



SELECT BOARD
TOWN OF TEWKSBURY
TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876

TODD R. JOHNSON, ESQUIRE, CHAIR
JAMES F. MACKEY, III, VICE CHAIR
PATRICK HOLLAND, CLERK
MARK KRATMAN, MEMBER
JAYNE E. WELLMAN, MEMBER

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April 4, 2023 – Meeting Minutes

A regular Select Board meeting was called to order by Mr. Todd R. Johnson, Esq., Chair, at 7:00 p.m. Also participating in the meeting were Mr. James F. Mackey, III, Vice-Chair; Mr. Patrick Holland, Clerk; Mr. Mark Kratman, Board Member; and Ms. Jayne E. Wellman, Board Member.

Also Present: Mr. Richard Montuori, Town Manager

Chair Johnson welcomed Mr. Patrick Holland to the Select Board.

SCHEDULED ITEMS

1. Select Board Reorganization

- Chair of the Select Board

MOTION: Board Member Kratman made a motion to nominate Mr. Johnson as Chair of the Select Board. Vice-Chair Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

Chair Johnson asked if there were any other nominations. There were none.

MOTION: Board Member Kratman made a motion to close the nominations. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

A poll vote was taken, which resulted in a vote of 5 – 0 – 0.

- Vice-Chair of the Select Board

MOTION: Board Member Wellman made a motion to nominate Mr. Mackey as Vice-Chair of the Select Board. Board Member Holland seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

Chair Johnson asked if there were any other nominations. There were none.

MOTION: Board Member Kratman made a motion to close the nominations. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

A poll vote was taken, which resulted in a vote of 5 – 0 – 0.

- Clerk of the Select Board

MOTION: Vice-Chair Mackey made a motion to nominate Mr. Holland as Clerk of the Select Board. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

Chair Johnson asked if there were any other nominations. There were none.

MOTION: Board Member Wellman made a motion to close the nominations. Vice-Chair Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

A poll vote was taken, which resulted in a vote of 5 – 0 – 0.

2. Border Road - Street Acceptance (Public Hearing)

Chair Johnson opened the public hearing and read the notice into the record as summarized as follows:

Notice is hereby given that the Select Board will conduct a public hearing in accordance with Massachusetts General Laws, Chapter 82 §22 & §23 on Tuesday, April 4, 2023, at 7:05 p.m. at Town Hall for the purpose of laying out as a town way, certain road, namely, Border Road. By accepting Border Road, the town is allowed to expend Chapter 90 monies to make improvements to the road.

Mr. Jim Hanley, President, Civil Design Consultants was present on behalf of the application. He said he was the original design engineer for the project. He said he had a plan in place to address each of the minor items in the letter from the Department of Public Works, and said he had no concerns with having the ability to complete the items.

Board Member Wellman asked Mr. Hanley to describe how the site was processing stormwater. Mr. Hanley replied no stormwater was running onto abutting areas.

Board Member Wellman asked if abutters had been notified of the public hearing. Mr. Hanley replied that the parties of interest were notified of the meeting.

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

Chair Johnson asked Mr. Sadwick, Assistant Town Manager if the town's interest from an administrative perspective had been protected. Mr. Sadwick replied he did not have any concerns.

MOTION: Board Member Kratman made a motion to close the public hearing. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

MOTION: Board Member Kratman made a motion to approve the acceptance and layout of Border Road, with the stipulation that all of the items on the town's list were completed. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

3. Grammy's Way - Street Acceptance (Public Hearing)

Chair Johnson opened the public hearing and read the public hearing notice into the record as summarized below:

Notice is hereby given that the Select Board will conduct a public hearing in accordance with Massachusetts General Laws, Chapter 82 §22 & §23 on Tuesday, April 4, 2023, at 7:05 p.m. at Town Hall for the purpose of laying out as a town way, certain road, namely, Grammy's Way. By accepting Border Road, the town is allowed to expend Chapter 90 monies to make improvements to the road.

Mr. Jim Hanley, President, Civil Design Consultants was present on behalf of the application. He said there was a groundwater issue and had designed the basin consistent with the stormwater regulations. He said he would be meeting with DPW the following day to make adjustments to the basin so it would drain.

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

MOTION: Vice-Chair Mackey made a motion to close the public hearing. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

MOTION: Board Member Wellman made a motion to accept Grammy's Way as a street, as well as the layout, with the stipulation that the provisions indicated by the Town Engineer were fulfilled to the satisfaction of the town. Board Member Holland seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

4. Escapology of Merrimack Valley: Change of Manager

Mr. Donald MacLaren and Ms. Maylin Bourgeois were present on behalf of the application. Mr. MacLaren explained that they were present to request a Change of Manager to Ms. Maylin Bourgeois.

Chair Johnson asked Ms. Bourgeois if she had experience with serving alcohol. Ms. Bourgeois replied that she had several years of experience.

Mr. Holland asked if Ms. Bourgeois was TIP certified. She replied in the affirmative.

MOTION: Vice-Chair Mackey made a motion to approve the Change of Manager request for the Escapology of Merrimack Valley. Board Member Kratman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

RESIDENT COMMENTS

There were no comments made.

NEW BUSINESS

1. Signature Page: Annual and Special Town Warrant

Mr. Montuori said the Warrant would be posted this week and the Select Board needed to sign the signature page.

2. Donation from The Friends of the Elderly to the Tewksbury Senior Center

Mr. Montuori said The Friends of the Elderly were donating \$150.00 to the Tewksbury Senior Center. He said it was money raised during a St Patrick's Day dinner that was held.

MOTION: Board Member Kratman made a motion to accept the donation in the amount of \$150.00 from The Friends of the Elderly to the Tewksbury Senior Center with the Select Board's sincere gratitude. Vice-Chair Mackey seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

TOWN MANAGER

Mr. Montuori had nothing further to share.

MINUTES

January 19, 2022; January 21, 2022; May 2, 2022; May 4, 2022; August 3, 2022; August 9, 2022; September 28, 2022; October 25, 2022; & December 6, 2022.

January 10, 2023; January 25, 2023; & February 15, 2023

MOTION: Board Member Kratman made a motion to approve the minutes as presented. Board Member Wellman seconded the motion.

MOTION CARRIED: 4 – 0 – 1. (Abstained – Board Member Holland)

BOARD MEMBER REPORTS

Board Member Holland

- Thanked the Board for their good wishes and said he looked forward to working with them.

Board Member Wellman

- The Diversity, Equity, and Inclusion Advisory Committee would be meeting the following Thursday where they would be discussing the Winchester Hospital grant that they were working on. She said they were also planning some festivities for Pride Month in June.

- NMCOG (Northern Middlesex Council of Governments) would be meeting later in the month.
- Thanked the residents who came out to vote on the previous Saturday.

Board Member Kratman

- Had no reports to share.

Vice-Chair Mackey

- Had no reports to share.

Chair Johnson

- Had no reports to share.

ADJOURNMENT

MOTION: At approximately 7:32 p.m. Vice-Chair Mackey made a motion to adjourn. Board Member Wellman seconded the motion.

MOTION CARRIED: 5 – 0 – 0.

Approved by the Select Board on June 6, 2023

Documents Presented/Discussed

- Select Board Reorganization
- Boarder Road Street Acceptance
- Grammy's Way Street Acceptance
- Escapology of Merrimack Valley: Change of Manager
- Signature Page: Annual and Special Town Warrant
- Donation from The Friends of the Elderly to the Tewksbury Senior Center
- Minutes: 1/19/22; 1/21/22; 5/2/22; 5/4/22; 8/3/22; 8/9/22; 9/28/22; 10/25/22; 12/6/22; 1/10/23; 1/25/23; and 2/15/23.

Next Select Board Meeting: April 25, 2023