually or as needed and can be referenced to assess impact as debt warrant articles are considered. The report will be referred to as the **10 Year Debt Service Schedule**.

- 3) MA DOR DLS Bureau of Accounts Statement of Indebtedness (SC)

The statement can be made available but the 10 Year Debt Service Schedule will meet the requirement.

- 4) "Finance Committee Citizen's Issue Policy" (SC);



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A working draft circulated on 10/10/2023 will be reviewed for approval at the next Committee meeting. The first section allows for public comment at the discretion of the Chair. The second section allows public submission of agenda items with topics germane to the Finance Committee and is very similar to the Select Board public participation policy. Time limit guidelines were suggested and will be considered.

- 5) Association of Town Finance Committees (ATFC) Annual Meeting November 4th (JV).

Registration information is available on the [ATFC website](#).

New Business

- 1) Committee designee to "DPW Building Committee" (SC)

The Select Board authorized the creation of a DPW Building Committee requesting a representative from the Finance Committee.

On a motion by Chair Calandra seconded by Mr. Beaudette the Committee voted 8-0-0 to approve Mr. Fiorello as the DPW Building Committee representative with Mr. McNealy as an alternate.

- 2) Warrant Article Hearings (see schedule below)

Article 1 Prior Years Bills

Mr. Gregory reported that no bills have been received as of this date.

On a motion by Ms. Jagling seconded by Mr. Forti the Committee voted 8-0-0 to Pass Over Article 1.

Article 2 Transfer of Funds to Purchase Police Radio System

Town Meeting must approve interdepartmental budget transfers that do not occur at year end. Chief Johannes explained that a transfer was made in November 2022 from the radio account balance to support the acquisition of security cameras. This transfer returns an unused amount to the radio account to replace radios that are no longer supported.

On a motion by Mr. Forti, seconded by Mr. Beaudette Article 2 the Committee voted 8-0-0 to Recommend Article 2.

Article 3 Community Preservation Appropriation of Funds



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This article was tabled to be reviewed at the next Finance Committee meeting.

Article 4 Transfer from Stabilization Fund, Municipal Finance Software

Mr. Vaidya described the town's current use of 7 disparate and unintegrated programs for financial management. This lack of integration drives many labor intensive operations including posting operations that delay access to real time financial data. The purchase and implementation of an Enterprise Resource Planning (ERP) system will facilitate reporting and integration of data across departments, reducing labor intensive processes and making real time accurate data available.

Migration to an ERP will be a long process. Allocating \$1,210,000 from the Stabilization Fund allows this process to begin. The funds allocated from Stabilization will be restored from Free Cash at the end of FY24. This allocation will cover costs for the next 18 months.

A transfer from the Stabilization Fund requires a $\frac{2}{3}$ vote at Town Meeting.

On a motion by Mr. McNealy seconded by Mr. Forti the Committee voted 7-0-1 to Recommend Article 4.

Article 7 Amend General Bylaws, Board of Health

Ms. Antonelli explained that this bylaw change brings the town in to compliance with state law. The legal age to purchase tobacco in Massachusetts is 21.

On a motion by Ms. Jagling seconded by Mr. Clark the Committee voted 8-0-0 to Recommend Article 7.

Article 14 Hometown Heroes Banner Project

Article 14 is a petitioned article by Mr. Kevin Fondas, et al. to raise and appropriate \$20,000 which will cover the cost of Hometown Hero Banners for the 43 Armed Services members from Hudson that were killed in action. Remaining funds will support families needing financial assistance to purchase a banner for a veteran. Banner cost to families will be \$200. The article appears on the warrant as submitted by the petitioner and specifies that the funds will be Raised and Appropriated; i.e. taken from tax revenue. Mr. Gregory anticipates that sufficient funds will be available within the levy in FY24.

On a motion by Ms. Jagling seconded by Guy Beaudette the Committee voted 7-0-1 to Recommend Article 14.



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Adjournment

On a motion by Mr. Beaudette seconded by Mr. McNeally the meeting was adjourned at 8PM.

Finance Committee Schedule of Hearings for Special Town Meeting November 20, 2023

Date	Article	Petitioner(s)	Required Attendee(s)
10/10/23	01, Prior Year Bills	Executive Assistant Finance Director Select Board	Executive Assistant
10/10/23	02, Transfer of Funds to Purchase Police Radio System	Executive Assistant Finance Director Fire Chief Select Board	Executive Assistant
10/10/23	03, Community Preservation Appropriation of Funds	Community Preservation Committee	Community Preservation Committee
10/10/23	04, Transfer from Stabilization Fund, Municipal Finance Software	Executive Assistant Finance Director Select Board	Executive Assistant Finance Director Information Technology
10/10/23	07, Amend General Bylaws, Board of Health	Board of Health Select Board	Board of Health
10/10/23	14, Hometown Heroes Banner Project	Kevin J. Fondas	Kevin J Fondas
10/12/23	05, Fire Engine Acquisition	Executive Assistant Fire Chief Select Board	Executive Assistant Fire Chief
10/12/23	06, Brigham Street Culvert Reconstruction	Executive Assistant Director of Public Works Select Board	Executive Assistant Director of Public Works
10/12/23	08, Wetland Protection Bylaw	Conservation Commission	Conservation Commission
10/12/23	09, Amend Protective Zoning Bylaws	Director of Community Development Zoning Board of Appeals	Director of Community Development
10/12/23	10, Amend Protective Zoning Bylaws	Same as above	Same as above
10/12/23	11, Amend Protective Zoning Bylaws	Same as above	Same as above
10/12/23	12, Amend Protective Zoning Bylaws	Same as above	Same as above
10/12/23	13, General Bylaws, Article XII, Section 4	Same as above	Same as above