



**BOARD OF SELECTMEN
TOWN OF TEWKSBURY
TOWN HALL, 1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876**

JAY KELLY, CHAIRMAN
JAYNE E. WELLMAN, VICE CHAIRMAN
JAMES F. MACKEY, III, CLERK
TODD R. JOHNSON, ESQ.
ANNE MARIE STRONACH

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March 29, 2022 – Meeting Minutes

The regular meeting was called to order by Mr. Jay Kelly, Chair at approximately 7:00 p.m. Also participating in the meeting were Ms. Jayne E. Wellman, Vice-Chair; Ms. Anne Marie Stronach, Board Member, Mr. James F. Mackey, III, and, Mr. Todd Johnson, Esq.

Also present was Mr. Richard Montuori, Town Manager

Prior to the meeting, Chair Kelly pointed out that it would be a very special meeting as Board Member Stronach was retiring and it would be her last meeting.

SCHEDULED ITEMS

1. Bourque Family Foundation One Day Liquor/Entertainment License Applications (Public Hearing)

MOTION: Board Member Wellman made a motion to waive reading the public notice into the record. Board Member Mackey seconded the motion.

Ms. Meagan Wood, Executive Director, Bourque Family Foundation, addressed the Board and said she was present to request a One-Day Entertainment License on Saturday, June 25, 2022, from 12:00 p.m. to 5:00 p.m. to host the 7.7K run at the Breakaway Ice Center.

Board Member Wellman thanked Ms. Wood for a complete application packet but she noted the Certificate of Insurance still had to be obtained.

Board Member Johnson commented that he had some concerns with the actual race route itself. He said there were no sidewalks on the route and had safety concerns. He asked the applicant to consider an alternate route.

Ms. Wood said the roads would be partially closed during the race and there would be seven police officers on the route and additional police officers at the event after the race.

Chair Kelly asked if there were members of the public who had questions or comments. There were none.

MOTION: Board Member Johnson made a motion to close the public hearing. Board Member Stronach seconded the motion.

MOTION CARRIED 5 – 0 – 0.

MOTION: Board Member Johnson made a motion to approve the One-Day Liquor and Entertainment Licenses as presented with the stipulation that the applicant provides proper proof of insurance and table the race route discussion until the next meeting. Board Member Stronach seconded the motion.

MOTION CARRIED 4 – 1 – 0. (Nay – Chair Kelly)

RESIDENT COMMENTS

Mr. Bruce Shick, 30 Lucille Drive, addressed the Board and said he was a member of the Open Space and Recreation Plan Committee and assisted in writing the current plan that was approved by the Select Board and was part of the town's official plan. He said he was present to lobby for any piece of open space that should become available for the town to acquire.

Ms. Donna Pelczar, 387 Trull Road, addressed the Board and said a parcel of land on Frasier Lane was an open space that was now going to be made into a buildable lot.

Ms. Pelczar noted that it was Vietnam Veteran's Day and thanked everyone who took part in it.

NEW BUSINESS

1. Election and Polling Updates

Ms. Denise Graffeo, Town Clerk, explained that the Town of Tewksbury had to make some changes in precincts due to the population increase as identified in the 2020 Federal Census. She reviewed the precinct map and noted changes including the renumbering of existing precincts to 1 through 8. The below website provides further information regarding voting locations.

<https://www.tewksbury-ma.gov/383/Where-Do-I-Vote>

2. Audit Presentation

Mr. Jim Powers and Ms. Romina Mameli, Partners at Powers & Sullivan, LLC were present to provide the results of the FY 2021 audit.

Ms. Mameli said they were happy with the overall result of the audit. She said the town's revenues came in at \$3.3 million higher than what was budgeted, and the expenditures came in at \$2.3 million less than what for which was budgeted.

Ms. Mameli said the General Fund had a total fund balance of \$31 million of which \$20.4 million was unassigned, but \$7.3 million of that was the stabilization funds. She said the Elementary School project had a \$43 million balance at the end of the year.

Ms. Mameli noted that the net pension liability, through Middlesex Retirement, was \$104.5 million in FY 21. She added that the OPEB (Other Post-Employment Benefits) liability was \$77.2 million in FY 21.

Mr. Powers stated it was his opinion that the town was extremely well managed from a long-term perspective.

3. DPW/School Facility Presentation

Mr. Jeff Alberti, & Mr. Tony Wespiser of Weston & Sampson were present. Mr. Alberti said they were working on the design for the public works facility and the school maintenance facility.

Mr. Alberti provided an update of the project as summarized below:

- In 2020, the total estimated project cost was \$31 million.
- Due to the implications of COVID-19 the total estimated project cost went up to \$37 million in 2021, which resulted in a reduction of 10,000 square feet. (Total of 53,000 square feet)
- Renovate the “winged-shaped” building rather than demolishing it to possibly use as vehicle/equipment storage.
- \$29.5 million total cost after 20% reduction achieved through cost-control measures.
- Plan was to seek funding at the October Town Meeting and begin construction in the spring of 2023.

Board Member Wellman asked what the site clean-up would be. Mr. Alberti replied that the site clean-up was included in the plan. He added there was an old stump dump on the site, and they had already met with DEP.

Mr. Mackey asked if there were any considerations to not moving the food pantry into the proposed building. Mr. Alberti replied there were more alternatives, but it was more costly.

Mr. Montuori explained that the town planned on funding the project within the tax levy and not a debt exclusion. He added the town currently had \$1,589,178 in debt service within the budget for the project. He said they added enough funding in debt service to the FY 23 budget to borrow \$25 million.

Chair Kelly stated he would allow public comment.

Mr. Kelly, a resident, asked what the life expectancy of the building would be. He also said he felt the funding for the project, as proposed, was an attempt to avoid an override.

4. Land Sales Approval

Mr. Montuori said Town Meeting authorized some land to be sold by the Board of Selectmen. He said the land was put out to bid and requested the Board grant him the authority to sign all applicable paperwork. The total amount of sale: \$1,023,765.

MOTION: Board Member Stronach made a motion to approve the request as presented. Board Member Wellman seconded the motion.

MOTION CARRIED 5 – 0 – 0.

TOWN MANAGER

1. Acceptance of Open Space Parcels

Mr. Montuori explained the town had recently declined a donation for an open space parcel on Marston Street which was approximately 13 acres of land. He said the parcel had a fair number of wetlands on it and did not see a use for it. He said since then there had been some interest and concern shown by some members of the Open Space Committee who felt the parcel might be a good addition to Rogers Park. He further said the town was speaking with the individuals who were originally interested in donating the parcel.

Mr. Montuori said in the future when there was any type of request from an individual to donate land to the town, they would solicit recommendations from various town departments (including the Planning Board, Conservation Commission, Open Space & Recreation Commission) and the administration would do their review of the parcel. He said he felt there also needed to be a request for a 21 E done on the parcel to ensure the land was not contaminated, and then would bring the request to the Select Board for approval.

Mr. Montuori said he was not aware of the parcel of land located on Frasier Lane.

Board Member Johnson said the Board was 100% in support of open space, however, it did not mean there was an obligation to take every single parcel. He said it should be decided on a case-by-case basis.

Chair Kelly added there could be some open space parcels that abutted a resident's property, and it would be very important to the resident that the town secure the parcel so nothing could be built in that area.

2. Town Counsel Invoice:

- February 16, 2022 – February 28, 2022: \$2,975.00

MOTION: Board Member Stronach made a motion to approve Town Counsel's invoice for the period of February 16, 2022 – February 28, 2022, in the amount of \$2,975.00. Board Member Wellman seconded the motion.

MOTION CARRIED 5 – 0 – 0.

- March 1, 2022 – March 15, 2022: \$33,910.00

MOTION: Board Member Johnson made a motion to approve Town Counsel's invoice for the period of March 1, 2022 – March 15, 2022, in the amount of \$33,910.00. Board Member Mackey seconded the motion.

MOTION CARRIED 5 – 0 – 0.

- Town Counsel Invoice for Tax Title Sales & Closings: \$4,500.00

MOTION: Board Member Wellman made a motion to approve Town Counsel's invoice for Tax Title Sales & Closings in the amount of \$4,500.00. Board Member Stronach seconded the motion.

MOTION CARRIED 5 – 0 – 0.

MINUTES

There were no minutes to review.

Board Member Reports

Board Member Wellman

- Beautification Day would be held on May 7th.
- The Tewksbury Equity, Diversity, & Inclusion Advisory Committee had put a survey out and she encouraged people to fill it out.

Board Member Mackey

- Elections were coming up and encouraged everyone to get out and vote.

Board Member Johnson – No Report

Board Member Stronach

- The Senior Center would re-open on April 4th.
- The next Elementary Building Committee meeting would be held on April 14th. She would continue to be on that Board but not as a representative of the Select Board.

Chair Kelly

- The Reuse Committee was focusing on getting a survey out to the residents.

At approximately 8:58 p.m. Chair Kelly declared a break, calling the meeting back to order at 9:00 p.m.

Chair Kelly, in recognition of Board Member Stronach's retirement, presented her with a plaque in honor of her service.

The Select Board collectively expressed their sincere gratitude, affection, and dedication to the Town of Tewksbury and wished her the very best in her future.

Board Member Stronach thanked her colleagues for their kind words and said it had been a pleasure serving her community.

At approximately 9:16 p.m. Board Member Stronach made a motion to adjourn. Board Member Wellman seconded the motion.

MOTION CARRIED 5 – 0 – 0.

Approved by the Board of Selectmen on September 13, 2022

Documents Presented and/or Discussed:

- Bourque Family Foundation One Day Liquor/Entertainment License Applications
- Election and Polling Locations Update
- Audit Presentation
- DPW/School Facility Presentation
- Land Sales Approval
- Acceptance of Open Space Parcels
- Town Counsel Invoice: February 16, 2022 – February 28, 2022
- Town Counsel Invoice: March 1, 2022 – March 15, 2022
- Town Counsel Invoice: Tax Title Sales & Closings: \$4,500.00

Next Selectmen Meeting Date: April 5, 2022

Trish Gedziun
Recording Secretary