



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)

July 11, 2023, 6:00 PM, Videoconference Via Zoom

A. Call to Order

1. The Chair called the meeting to order at 6:00 PM and outlined the agenda.
2. Members present were Mr. Beaudette, Mr. Calandra (Chairperson), Mr. Clark, Mr. Fiorello, Ms. Jagling, and Mr. McNealy. Non-members present were Mr. Gregory (Executive Asst.).

B. Summary of Discussions, Decisions Made, and Actions Taken

1. Minutes to be Approved

- a. On a motion by Mr. Clark, seconded by Ms. Jagling, the Committee voted 6-0-0 to amend the draft meeting minutes of June 6, 2023 by changing item 3b from “On a motion by TBD, seconded by TBD” to “On a motion by Mr. Beaudette, seconded by Mr. McNealy,” and by changing item 3c from “On a motion by TBD, seconded by TBD” to “On a motion by Ms. Vineyard, seconded by Mr. Salomao.”
- b. On a motion by Ms. Jagling, seconded by Mr. Clark, the Committee voted 5-0-1 to approve the amended meeting minutes of June 6, 2023.

2. General

- a. The Committee considered the following year-end transfer requests per G.L. Ch. 44, Sec. 33B by Mr. Gregory:
 - 1) On a motion by Mr. Clark, seconded by Mr. McNealy, the Committee voted 6-0-0 to approve a transfer of \$10,419.90 from account 9140-040, Group Health Insurance, to account 9141-040, General Insurance, to cover a year-end deficit in account 9141-040.
 - 2) On a motion by Mr. Clark, seconded by Ms. Jagling, the Committee voted 6-0-0 to approve a transfer of \$4,793.50 from account 9140-040, Group Health Insurance, to account 1237-040, Executive Assistant Personnel, to cover a year-end deficit in account 1237-040.
 - 3) On a motion by Mr. Clark, seconded by Ms. Jagling, the Committee voted 6-0-0 to approve a transfer of \$1,216.42 from account 9140-040, Group Health Insurance, to account 1235-040, Executive Assistant Legal, to cover a year-end deficit in account 1235-040.
- b. On a motion by Mr. McNealy, seconded by Mr. Beaudette, the Committee voted 6-0-0 to hold standing meetings at 6 PM on the second Tuesday of each month to discuss Committee business and further Committee priorities.
- c. The Committee discussed setting Committee priorities including, among other things, reforming the Capital Planning Committee, developing resources online for new member and general public financial orientation, developing a list of minimum requirements from requestors and sponsors for the Committee to review budget requests and Warrant articles, respectively.



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)

July 11, 2023, 6:00 PM, Videoconference Via Zoom

C. Adjournment

1. On a motion by Mr. Calandra, seconded by Ms. Jagling, the Committee voted 6-0-0 to adjourn the meeting.

D. List of Documents and Other Exhibits Used at the Meeting

1. Agenda posted July 7, 2023 (1 page).
2. Memorandum from Executive Assistant dated July 7, 2023 regarding Year-End Transfer Requests per G.L. Ch. 44, Sec. 33B (2 pages).



Received /Posted by Town Clerk
DATE: 7/7/2023

TIME: 11:50AM

POSTED IN ACCORDANCE WITH THE PROVISIONS OF MGL 30A§§ 18-25

Finance Committee

Place of Meeting: Videoconference Via Zoom

<https://us02web.zoom.us/j/85480958376?pwd=ZVluS0QyYVJxQUVGd0FsRXZKcElwZz09>

Meeting ID: 854 8095 8376

Passcode: 242822

(646) 558-8656

Tuesday
DAY

July 11, 2023
DATE

6:00 p.m.
TIME

AGENDA ATTACHED OR SUBJECTS TO BE DISCUSSED LISTED BELOW:

1. Call to Order.
2. Consider approval of inter departmental transfers per M.G.L. Chapter 44 Section 33B.
3. Approve minutes of June 6, 2023.
4. Consider approval of standing meetings going forward.
5. Adjourn.

Adjourn:

Posted by: Sam Calandra

Date: July 7, 2023



Town of Hudson

MASSACHUSETTS 01749-2134

To: Select Board
Finance Committee

From: Thomas Gregory

Date: July 7, 2023

Re: Year-End Transfer Requests per G.L. Ch. 44, Sec. 33B

At the Annual Town Meeting in May, funds were approved to be transferred from Free Cash to various operating accounts in which deficits were expected to occur as of June 30, 2023. Now that we have received all FY2023 invoices, there are three (3) accounts that have incurred actual deficits. These are shown in the chart below:

Department	Account #	Deficit
General Insurance	9141-040	\$ (10,419.90)
EA - Personnel	1237-040	\$ (4,793.50)
EA - Legal	1235-040	\$ (1,216.42)
TOTAL		\$ (16,429.82)

The deficit in the General Insurance line reflects expenses incurred in relation to property and auto claims that were filed with MIIA. There is a \$500 deductible with auto claims and a \$1,000 deductible with property claims. Insurance claims trended higher in FY2023 than they did in FY2022. Additionally, insurance proceeds that have not yet been received will not be credited to FY2023, but to the current fiscal year.

The deficit in the Personnel line reflects costs relative to onboarding new employees such as expenses related to pre-employment physicals. There were twenty (20) pre-employment physicals since January 2023. Funds were transferred at Town Meeting into this account, but the estimate used in May was not sufficient.

The deficit in the Legal Services line was primarily driven by expenses related to Special Counsel services during the Intel site plan filing with the Planning Board last fall. Funds were transferred at Town Meeting into this account, but the estimate used in May was not sufficient.

I am recommending that the Select Board and Finance Committee approve a transfer of \$16,429.82 from the Group Health Insurance line (#9140-040) to the accounts shown above to cover the respective deficits.

I am available to answer any questions.

cc: Neil Vaidya, Finance Director
Fernanda Santos, HR and Licensing Manager