



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)

September 12th, 2023 at 6PM

Town Hall Third Floor Conference Room and Video Conference via Zoom

Call to Order

The Chair called the meeting to order at 6 PM.

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

Agenda Items

Minutes Approval

On a motion by Sam Calandra, seconded by Joseph Fiorello the Committee voted 5-0-2 to approve the meeting minutes of August 8, 2023.

Committee Priorities Status Review

The Committee reviewed the status of the following Committee priorities

1. Transitioning Committee documentation to BoardDocs online (SC)

BoardDocs subscriptions are limited and cost is not in the Committee's current budget so the Committee will focus on using the web page. The Chair is working with IT on webpage updates to include contact information, Minutes and other meeting related documents, resources for new Finance Committee members and public education on Municipal Finance, and news and announcements.

2. Transitioning Committee meetings to combined in-person and online format (SC)

This item is completed. The Chair prefers that members attend in person whenever possible but Zoom will be available for remote attendance, when necessary, such as illness or travel. The Chair is also looking into using the High School (G101) for a larger meeting space.

There will be a shared repository for documents distributed to the Committee by the Executive Assistant. The latest version of documents will always be in this repository along with earlier drafts. Documents will be made available in PDF to support on-line access. Some members may prefer paper so that will remain an option.

3. Developing online resources for member and public financial orientation (SC)

Orientation materials for Finance Committee members and the public will be posted to the Committee's web page. The resources will include pointers to DLS Municipal Finance training, resources that the Committee assembles from MMA, etc. The Chair requested that members send suggestions for materials to him.

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



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The Chair is working on a petitioner requirements document. This document will cover the Finance Committee's requirements for budget reviews. The Chair met with the new Superintendent of Schools, Dr. Regan. Dr. Regan requested input on the budget presentation. The Chair requested input from members which he will consolidate and share with Dr. Regan.

The Committee discussed requiring petitioners or their representative to attend their budget request review. It was noted that this is especially needed with zoning articles. The Chair will draft proposed guidelines for review. Committee discussed possibly including considerations for small budget amounts in the guidelines.

5. Designating "Debt Management Subcommittee" related to capital requests (tentative, JM)

Joe McNealy met with Tom Gregory and Neil Vaidya to discuss creation of a debt management subcommittee. The subcommittee will be established and will develop a report to assist the Finance Committee in reviewing the town's debt. Sam will circulate a DLS debt report.

Committee Policy Discussion

The Committee considered the following Committee policies: "Finance Committee Citizen's Issue" Policy.

The Chair will circulate a draft policy for review. The policy will cover members of the public addressing the Committee at an Open Meeting and members of the public submitting items for the Agenda.

Other

Eugenia will circulate information on the Association of Town Finance Committee's Annual Meeting on Saturday Nov 4th. Members should let Eugenia know if they are interested in attending.

Adjournment

On a motion by Eugenia Vineyard, seconded by Guy Beaudette the Committee voted unanimously to adjourn at 6:40 PM.

List of Document and other Exhibits Used at the Meeting

2023-08-08_Finance_Committee_Minutes_Draft