

Annual Report

Town Of Tewksbury Massachusetts



2021

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AT YOUR SERVICE.....Back Cover

2021 IN MEMORIAM

First Name	Last Name	Position
Judith E.	Cole	Teacher
Edward	Devine	School Department
John R.	Gallant, Jr.	Teacher
Margherita A.	Gilbert	Cafeteria Staff/School Department
Allen J.	Hancock	Firefighter
Mary A.	Kane	Secretary
Mary E.	Kane	School Department
Christos	Koumartzelis	School Department
Marilyn	LeClair	School Department
Alice	McEdward	School Department
Patricia M.	McNamara	Election Official
William	Millett	Fire Captain
Concetta M.	Miranda	Cafeteria Staff/School Department
Maureen P.	Niven	Election Official
James	Nolan	DPW Superintendent
Hope	Place	Teacher
Jerry	Quaglia	Election Official
James	Quinn	School Department
William	Rose	Administrative Services Assistant
Barbara	Stevens	Cafeteria Staff/School Department
Barbara	Vitallo	School Department
Judith	White	School Department
Warren	Yaeger	Teacher
Charles J.	Zaroulis	Town Counsel

GENERAL GOVERNMENT

Biograph

Elected Officials

Appointed Officials

Boards, Committees, Commissions

Annual Town Meeting

Special Town Meetings

BIOGRAPH

1. Town
Tewksbury, Massachusetts
Incorporated in 1734
2. County:
Middlesex, ss
3. Location:
At the junction of two new superhighways in northeastern Massachusetts, U. S. Interstate 495 and U. S. Interstate 93. The Town is bordered on the north by the Merrimack River, Northeast by the Town of Andover, southeast by the Town of Wilmington, southwest by the Town of Billerica and borders on the City of Lowell on the west. It is 21 miles from Boston, 50 miles from Worcester, 30 miles from Salisbury Beach and 230 miles from New York City.
4. Population:
2010 - 32,516 Annual Town Census
2010 - 28,961 Federal Census
2011 - 30,309
2012 - 30,077
2013 - 29,367
2014 - 30,613
2015 - 29,855
2016 - 30,425
2017 - 30,010
2018 - 30,435
2019 - 30,417
2020 – 31,044 Annual Town Census
2020 – 31,342 Federal Census
2021 – 30,266
5. Land Areas:
20.7 square miles
10,789.5 acres
6. Climate:
Mean annual precipitation 43.3 inches
Mean Temperature – January 37°F
July 82°F
7. Elevation:
Highest point: Ames Hill, 363 feet
North section: 200 feet;
West section: 150 feet;
Center: 120 feet;
South section: 150 feet
(above mean sea level)
8. Topography:
Fairly level terrain, with elevations varying from 100 feet to 200 feet above sea level. Soil is a mixture of sandy soil in southern section. Wet and moist and of good texture along the central and northern sections.
9. Established:
Inhabitants separated from Billerica in 1733
First Town Meeting held January 14, 1734
Duly Incorporated December 23, 1734
10. Form of Government
Open Town Meeting
Five Member Elected Board of Selectmen

ELECTED OFFICIALS

Board of Selectmen

Todd R. Johnson	2024
Jay J. Kelly (Chair)	2023
James F. Mackey, III (Clerk)	2024
Anne Marie Stronach	2022
Jayne E. Wellman (Vice Chair)	2022

School Committee

Shannon M. Demos (Vice Chair)	2022
Bridget L. Garabedian (Clerk)	2024
Nicholas G. Parsons	2024
John R. Stadtman	2022
Keith M. Sullivan (Chair)	2023

Planning Board

Jeremiah J. Delaney, Jr.	2022
Robert A. Fowler (Vice Chair)	2023
Vincent S. Fratalia	2024
Stephen G. Johnson, Jr. (Chair)	2026
Eric M. Ryder (Clerk)	2025

Moderator

Vacant	2023
--------	------

Board of Library Trustees

Lorraine H. Carriere (Chair)	2023
Christopher P. Castiglione	2024
Joseph C. Frank	2022
Laura L. Harrington (Vice Chair)	2022
Patrick J. Joyce	2023
Bonnie M. Page (Clerk)	2024

Board of Health

Raymond M. Barry (Chair)	2024
Anthony M. Boschetti	2022
Charles J. Roux	2023
Robert G. Scarano (Vice Chair)	2024
Maria H. Zaroulis (Clerk)	2022

Housing Authority

Robert F. Demers (Treasurer)	2025
John W. Deputat (Chair)	2024
Marc A. DiFruscia	2026
Cheryl A. Wight (Tenant Member)	2026
Vacant (State Appointee)	

School Committee/Regional Technical

Cheryl M. Bartolone	2024
Patricia M.W. Meuse	2022

APPOINTED OFFICIALS

Animal Control Officers	Christine Gualtieri Ashley Chmiel Casey Smith
Building Commissioner	Mark Bertonassi
Chief Assessor	Joanne Foley
Computer Services	Jami Bent
Council on Aging Director	Janice Conole
Director of Public Works	Brian Gilbert
Emergency Management	Richard Montuori
Town Accountant	Al Rego
Fire Chief	Joseph Kearns
Health Director	Shannon Sullivan
Library Director	Diane Giarrusso
Planner/Conservation Agent	Stefania Gallo
Police Chief	Ryan Columbus
Superintendent of Schools	Christopher Malone
Town Clerk	Denise Graffeo
Town Counsel	Kevin Feeley
Town Historian	William Wyatt
Town Manager	Richard Montuori
Assistant Town Manager/ Director of Community Development	Steven Sadwick
Treasurer/Collector	Kelly Odams
Assistant Treasurer/Collector	Denise Salemme
Veterans Agent	Lisa Downey

BOARDS - COMMITTEES - COMMISSIONS

Board of Assessors

Barbara A. Flanagan
Joanne P. Foley, Chief Assessor
Susan E. Moore

Board of Registrars

Amanda Carroll
David J. Chou
Denise Graffeo, Town Clerk
Ruth Teague

Community Preservation Committee

Thomas Churchill
Jeremiah J. Delaney, Jr.
John W. Deputat
Patrick Holland
Jay J. Kelly, Selectman
Richard Montuori
Christopher L. Mullins

Conservation Commission

Patrick Holland
James C. McMullen (resigned)
Daniel S. Ronan
Dennis Sheehan
Evan Nicholas Walsh

Council on Aging

Joanne Aldrich
Donna M. Bell
Arthur P. Costa
Sandra L. Creamer
Joel Deputat
Virginia Desmond
Mark Kratman
Marilyn A. Murphy
Tracy Skahan
Ruth Joan Unger
Kathleen M. Walsh
Arlene Wright

Economic Development Committee

Jennifer Balch-Kenney
Danielle E. Corsino
Arthur P. Costa
Arthur V. Ford
Stephen G. Johnson, Jr.
Mark Kratman (resigned)
Patricia A. Lelos

Economic Development Committee (Cont.)

Julio R. Morais
James F. Mackey III
Timothy R. Swett

Elementary School Building Committee

Jonathan T. Ciampa
Thomas L. Cooke
James A. Cutelis
Shannon M. Demos
Jay S. Harding
David A. Libby
Christopher Malone
Richard Montuori
Eric M. Ryder
Jacqueline Simione
John Stadtman
Anne Marie Stronach
Lori C. Sustek
Brenda Theriault-Regan

Finance Committee

David Aznavoorian
Susan Bishop
Jason A. Christian
Thomas L. Cooke
Robert A. Kocsmiersky
Richard Levasseur
Richard Russo, Jr.

General Bylaw Committee

Jason A. Christian
Denise Graffeo
Todd R. Johnson
Alexandra Lowder
Richard R. Montuori
Dustin T. Weir
Jayne E. Wellman

Green Committee

Vincent Bomal
Thomas L. Cooke
David Lochiatto
Jon Marchand
Anna McGinty

Historic Commission

Thomas Churchill
M. Eileen McDonagh
Michael C. McLaughlin
Nancy L. Reed
Patricia Stratis
Linda Voutour
William Wyatt

Local Historic District Study Committee

Thomas Churchill
Jacob Little
Nancy L. Reed
Linda Voutour
William Wyatt

Local Housing Partnership

Laura Caplan (resigned)
Vincent Fratalia (resigned)
Melissa Maniscalco
James C. McMullen (resigned)
Greg Peters
Nancy L. Reed (resigned)
Anne Marie Stronach

Lowell Regional Transit Association Representative

Jayne E. Wellman

Mass. Cultural Council - (Arts Lottery Council)

Shana J. Abbot
Patricia J. Astuti
Mary Buonanno
Diane M. Casazza
Angela R.M. Crane (resigned)
David A. Crisci
Michelle Haley
Lynne M. Litton
Sarah C. Manchester
Collin R. McNaught
Terry L. Musgrave
Hannah M. Oliver
Crystal L. Panagiotopoulos
Christian D. Panasuk
Tracy Skahan
Patricia Stratis
Lisa M. Wilson

NMCOG

Jayne E. Wellman

Open Space & Recreation Plan Committee

Jennifer Balch-Kenney
Tom Branchaud
John Buckley
Ted Buczynski
Peter Chase
Eva M. Durkin
Paige F. Impink
Christopher L Mullins
Bruce F. Shick
Karyn A. Sliva

Public Events and Celebrations Committee

Julie Bonavita
Dennis M. Gray
Maira J. Gray
Lynne M. Litton
Alexandra Lowder
Renee A. Reyer
Kara J. Sennott
Anne Marie Stronach
Maria H. Zaroulis

Taxation Aid Committee

Joanne P. Foley
Jay J. Kelly
Kelly L. Odams
Bruce F. Schick

Tewksbury Beautification Committee

Jennifer Balch-Kenney
Karen E. Cintolo
Paige Ferry Impink
Kathy M. MacInnis
Denise Morandi
Connor J. Pennell
Daniel S. Ronan
Maria S. Schram
Corey M. Sherbino
Tracy Skahan
Jayne E. Wellman
Maria H. Zaroulis

Trust Fund Commission

Kelly L. Odams

Tewksbury Diversity, Equity, And Inclusion Advisory Committee (TDEIAC)

Karen Baker O'Brien
Georgia L. Bey-Allen
Mason J. Dunn
Mirlyne Eloi
Sean Fadi Gannem
Erin Kelley
Richard Montuori
Maisan Nguyen
Kimberly O'Keef
Nicholas G. Parsons
Margaret (Peg) Ricardo
Jayne E. Wellman

Tewksbury North and Trahan School Reuse Committee

Kayla M. Biagioni-Smith
Ken Duffett
Robert A. Fowler
Bridget Garabedian
Lorna M. Garey
Jay J. Kelly
Kristin Smith
Keith Sullivan

Tewksbury School Athletic Fields Committee

Brian Aylward
Brian H. Dick
Ronald J. Drouin, Jr.
Keith Mangan
Nicholas G. Parsons
Kristen M. Polimeno
Eric M. Ryder
John Stadtman
Jay Kelly

Zoning Board of Appeals

Robert Dugan
Joseph David Cary – Associate Member
Michael J. Farnum – Associate Member
Raymond Lisiecki – Associate Member
Nancy Rego
Daniel J. Teixeira

Zoning Bylaw Committee

Mark C. Bertonassi
Richard E. Cuoco
Robert A. Fowler
Edward Johnson (retired)
Todd R. Johnson
Stephen G. Johnson, Jr.
Mark Kratman
James F. Mackey, III
Erin Wortman

FEDERAL AND STATE GOVERNMENT

PRESIDENT

Joseph Biden (D)
The White House
Washington, DC 20500
Public Opinion "Hot-Line" (202) 456-1111

U.S. SENATOR

Elizabeth Warren (D)
Boston Address:
2400 JFK Federal Bldg.
15 New Sudbury Street
Boston, MA 02203
(617) 565-3170

Washington Address:
317 Hart Senate Office Bldg.
Washington, DC 20510
(202) 224-4543

U.S. SENATOR

Edward J. Markey (D)
Boston Address:
975 JFK Federal Building
15 New Sudbury Street
Boston, MA 02203
(617) 565-8519

Washington Address:
255 Dirksen Senate Office Building
Washington, DC 20510
(202) 224-2742

U.S. REPRESENTATIVE

Seth W. Moulton (D)
6th Congressional District
Washington Address:
1127 Longworth House Office Building
Washington, DC 20515
(202) 225-8020

SECRETARY OF STATE

William Francis Galvin
McCormack Building
One Ashburton Place
Room 1611
Boston, MA 02108
(617) 727-7030

GOVERNOR

Charles D. Baker (R)
Massachusetts State House
Office of the Governor, Room 280
Boston, MA 02133
Phone: (617) 725-4005
Fax: (617) 727-9725

STATE SENATOR

Barry R. Finegold (D)
Second Essex & Middlesex District
Massachusetts State House
Room 507
Boston, MA 02133
(617) 722-1612

ATTORNEY GENERAL

Maura Healey
One Ashburton Place
Boston, MA 02108
(617) 727-2200

DISTRICT ATTORNEY

Marian T. Ryan
15 Commonwealth Ave
Woburn, MA 01801
(781) 897-8300

STATE REPRESENTATIVES

David Allen Robertson
Nineteenth Middlesex District
Precincts: 1-1A-2-2A-4-4A
Massachusetts State House
Room 473F
Boston, MA 02133
(617) 722-2210

Tram T. Nguyen
Eighteenth Essex District
Precincts 3-3A
Massachusetts State House
Room 33
Boston, MA 02133
(617) 722-2060

ANNUAL TOWN ELECTION

OFFICIAL RESULTS

April 10, 2021

	1	1A	2	2A	3	3A	4	4A	TOTAL
Registered voters	2758	2939	2711	2594	3300	3272	3118	2839	23531
Voters	198	280	243	182	246	306	250	306	2011
Percentage	7.2%	9.5%	9.0%	7.0%	7.5%	9.4%	8.0%	10.8%	8.5%

BOARD OF SELECTMEN

MARK S. KRATMAN	92	136	88	63	107	145	112	144	887
GEORGE FERDINAND	46	48	57	38	48	65	51	66	419
TODD R. JOHNSON	103	164	117	104	132	162	132	166	1080
JAMES F. MACKEY, III	93	130	137	95	112	148	125	155	995
<i>Total number of write-ins</i>	2	2	4	3	2	5	1	1	20
Times Blank Voted	60	80	83	61	91	87	79	80	621
Total Ballots	198	280	243	182	246	306	250	306	2011

SCHOOL COMMITTEE

JAMES A. CUTELIS	82	109	94	80	97	114	105	113	794
BRIDGET LYN GARABEDIAN	139	174	149	122	147	212	137	203	1283
NICHOLAS GARY PARSONS	71	124	108	60	114	123	101	148	849
DEBORAH WALL	64	88	73	66	87	101	97	90	666
<i>Total number of write-ins</i>	1	1	3	0	2	1	0	4	12
Times Blank Voted	39	64	59	36	45	61	60	54	418
Total Ballots	198	280	243	182	246	306	250	306	2011

PLANNING BOARD

STEPHEN G. JOHNSON, JR.	130	177	162	126	161	216	182	207	1361
<i>Total number of write-ins</i>	4	5	5	2	5	4	2	3	30
Times Blank Voted	64	98	76	54	80	86	66	96	620
Total Ballots	198	280	243	182	246	306	250	306	2011

BOARD OF HEALTH

RAYMOND M. BARRY	130	174	161	126	172	219	186	199	1367
ROBERT G. SCARANO	119	167	145	118	154	203	174	183	1263
<i>Total number of write-ins</i>	2	4	1	4	0	2	1	4	18
Times Blank Voted	145	215	179	116	166	188	139	226	1374
Total Ballots	198	280	243	182	246	306	250	306	2011

BOARD OF LIBRARY TRUSTEES WRITE IN RESULTS

CHRISTOPHER P. CASTIGLIONE	11	10	7	5	3	7	7	7	57
JEFFREY P. DUFOUR	2	8	6	2	12	7	6	6	49
BONNIE M. PAGE	19	14	7	4	13	12	14	4	87
All Others	5	17	22	19	19	24	12	32	150
<i>Total number of write-ins</i>	37	49	42	30	47	50	39	49	343
Times Blank Voted	359	511	444	334	445	562	461	563	3679
Total Ballots	198	280	243	182	246	306	250	306	2011

HOUSING AUTHORITY

MARC A. DIFRUSCIA	128	181	154	122	167	214	180	209	1355
<i>Total number of write-ins</i>	1	3	3	2	0	3	0	2	14
Times Blank Voted	69	96	86	58	79	89	70	95	642
Total Ballots	198	280	243	182	246	306	250	306	2011

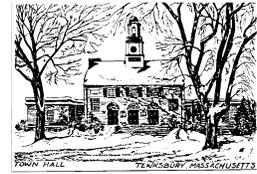
SHAWSHOEN REGIONAL TECHNICAL HIGH SCHOOL COMMITTEE

CHERYL M. BARTOLONE	142	195	170	131	177	237	190	216	1458
<i>Total number of write-ins</i>	0	1	0	0	1	1	1	2	6
Times Blank Voted	56	84	73	51	68	68	59	88	547
Total Ballots	198	280	243	182	246	306	250	306	2011



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

dgraffeo@tewbury-ma.gov

Tewksbury Memorial High School
320 Pleasant Street
2021 Annual Town Meeting
May 3 & 5, 2021

Town Clerk, Denise Graffeo called to order the May 3, 2021 Annual Town Meeting at 7:30 PM given that a quorum of voters was present and a properly served and returned warrant was in possession. Due to Moderator Todd Johnson's election to the Board of Selectmen, the Moderator position became vacant. The first order of business was the election of a Temporary Moderator. Todd Johnson, member of the Board of Selectmen, nominated Scott Wilson as Temporary Moderator for the May 3, 2021 Annual Town Meeting and the May 5, 2021 Special Town Meeting. This nomination was seconded by Board of Selectmen Vice Chair Jayne Wellman and confirmed by a vote of the Assembly. Scott Wilson was sworn in as Temporary Moderator by Ms. Graffeo.

Moderator Wilson made the following introductory comments:

The hour of 7:30 PM having arrived, and a quorum of voters being present, it is my distinct pleasure to call to order the 2021 Town of Tewksbury Annual Town Meeting. My name is Scott Wilson and I am honored that the voters in this room tonight elected me to serve as your Town Moderator. These are still unusual times due to the pandemic, but we will do our best to make this Town Meeting a familiar experience, although with some extra precautions. Let me outline a few of those now:

- *Voters are strongly advised to either wear a mask or facial covering at Town Meeting. A limited supply of masks is available in the check-in area for anybody that needs one.*
- *Hand sanitizer has been placed at the entrance and exit of the building.*
- *All areas have been suited for a one-way traffic flow to avoid face-to-face encounters and maintain a six-foot separation of voters and staff.*
- *Directional and spatial arrows have been taped to the floor or walls as well as on certain seating areas to indicate six foot intervals.*
- *Microphones will be sanitized after each speaker.*
- *Efforts will be made to reduce crowding as the meeting adjourns and we will direct staggered exit times by row using multiple exits points.*
- *Trash/recycling bins will be placed at exits to dispose of used PPE, handouts, etc.*
- *Socialization in the parking lot post-meeting is discouraged.*

Take note of the exits at the front and the back of the gym. Restrooms are located in the rear. Let the record show that a properly served and returned warrant is in possession.

On Monday, May 3, 2021, there were 146 voters and 14 visitors in attendance.

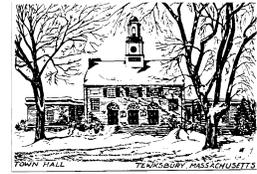
The Moderator led the Assembly in The Pledge of Allegiance

Moderator Wilson held a moment of silence to remember all those affected by the Coronavirus, especially those throughout our country and here locally who have succumbed to the virus, and also to honor the memory of all citizens of Tewksbury and former town employees who passed away during the past year.



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewksbury-ma.gov

Vice Chair of the Board of Selectmen, Jayne Wellman made the following announcements:

Good evening Ladies and Gentlemen and please allow me to add my voice in welcoming each of you to Annual Town meeting.

Town Meeting is the purest form of democracy, with a government of the people, by the people, and for the people. The power of your elected officials, my fellow residents, is derived solely from the consent of the governed. Tonight, my fellow citizens, is about you – your voice, your questions, and your vote. The agenda for our business is set before us in the warrant and we look forward to an open, productive meeting.

Before we begin, I would like to recognize the passing of Senior Town Counsel, Charles Zaroulis, who served the Town of Tewksbury for 53 years, from 1968 to 2021. He was a fixture at every town meeting and served as a tremendous resource for Town Managers, Town Moderators, Town Clerks, and the body of the Town Meeting. His knowledge of municipal law and of this Town has never been and never will be matched. He served Tewksbury with the highest level of honesty, dedication, professionalism and dignity. He was a caring and giving man and he will be greatly missed by all of us.

Finally, by way of announcements, please join me and your neighbors in the Town Clean-up day on Saturday, May 8th, sponsored by the Beautification Committee. Please note that electronics recycling and document shredding will be offered on Saturday at the DPW. More information will be available on the town website.

Moderator Wilson's Introductory Comments (cont.):

Once again Ladies and Gentlemen, welcome to your Annual Town Meeting. I ask now that everyone take a moment to silence your phones.

As we begin our meeting, I want to take a moment to talk about our ground rules. Town Meeting is the legislative body for our community, where we work together to debate the merits of the articles within the warrant before you. Please take a moment to refer to the Glossary of Terms at the back of your warrant. Because Tewksbury has an Open Town Meeting, each registered voter is eligible to vote on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town as presented in the warrant. Visitors may attend the meeting and sit only in the reserved-for-visitors section. Members of the media may sit in the visitors' section or at the press table.

This meeting is being recorded. As we move through the articles, presenters on the articles will be allowed to speak first on the article before I open the floor to debate. A voter desiring to speak should approach the microphone before me, await recognition by me, and identify oneself by name and street address for the record. I ask members of all boards to do the same.

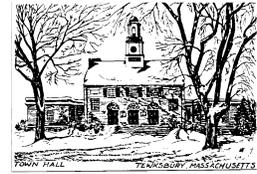
Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear tapping, it is your signal to wrap up your remarks.

Speakers may disagree with any official, with any other voter, volunteer, or any board. However, we have a strong tradition in Tewksbury of maintaining a respectful dialogue during Town Meeting. I will do everything I can to ensure that each speaker is shown respect and that your questions are answered. I ask that all town meeting attendees kindly do the same. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting in egregious cases. I hope I don't have to enforce that



Town of Tewksbury

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1009 MAIN ST
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OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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dgraffeo@tewbury-ma.gov

rule. Let's work together to address the issues before this body fairly and efficiently, and perhaps learn some things about our town and fellow residents in the process.

I will accept a motion to move the question, however, I reserve the right to make sure we at least have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. In Tewksbury, we have a tradition of not requiring a second to any motion as we presume that the moderator seconds all motions. If you are amending an article, we will take action and vote on the amendment first. Amendments must be presented to the Town Clerk, in writing. If the amendment passes it will then become part of the Main Motion and we will discuss it. If the amendment does not pass, then we go back to the Main Motion as it written in the warrant.

We will be discussing the budget tonight. The Board of Selectmen, School Committee, Finance Committee, the Town Manager and his finance team, and the many department heads deserve a significant amount of credit for the work that went into this budget and to have the numbers here before us tonight.

Residents were previously mailed a warrant. When you came in tonight you were offered the warrant with the articles we will be discussing tonight, a handout with the Finance Committee recommendations, and a supplemental handout from the Town Manager with detailed explanations for a number of articles and funds. Scriveners' errors, if any, are also noted in that document.

Please be sure your voter ribbon is showing so that counters can see it when we take standing counts. Counters – please go to your sections. Ladies and gentlemen – please take note of the counter for your section. When we do a standing count it is important that no one be standing in the gym and there will be no entering or exiting the gym while the vote is in process unless there is an emergency. It is critical that you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.

Sitting up here to my left and right are the various boards of the Town with elected and appointed members such as Selectmen, Town Counsel, Planning Board, Board of Health, Department Heads, Finance Committee, School Committee, Library Trustees, Shawsheen Tech School Committee, and Housing Authority.

I also want to speak about guests. By a show of hands, do we have anyone in the gymnasium who is not a registered voter here in Tewksbury? I ask that you please sit in the assigned visitor's section.

Non-voters are not allowed to address the meeting without prior consent. Typically, we hear from non-voters who are employees, volunteers, or advisors to the Town. If there are any other non-voters with us tonight, they may only speak upon further motion and consent of the Meeting.

In accordance with town bylaw, tonight we will address the first two sections of the warrant. After Article 29, we will address Section 3, pertaining to zoning articles. We will review the zoning articles by section in event to keep the conversation focused to the subject at hand.

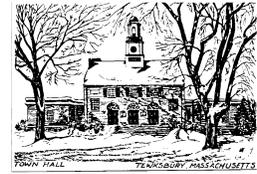
The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:45 PM 5/3/21

Mr. Kocsmiersky motioned to admit non-resident appointed members of any town or regional committee or task force, non-voting employees of the Town of Tewksbury including Tewksbury Public Schools, and Town Counsel including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, Superintendent of Schools Chris Malone, School Business Manager David Libby, DPW Superintendent Brian Gilbert, Town Engineer Kevin Hardiman, Town



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Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions and this motion was Adopted. 7:46 PM 5/3/21

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the Monday session of the 2021 Annual Town Meeting to Wednesday May 5, 2021 at 7:30 PM and this motion was Adopted. 9:03 PM 5/3/21

Moderator Wilson re-opened the 2021 Annual Town Meeting on Wednesday, May 5, 2021 at 7:30 PM

On Wednesday, May 5, 2021 there were 154 voters and 11 visitors in attendance.

Moderator Wilson made the following introductory comments relative to Articles 34 & 35:

The next article pertains to the Zoning Bylaw. The article before town meeting tonight is the culmination of over 5 years of work. This work has included the creation by the Board of Selectmen of a Zoning Bylaw Committee, comprised of representatives of several elected boards and citizen representatives who worked closely with town officials and zoning experts to create the final product that is before us tonight.

The Zoning Bylaw is an extremely complex and interdependent bylaw. Many of its sections are dictated by federal and state guidelines and statues, as well as federal and state legal decisions/precedents. For these reasons, although town meeting members are free to offer amendments to this article, I encourage town meeting members to refrain from doing so.

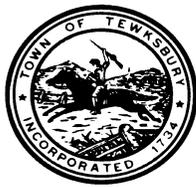
In the event that a town meeting member does put forward an amendment for consideration I will evaluate each as falling into one of two categories after discussion and consultation with any or all of the following: the Board of Selectmen, Planning Board, Town Manager, Asst. Town Manager, Town Counsel and Town Planner.

1. *The proposed amendment and its intent and consequences can be clearly determined and there do not appear to be any unknown or potentially unexpected consequences that will affect other sections of the bylaw or result in running afoul of federal/state guidelines or statutes and/or federal/state legal decisions/precedents.*
2. *The proposed amendment and its intent and consequences cannot be clearly determined and/or it cannot be clearly determined whether there may be potential unexpected consequences that will affect other sections of the bylaw or result in running afoul of federal/state guidelines or statutes and/or federal/state legal decisions/precedents.*

It will be the moderator's intent that if the proposed amendment is deemed to fall into the first category that it will be deemed proper and be allowed to be put forward and debated. It will be the moderator's intent that if the proposed amendment is deemed to fall into the second category that the moderator will err on the side of determining that the proposed amendment is not proper and will not be allowed to be put forward and debated. Ultimately, if you support an amendment that is deemed to be improper your remedy will be to vote against the Bylaw.

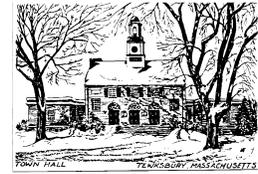
Since this article has been available to the public for months in its draft form and a duly noticed public hearing was conducted on April 12, 2021, I will ask any and all members that present an amendment if it was previously discussed with Town officials or during the April 12, 2021 public hearing.

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2021 Annual Town Meeting Sine Die, and this motion was Adopted. 9:41 PM 5/5/21



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APPROPRIATION CERTIFICATE – ANNUAL TOWN MEETING – MAY 3 & 5, 2021

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant, on May 3, 2021.

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM OTHER AVAILABLE FUNDS	CPA APPROP.	CPA RESERVE	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	BORROW	MEMO
4	GENERAL FUND BUDGET	122,849,872.00							
5	PATROLMEN LABOR AGREEMENT	106,571.00							
6	SUPERIOR OFFICERS LABOR AGREEMENT	67,751.00							
7	FIREFIGHTERS LABOR AGREEMENT	159,269.00							
8	AFSCME LABOR AGREEMENT	60,278.00			40,390.00				
9	SEWER ENTERPRISE FUND				6,797,181.00				
10	WATER ENTERPRISE FUND				7,466,378.00				
11	STORMWATER ENTERPRISE FUND				1,177,410.00				
12	CABLE TV ENTERPRISE FUND				543,398.00				
13	TOWN ONE TIME ITEMS		1,387,668.00						STABILIZATION
14	BACKHOE						72,500.00		
15	DPW CAPITAL EQUIP & IMPROVEMENTS					1,957,500.00			
16	WATER LINE INSTALLATION & IMPROVEMENTS							1,500,000.00	
17	REDUCE TOWN EXEMPT DEBT		49,636.76						BOND PREMIUMS
18	SENIOR/VET TAX WORK-OFF		25,000.00						OVERLAY SURPLUS
20	COMMUNITY PRESERVATION FUND		59,851.00	239,404.00					
29	PRRB WAGE INCREASE & POSITION UPGRADES	103,473.00			7,778.00				
		123,347,214.00	1,462,304.76	59,851.00	239,404.00	16,032,535.00	1,957,500.00	72,500.00	1,500,000.00

Raise & Appropriate 123,347,214.00

Transfers 1,462,304.76

CPA Appropriation 59,851.00

CPA Reserve 239,404.00

Enterprise Funds 16,032,535.00

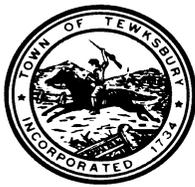
Total Water Enterprise Retained 1,957,500.00

Total Sewer Enterprise Retained 72,500.00

Borrow 1,500,000.00

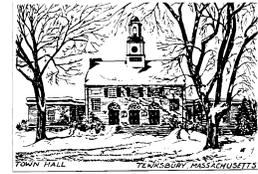
ATTEST:

DENISE GRAFFEO, TOWN CLERK



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SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, Two (2) members of the Board of Selectmen for three years; Two (2) members of the School Committee for three years; One (1) member of the Planning Board for five years; Two (2) members of the Board of Health for three years; Two (2) members of the Board of Library Trustees for three years; One (1) member of the Housing Authority for five years; and One (1) member of the Shawsheen Regional Technical High School Committee for three years

Accomplished at the April 10, 2021 Annual Town Election

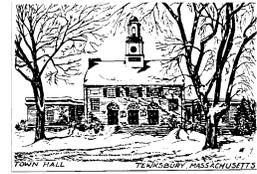
SECTION 2

Article 2	Elected Official Salaries	Elected Official Salaries
Article 3	Consent Calendar	Consent Calendar
Article 4	Budget Related	Fiscal Year 2022 Budget
Article 5	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman's Association (NEPBA)
Article 6	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers
Article 7	Budget Related	Funding for Collective Bargaining Agreement between the Town and the International Association of Firefighters (AFL-CIO, Tewksbury Firefighters Local 1647)
Article 8	Budget Related	Funding for Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME)
Article 9	Budget Related	Sewer Enterprise Budget
Article 10	Budget Related	Water Enterprise Budget
Article 11	Budget Related	Stormwater Enterprise Budget
Article 12	Budget Related	Cable TV Enterprise Budget
Article 13	Budget Related	Transfer \$1,387,668 from Stabilization Fund for Town Capital Equipment and Projects
Article 14	Budget Related	Transfer \$72,500 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
Article 15	Budget Related	Transfer \$1,957,500 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects and Vehicles
Article 16	Budget Related	Authorize the borrowing of \$1,500,000 within the Water Enterprise Fund for Water System Improvements/Projects
Article 17	Budget Related	Transfer \$49,636.76 to reduce Town Exempt Debt Principal



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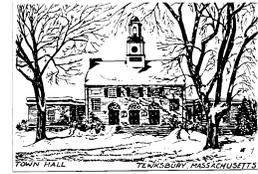
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Article 18	Budget Related	Transfer \$25,000 from Overlay Surplus to fund the Senior and Veterans' Tax Relief Work Program
Article 19	Budget Related	Fiscal Year 2022 Affordable Housing Trust Fund Allocation Plan
Article 20	Budget Related	To Appropriate or Reserve from the Tewksbury Community Preservation Fund Annual Revenues
Article 21	Budget Related	Reauthorize Solid Waste, Recycling and Household Hazardous Waste Revolving Fund
Article 22	Budget Related	Energy Efficiency of Town & School Buildings, Equipment and Infrastructure
Article 23	Budget Related	Authorize Revolving Fund for E-Billboards
Article 24	Budget Related	Easement Acquisition
Article 25	Land Sale	Transfer certain parcels of land to the Tewksbury Conservation Commission
Article 26	Land Sale	Authorize the Board of Selectmen to sell all or a portion of certain parcels of land
Article 27	Modify Exemptions	Increase Exemptions for eligible Seniors
Article 28	Citizens Petition	Term of Office Planning Board Members
Article 29	Personnel Bylaw/ Budget Related	Amend Personnel Bylaw which governs Non-union Employees



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SECTION 2

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2022.

	<u>FY21</u> <u>Budgeted</u>	<u>FY22</u> <u>Requested</u>
<u>BOARD OF HEALTH</u>		
Chairman	405	405
Members (4)	315	315
<u>MODERATOR</u>		
	450	450
<u>PLANNING BOARD</u>		
Chairman	1080	1080
Members (4)	765	765
<u>SCHOOL COMMITTEE</u>		
Chairman	2700	2700
Members (4)	2250	2250
<u>SELECTMEN</u>		
Chairman	5400	5400
Members (4)	4500	4500

Town Manager

Motion: The Finance Committee motioned to Adopt
Vincent Fratalia, Joseph Gill and Elizabeth Carey recommended a study of elected officials salaries

Vote: Article 2 was Adopted Unanimously 7:55 PM 5/3/21

Executive Summary: The purpose of the article is to fix the salaries of certain elected Town officials.

ARTICLE 3

The Moderator will call out the number of the Articles, one by one. If a voter objects to any particular Article being included in the Consent Calendar, he/she should say the word "HOLD" when the number is called. The Article is then removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner. After calling of the individual items in the Consent Calendar, the Moderator shall ask that the voters pass all the remaining items as a unit.

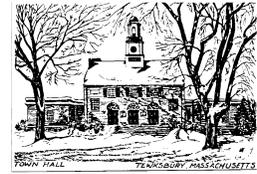
- ARTICLE 3-30 Accept the Annual Report
- ARTICLE 3-31 Lease/Purchase Agreements
- ARTICLE 3-32 Authorize Chapter 90 Funds
- ARTICLE 3-33 Reauthorize Revolving Funds

Article 3-32 was Held. All other Consent Calendar Articles (3-30, 3-31, & 3-33) passed as a unit.



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ARTICLE 3-30

To hear and act upon reports of the various Town Officers; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-30 was Adopted Unanimously 7:58 PM 5/3/21

Executive Summary: The purpose of the article is to accept the report of various Town Officers; which are in the 2020 Town Report located on the Town's Website (<https://www.tewbury-ma.gov/board-of-selectmen/pages/annual-town-reports>) .

ARTICLE 3-31

To see if the Town will vote to authorize the Town Manager to enter into Lease/Purchase Agreements up to five (5) years to purchase equipment for Town Departments. Said contracts shall be subject to annual appropriations; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-31 was Adopted Unanimously 7:58 PM 5/3/21

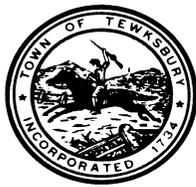
Executive Summary: This article is acted on annually and allows the Town Manager to lease/purchase equipment for various Town Departments subject to an annual appropriation.

ARTICLE 3-32

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

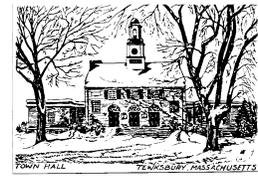
Town Manager

Article 3-32 was removed from the Consent Calendar and restored to its original numbered place in the warrant, to be acted upon, debated and voted in the usual manner.



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ARTICLE 3-33

To see if the Town will vote to authorize the expenditure caps under the provisions of Chapter 44 Section 53E½ of the Massachusetts General Laws; or take any action relative thereto.

TOWN OF TEWKSBURY FY2022 REVOLVING FUNDS EXPENDITURE CAPS

NAME	DEPARTMENT	PURPOSE	AUTHORIZATION	EXPENDITURE
Council on Aging	Council on Aging	Trips and Activities	Director, COA	\$250,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Board of Health	Board of Health	Vaccines and Public Health Programs	Health Director	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, Including Pavement Markings	Dept. of Public Works Director	\$10,000
GIS	Community Development	Operate a Geographical Information System	Assistant Town Manager	\$75,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000
Solid Waste, Recycling and Household Hazardous Waste	Town Manager	Solid Waste, Recycling and Household Hazardous Waste Operations and Programs	Town Manager	\$200,000
Hydrant Markers	Town Manager	Reimbursement of Damaged Markers and Donations to Install Markers	Town Manager	\$20,000
Energy Efficiency of Town & School Buildings, Equipment and Infrastructure	Town Manager	Rebates, Grants and Donations Generated from Energy Efficiency Projects (Commonwealth, Public Utilities and Others)	Town Manager	\$500,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-33 was Adopted Unanimously

7:58 PM

5/3/21

Executive Summary: This article authorizes the Fiscal Year 2022 expenditure caps on the Town's self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is in addition to the article which establishes the Revolving Funds through a General Bylaw in accordance with recent changes to Massachusetts General Laws Chapter 44 Section 53E½ by the Act to Modernize Municipal Finance and Government.



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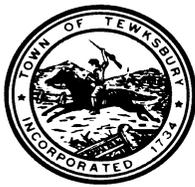
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ARTICLE 4

To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees, commissions and officers for the fiscal year which begins July 1, 2021; or take any action relative thereto

General Fund Budget Classification	FY2020 EXPENDED	FY2021 BUDGETED	FY2022 DEPT REQ	FY2022 TMREC	BUDGET INC/DEC
General Government					
Moderator					
Salaries	450	450	450	450	-
Operating	-	75	75	75	-
Capital Outlay	-	-	-	-	-
Total Moderator Budget	450	525	525	525	-
Selectmen					
Salaries	27,415	28,553	28,553	28,553	0
Operating	150,009	137,238	142,615	142,615	5,377
Capital Outlay	-	-	-	-	-
Total Selectmen Budget	177,424	165,791	171,168	171,168	5,377
Town Manager					
Salaries	460,794	472,946	479,401	483,358	10,412
Water Enterprise Fund Allocation	(9,668)	(9,886)	(9,886)	(9,886)	-
Sewer Enterprise Fund Allocation	(9,668)	(9,886)	(9,886)	(9,886)	-
Total Salaries Net of Allocations	441,458	453,174	459,629	463,586	10,412
Operating	110,485	101,270	78,170	78,170	(23,100)
Capital Outlay	-	-	-	-	-
Total Town Manager Budget	571,278	574,216	557,571	561,528	(12,688)
Total Town Manager Budget Net Allocations	551,942	554,444	537,799	541,756	(12,688)
Finance Committee					
Salaries	708	2,515	2,515	2,515	-
Operating	345	679	679	679	-
Capital Outlay	-	-	-	-	-
Reserve Fund	-	75,000	75,000	75,000	-
Total Finance Committee Budget	1,053	78,194	78,194	78,194	-
Town Counsel					
Operating	126,521	150,000	150,000	150,000	-
Total Operating	126,521	150,000	150,000	150,000	-
Administrative Services					
Salaries	88,546	8,662	113,959	113,959	15,297
Water Enterprise Fund Allocation	(1,252)	(1,294)	(1,523)	(1,523)	(229)
Sewer Enterprise Fund Allocation	(1,252)	(1,294)	(1,523)	(1,523)	(229)
Total Salaries Net of Allocations	86,042	96,074	110,913	110,913	14,839
Operating	29,736	55,984	25,744	25,744	(30,240)
Water Enterprise Fund Allocation	(389)	(389)	(386)	(386)	3
Sewer Enterprise Fund Allocation	(389)	(389)	(386)	(386)	3
Total Operating Net of Allocations	28,958	55,206	24,972	24,972	(30,234)
Capital Outlay	-	-	-	-	-
Total Administrative Services Budget	118,282	154,646	139,703	139,703	(14,943)
Total Administrative Services Budget Net Allocations	115,000	151,280	135,885	135,885	(15,395)



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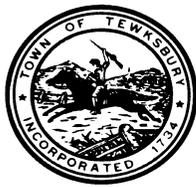
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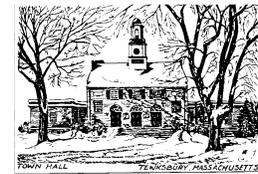
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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
Town Clerk					
Salaries	252,025	261,398	272,626	272,626	11,228
Operating	22,368	22,261	20,661	20,661	(1,600)
Capital Outlay	-	-	-	-	-
Total Town Clerk Budget	274,393	283,659	293,287	293,287	9,628
Election					
Salaries	19,018	87,950	31,500	31,500	(56,450)
Operating	8,890	20,400	13,700	13,700	(6,700)
Capital Outlay	-	-	-	-	-
Total Election Budget	27,908	108,350	45,200	45,200	(63,150)
Board of Registrars					
Salaries	2,720	2,850	2,850	2,850	-
Operating	580	700	700	700	-
Capital Outlay	-	-	-	-	-
Total Board of Registrars Budget	3,300	3,550	3,550	3,550	-
Computer Services					
Salaries	122,855	123,678	124,877	124,877	1,199
Water Enterprise Fund Allocation	(1,466)	(1,810)	(1,828)	(1,828)	(18)
Sewer Enterprise Fund Allocation	(1,466)	(1,810)	(1,828)	(1,828)	(18)
<i>Total Salaries Net of Allocations</i>	119,923	120,058	121,221	121,221	1,163
Operating	106,587	108,066	146,366	146,366	38,300
Capital Outlay	1,252	-	-	-	-
Total Computer Services Budget	230,695	231,744	271,243	271,243	39,499
Total Computer Services Budget Net Allocations	227,763	228,124	267,587	267,587	39,463
Total General Government	1,531,303	1,750,674	1,710,440	1,714,397	(36,277)
Total General Government Net Allocations	1,505,753	1,723,916	1,683,194	1,687,151	(36,765)
Finance Department					
Accounting					
Salaries	218,026	219,916	230,334	231,063	11,147
Water Enterprise Fund Allocation	(5,159)	(5,498)	(5,667)	(5,667)	(169)
Sewer Enterprise Fund Allocation	(5,159)	(5,498)	(5,667)	(5,667)	(169)
<i>Total Salaries Net of Allocations</i>	207,708	208,920	219,000	219,729	10,809
Operating	171,710	176,325	181,075	181,075	4,750
Water Enterprise Fund Allocation	(4,266)	(4,382)	(4,382)	(4,382)	-
Sewer Enterprise Fund Allocation	(4,266)	(4,382)	(4,382)	(4,382)	-
<i>Total Operating Net of Allocations</i>	163,178	167,561	172,311	172,311	4,750
Capital Outlay	-	-	-	-	-
Total Accounting Budget	389,736	396,241	411,409	412,138	15,897
Total Accounting Budget Net Allocations	370,886	376,481	391,311	392,040	15,559
Assessor					
Salaries	236,917	269,315	281,609	281,609	12,294
Operating	39,497	55,500	69,777	69,777	14,277
Capital Outlay	-	-	-	-	-
Total Assessor Budget	276,414	324,815	351,386	351,386	26,571
Treasurer/Collector					
Salaries	388,263	390,763	375,953	375,953	(14,810)
Water Enterprise Fund Allocation	(27,398)	(25,244)	(24,622)	(24,622)	622



Town of Tewksbury

TOWN HALL
1009 MAIN ST
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OFFICE OF TOWN CLERK

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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
Sewer Enterprise Fund Allocation	(27,398)	(25,244)	(24,622)	(24,622)	622
<i>Total Salaries Net of Allocations</i>	333,467	340,275	326,709	326,709	(13,566)
<i>Operating</i>	76,289	82,240	82,240	82,240	0
Water Enterprise Fund Allocation	(8,212)	(8,224)	(8,224)	(8,224)	-
Sewer Enterprise Fund Allocation	(8,212)	(8,224)	(8,224)	(8,224)	-
<i>Total Operating Net of Allocations</i>	59,865	65,792	65,792	65,792	0
<i>Capital Outlay</i>	-	-	-	-	-
Total Treasurer/Collector Budget	464,552	473,003	458,193	458,193	(14,809)
Total Treasurer/Collector Budget Net Allocations	393,332	406,067	392,501	392,501	(13,565)
Total Finance Department	1,130,702	1,194,059	1,220,988	1,221,717	27,659
Total Finance Department Net Allocations	1,040,632	1,107,363	1,135,198	1,135,927	28,565
Veteran's Services					
<i>Salaries</i>	97,000	103,955	107,809	107,809	3,854
<i>Operating</i>	289,997	387,450	388,600	388,600	1,150
<i>Capital Outlay</i>	-	-	-	-	-
Total Veteran's Budget	386,997	491,405	496,409	496,409	5,004
Community Events					
<i>Operating</i>	31,407	38,100	38,100	38,100	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Events Budget	31,407	38,100	38,100	38,100	-
Total Community Services	418,404	529,505	534,509	534,509	5,004
Council on Aging					
<i>Salaries</i>	270,677	291,852	260,570	260,138	(31,714)
<i>Operating</i>	146,342	146,833	152,561	152,561	5,728
<i>Capital Outlay</i>	-	-	-	-	-
Total Council on Aging Budget	417,019	438,685	413,131	412,699	(25,986)
Facilities					
Town Facilities and Grounds					
<i>Salaries</i>	295,029	308,455	293,443	293,443	(15,012)
<i>Operating</i>	193,320	204,466	212,828	212,828	8,362
<i>Capital Outlay</i>	47,574	50,000	35,000	35,000	(15,000)
Total Town Facilities and Grounds Budget	535,924	562,921	541,271	541,271	(21,650)
Town Hall					
<i>Salaries</i>	54,136	56,530	56,530	56,530	(0)
<i>Operating</i>	249,379	188,334	188,334	188,334	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Hall Budget	303,515	244,864	244,864	244,864	(0)
Total Facilities	839,438	807,785	786,135	786,135	(21,650)
Library					
<i>Salaries</i>	913,783	1,032,979	1,039,569	1,039,569	6,590
<i>Operating</i>	366,502	392,092	388,067	388,067	(4,025)
<i>Capital Outlay</i>	-	-	-	-	-
Total Library Budget	1,280,286	1,425,071	1,427,636	1,427,636	2,565
Planning and Development					
Planning (Community Development)					
<i>Salaries</i>	193,046	205,518	207,994	207,994	2,476
<i>Operating</i>	30,329	27,707	27,692	27,692	(15)



Town of Tewksbury

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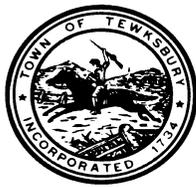
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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
<i>Capital Outlay</i>	17,121	-	-	-	-
Total Community Development Budget	240,496	233,225	235,686	235,686	2,461
Building Department					
<i>Salaries</i>	323,535	351,351	353,423	353,423	2,072
<i>Operating</i>	9,936	12,354	13,854	13,854	1,500
<i>Capital Outlay</i>	-	-	-	-	-
Total Building Department Budget	333,471	363,705	367,277	367,277	3,572
Board of Health					
<i>Salaries</i>	261,209	278,259	259,459	259,459	(18,800)
<i>Operating</i>	21,427	18,000	18,013	18,013	13
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Health Budget	282,636	296,259	277,472	277,472	(18,787)
Total Planning and Development	856,603	893,189	880,435	880,435	(12,754)
Public Safety					
Police					
<i>Salaries</i>	6,796,478	6,673,389	6,661,696	6,654,987	(18,401)
<i>Operating</i>	776,617	771,293	764,403	764,403	(6,890)
<i>Capital Outlay</i>	302,758	445,384	292,357	292,357	(153,027)
Total Police Budget	7,875,853	7,890,066	7,718,456	7,711,747	(178,318)
Fire					
<i>Salaries</i>	5,314,781	5,431,490	5,401,435	5,401,435	(30,055)
<i>Operating</i>	458,147	388,653	445,457	445,457	56,804
<i>Capital Outlay</i>	52,000	-	-	-	-
Total Fire Budget	5,824,928	5,820,143	5,846,892	5,846,892	26,749
Emergency Management					
<i>Salaries</i>	-	4,637	-	-	(4,637)
<i>Operating</i>	42,166	2,175	-	-	(2,175)
<i>Capital Outlay</i>	-	-	-	-	-
Total Emergency Mgt. Budget	42,166	6,812	-	-	(6,812)
Parking Clerk					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	495	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Parking Clerk Budget	4,495	5,200	5,200	5,200	-
Total Public Safety Budget	13,747,442	13,722,221	13,570,549	13,563,840	(158,381)
School Departments					
Tewksbury					
<i>Salaries</i>	32,796,166	35,245,995	36,272,549	36,272,549	1,026,554
<i>Operating</i>	16,445,152	14,537,730	14,816,386	14,816,386	278,656
<i>Capital Outlay</i>	1,254,120	850,000	850,000	850,000	-
Total School Operating Budget	50,495,438	50,633,725	51,938,935	51,938,935	1,305,210
<i>Offsets</i>	-	-	-	-	-
Net School Operating Budget	50,495,438	50,633,725	51,938,935	51,938,935	1,305,210
Fixed Costs					
<i>Health</i>	7,821,344	8,173,438	8,074,076	8,074,076	(99,362)
<i>Retirement</i>	1,480,098	1,533,339	1,619,695	1,619,695	86,356
<i>Medicare</i>	478,240	517,385	538,080	538,080	20,695



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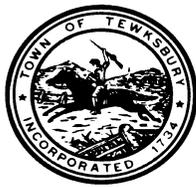
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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
Unemployment	3,515	150,000	150,000	150,000	-
Insurance	239,792	254,179	297,070	297,070	42,891
Principal	-	-	-	-	-
Long Term Interest	-	-	-	-	-
Short Term Interest	-	-	-	-	-
Total Fixed Costs	10,022,989	10,628,341	10,678,921	10,678,921	50,580
Town Tewksbury School Budget	60,518,427	61,262,066	62,617,856	62,617,856	1,355,790
Exempt School Debt Principal	4,697,375	4,692,965	4,419,155	4,419,155	(273,810)
Exempt School Exempt Interest	2,899,667	2,791,992	2,622,533	2,622,533	(169,459)
Shawsheen Regional Vocational School	6,593,936	6,924,597	6,843,037	6,843,037	(81,560)
Essex North Shore Agricultural and Tech. School District	107,581	128,982	142,731	142,731	13,749
Total School Departments	74,816,986	75,800,602	76,645,312	76,645,312	844,710
Department of Public Works					
DPW Administration					
Salaries	399,423	411,593	409,464	409,464	(2,129)
Water Enterprise Fund Allocation	(64,796)	(66,578)	(66,128)	(66,128)	450
Sewer Enterprise Fund Allocation	(64,796)	(66,578)	(66,128)	(66,128)	450
<i>Total Salaries Net of Allocations</i>	269,831	278,437	277,208	277,208	(1,229)
Operating	150,873	145,125	144,445	144,445	(680)
Water Enterprise Fund Allocation	(36,931)	(36,281)	(36,111)	(36,111)	170
Sewer Enterprise Fund Allocation	(36,931)	(36,281)	(36,111)	(36,111)	170
<i>Total Operating Net of Allocations</i>	77,011	72,563	72,223	72,223	(340)
Capital Outlay	17,797	-	-	-	-
Total DPW Administration Budget	568,093	556,718	553,909	553,909	(2,809)
Total DPW Administration Budget Net Allocations	364,639	351,000	349,431	349,431	(1,569)
DPW Engineering					
Salaries	477,418	504,078	513,845	513,845	9,767
Water Enterprise Fund Allocation	(166,973)	(164,074)	(166,892)	(166,892)	(2,818)
Sewer Enterprise Fund Allocation	(157,406)	(161,357)	(164,778)	(164,778)	(3,421)
<i>Total Salaries Net of Allocations</i>	153,039	178,646	182,175	182,175	3,529
Operating	40,529	36,927	39,941	39,941	3,014
Water Enterprise Fund Allocation	(15,508)	(15,509)	(16,775)	(16,775)	(1,266)
Sewer Enterprise Fund Allocation	(12,554)	(12,555)	(13,580)	(13,580)	(1,025)
<i>Total Operating Net of Allocations</i>	12,467	8,863	9,586	9,586	723
Capital Outlay	-	-	-	-	-
Total DPW Engineering Budget	517,947	541,005	553,786	553,786	12,781
Total DPW Engineering Budget Net Allocations	165,506	187,509	191,761	191,761	4,252
DPW Highway					
Salaries	842,106	886,411	905,503	905,503	19,092
Operating	653,776	351,080	349,910	349,910	(1,170)
Capital Outlay	-	-	-	-	-
Total DPW Highway Budget	1,495,882	1,237,491	1,255,413	1,255,413	17,922
DPW Forestry					
Salaries	-	-	-	-	-
Operating	120,569	86,255	113,255	113,255	27,000
Capital Outlay	-	-	-	-	-
Total DPW Forestry Budget	120,569	86,255	113,255	113,255	27,000



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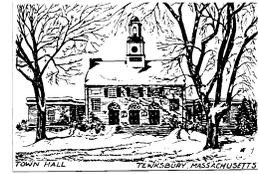
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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
DPW Fleet Maintenance					
<i>Salaries</i>	303,164	317,015	314,512	314,512	-
Water Enterprise Fund Allocation	(50,503)	(52,121)	(51,496)	(51,496)	-
Sewer Enterprise Fund Allocation	(50,503)	(52,121)	(51,496)	(51,496)	-
<i>Total Salaries Net of Allocations</i>	202,158	212,773	211,520	211,520	-
<i>Operating</i>	536,078	513,395	517,495	517,495	4,100
Water Enterprise Fund Allocation	(52,624)	(53,479)	(55,299)	(55,299)	(1,820)
Sewer Enterprise Fund Allocation	(52,624)	(53,479)	(55,299)	(55,299)	(1,820)
<i>Total Operating Net of Allocations</i>	430,830	406,437	406,897	406,897	460
<i>Capital Outlay</i>	19,955	24,000	-	-	(24,000)
Total DPW Fleet Maint, Budget	859,197	854,410	832,007	832,007	(19,900)
Total DPW Fleet Maint, Budget Net Allocations	652,943	643,210	618,417	618,417	(21,720)
DPW Snow and Ice					
<i>Salaries</i>	165,864	95,000	95,000	95,000	-
<i>Operating</i>	469,126	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Snow and Ice Budget	634,989	256,000	256,000	256,000	-
Street Lighting					
<i>Operating</i>	187,054	231,542	473,233	473,233	241,691
Total Street Lighting Budget	187,054	231,542	473,233	473,233	241,691
Solid Waste					
<i>Operating</i>	2,479,605	2,539,013	2,723,792	2,723,792	184,779
Total Solid Waste Budget	2,479,605	2,539,013	2,723,792	2,723,792	184,779
Total DPW Budget	6,863,335	6,302,433	6,761,395	6,761,395	461,465
Total DPW Budget Net Allocations	6,101,186	5,532,020	5,981,302	5,981,302	452,355
Unclassified					
Non-Exempt Principal Maturing Debt	244,415	215,000	1,068,599	1,068,599	853,599
Non Exempt Interest-Maturing Debt	111,520	102,131	93,732	93,732	(8,399)
Interest-Temporary Loans	10,649	-	-	-	-
Exempt Principal Maturing Debt	3,760,630	3,635,280	3,677,490	3,677,490	42,210
Exempt Interest-Maturing Debt	1,641,512	1,478,924	1,323,344	1,323,344	(155,580)
<i>Middlesex Retirement Assmt.</i>	7,065,138	7,264,629	7,557,697	7,557,697	293,068
Water Enterprise Fund Allocation	(435,658)	(453,004)	(433,124)	(433,124)	19,880
Sewer Enterprise Fund Allocation	(64,048)	(69,209)	(80,323)	(80,323)	(11,114)
Cable Enterprise Fund Allocation	-	(11,940)	(12,550)	(12,550)	(610)
<i>Total Retirement</i>	6,565,432	6,730,476	7,031,700	7,031,700	301,224
Occupational Injury Reserve	125,000	125,000	125,000	125,000	-
Unemployment Compensation	7,296	10,000	10,000	10,000	-
<i>Group Insurance</i>	4,762,085	4,995,385	5,082,320	5,082,320	86,935
Water Enterprise Fund Allocation	(352,093)	(330,668)	(358,286)	(358,286)	(27,618)
Sewer Enterprise Fund Allocation	(131,469)	(138,669)	(132,241)	(132,241)	6,428
Cable Enterprise Fund Allocation	(15,443)	(15,443)	(15,443)	(15,443)	-
<i>Total Group Insurance</i>	4,263,080	4,510,605	4,576,350	4,576,350	65,745
<i>Medicare Tax</i>	298,051	284,498	295,878	295,878	11,380
Water Enterprise Fund Allocation	(20,252)	(19,764)	(21,990)	(21,990)	(2,226)
Sewer Enterprise Fund Allocation	(5,925)	(6,009)	(6,126)	(6,126)	(117)
Cable Enterprise Fund Allocation	(2,069)	(2,382)	(2,521)	(2,521)	(139)



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General Fund Budget Classification	FY2020	FY2021	FY2022	FY2022	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TMREC	INC/DEC
Total Medicare Tax	269,805	256,343	265,241	265,241	8,898
Other-Post Employment Benefits	650,000	650,000	650,000	650,000	
Property and Liability Insurance	410,698	500,540	598,902	598,902	98,362
Water Enterprise Fund Allocation	(66,757)	(70,762)	(90,939)	(90,939)	(20,177)
Sewer Enterprise Fund Allocation	(12,991)	(13,770)	(25,301)	(25,301)	(11,531)
Total Property and Liability	330,950	416,008	482,662	482,662	66,654
North Middlesex Regional Emergency Communications Center	-	490,809	490,809	490,809	-
Total Unclassified Budget	19,086,994	19,752,196	20,973,770	20,973,770	1,221,574
Total Unclassified Budget Net Allocations	17,980,289	18,620,576	19,794,926	19,794,926	1,174,350
Total Budget Before Transfers, Allocations and Offsets	120,988,513	122,616,420	124,924,300	124,921,845	2,305,425
Total Budget Before Transfers Net Allocations/Offsets	119,004,039	120,600,933	122,852,327	122,849,872	2,248,939
Transfers					
To the Sewer Enterprise Fund	14,749	-	-	-	-
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds		-	-	-	-
Total Transfers	14,749	-	-	-	-
ATM General Fund Budget	119,018,788	120,600,933	122,852,327	122,849,872	2,248,939

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$122,849,872 for the purpose of the Article

Vote: Article 4 was Adopted Unanimously

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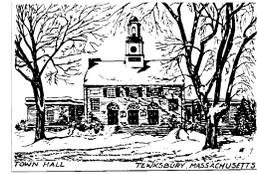
5/3/21

Executive Summary: The purpose of the article is to fund various department budgets for Fiscal Year 2022



Town of Tewksbury

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ARTICLE 5

To see if the Town will vote to raise and appropriate the sum of \$106,571 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) beginning July 1, 2021; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$106,571 for the purpose of the Article

Vote: Article 5 was Adopted Unanimously 8:03 PM 5/3/21

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) and implement the labor agreement and distribute funds in Fiscal Year 2022.

ARTICLE 6

To see if the Town will vote to raise and appropriate the sum of \$67,751 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers beginning July 1, 2021; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$67,751 for the purpose of the Article

Vote: Article 6 was Adopted Unanimously 8:03 PM 5/3/21

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Police Department Superior Officers and implement the labor agreement and distribute funds in Fiscal Year 2022.

ARTICLE 7

To see if the Town will vote to raise and appropriate the sum of \$159,269 needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2021; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$159,269 for the purpose of the Article

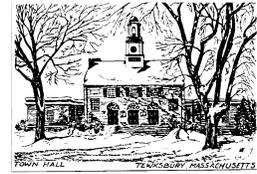
Vote: Article 7 was Adopted Unanimously 8:04 PM 5/3/21

Executive Summary: The intent of this article is to appropriate funds for a new labor agreement with the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 and implement the labor agreement and distribute funds in Fiscal Year 2022.



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
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ARTICLE 8

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2021; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to Article 8

The Finance Committee motioned to Adopt Article 8 as Amended; Raise and Appropriate \$100,668 for the purpose of the Article

Vote:	The Amendment was Adopted Unanimously	8:06 PM	5/3/21
	Article 8 was Adopted as Amended Unanimously	8:07 PM	5/3/21

AMENDMENT TO ARTICLE 8: (Deleted language shown with strikethrough and added in bold) To see if the Town will vote to appropriate the sum of ~~money~~ **\$100,668 of which \$60,278 will be raised from the tax levy, \$7,565 raised from sewer rates, and \$32,825 raised from water rates,** ~~needed in order~~ to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2021; or take any other action relative thereto.

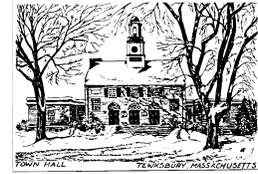
ARTICLE 8 AS AMENDED: To see if the Town will vote to appropriate the sum of \$100,668 of which \$60,278 will be raised from the tax levy, \$7,565 raised from sewer rates, and \$32,825 raised from water rates, in order to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2021; or take any other action relative thereto.

Executive Summary: The intent of this article is to appropriate or transfer funds for a new labor agreement with Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) and implement the labor agreement and distribute funds in Fiscal Year 2022.



Town of Tewksbury

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ARTICLE 9

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$6,797,181 to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

TOWN OF TEWKSBURY SEWER ENTERPRISE FUND FISCAL YEAR 2022 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY20 Expended</u>	<u>FY21 Approved</u>	<u>FY22 Recommended</u>	<u>Inc(Dec)</u>
Salaries	372,273	388,866	415,165	26,299
Expenses	358,695	401,752	419,708	17,956
Capital Outlay	-	-	-	-
Lowell Sewer	1,012,411	1,350,000	1,453,000	103,000
Reserve Fund	-	60,000	60,000	-
Occupational Health	10,000	10,000	10,000	-
Other Post Employment Benefits	38,785	38,785	38,785	-
Debt	3,860,931	3,707,774	3,712,623	4,849
Subtotal	5,653,095	5,957,177	6,109,280	152,103
				-
<u>Indirect Expenses</u>				
Subtotal	647,057	666,755	687,901	21,146
<u>Capital Expenditures</u>	-	-	-	-
Total Appropriation	6,300,152	6,623,932	6,797,181	173,249
				-
<u>Projected Sewer Revenue</u>	<u>FY20 Collected</u>	<u>FY21 Projected</u>	<u>FY22 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,337,166	5,448,209	5,527,583	79,374
All Sewer Liens/Interest/Fees	283,059	250,000	250,000	-
Connection Fees	44,300	125,227	108,409	(16,818)
All Other	23,596	25,000	25,000	-
Retained Earnings	1,026,790	795,439	900,000	104,561
Transfer From General Fund	14,749	-	-	-
Total Revenue	7,729,660	6,643,875	6,810,992	167,117
				-
Operating Deficit/Surplus	1,429,509	19,942	13,810	(6,132)

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$6,797,181 for the purpose of the Article

Vote: Article 9 was Adopted

8:13 PM

5/3/21

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2022.



Town of Tewksbury

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ARTICLE 10

To see if the Town will vote to raise and appropriate a sum of \$7,466,378 to be expended by the Town Manager to operate the Water Enterprise Fund; or take any action relative thereto.

**TOWN OF TEWKSBURY
WATER ENTERPRISE FUND
FISCAL YEAR 2022 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY20 Expended</u>	<u>FY21 Approved</u>	<u>FY22 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,427,456	1,660,863	1,714,144	53,280
Expenses	1,636,641	1,581,039	1,512,958	(68,081)
Capital Outlay	12,249	-	-	-
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	163,947	163,947	163,947	-
Debt	2,491,254	2,576,995	2,676,771	99,776
Subtotal	5,731,546	6,027,844	6,112,820	84,976
<u>Indirect Expenses</u>				
Subtotal	1,319,905	1,318,967	1,353,558	34,591
<u>Capital Expenditures</u>				
Subtotal	-	-	-	-
Total Appropriation	7,051,451	7,346,811	7,466,378	119,567
<u>Projected Water Revenue</u>	<u>FY20 Collected</u>	<u>FY21 Projected</u>	<u>FY22 Projected</u>	<u>Inc(Dec)</u>
User Fees	7,260,355	6,938,139	6,951,769	13,630
Water Liens	375,545	400,000	400,000	-
All Other Fees	151,527	100,000	150,000	50,000
Total Revenue	7,787,427	7,438,139	7,501,769	63,630
<i>Operating Deficit/Surplus</i>	<i>735,976</i>	<i>91,328</i>	<i>35,391</i>	<i>(55,936)</i>

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$7,466,378 for the purpose of the Article

Vote: Article 10 was Adopted

8:14 PM

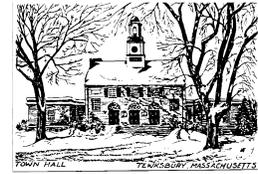
5/3/21

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2022.



Town of Tewksbury

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ARTICLE 11

To see if the Town will vote to raise and appropriate a sum of \$1,177,410 to be expended by the Town Manager to operate the Stormwater Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY STORMWATER ENTERPRISE FUND FISCAL YEAR 2021 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY20 Expended</u>	<u>FY21 Approved</u>	<u>FY22 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-	-
Expenses	-	637,940	637,410	(530)
Capital Outlay	-	-	-	-
Reserve Fund	-	25,000	25,000	-
Subtotal	-	662,940	662,410	(530)
Indirect Expenses				
Subtotal	-	-	-	-
Capital Expenditures	-	500,000	515,000	15,000
Total Appropriation	-	1,162,940	1,177,410	14,470
Projected Stormwater Revenue				
<u>FY19 Collected</u>	<u>FY20 Projected</u>	<u>FY21 Projected</u>	<u>Inc(Dec)</u>	
User Fees	-	1,190,700	1,190,700	-
Total Revenue	-	1,190,700	1,190,700	-
Operating Deficit/Surplus	-	27,760	13,290	(14,470)

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$1,177,410 for the purpose of the Article

Vote: Article 11 was Adopted Unanimously

8:17 PM

5/3/21

Executive Summary: The purpose of this article is to fund the Stormwater Enterprise Fund for Fiscal Year 2022.



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ARTICLE 12

To see if the Town will vote to raise and appropriate a sum of \$543,398 to be expended by the Town Manager to operate the Cable TV Enterprise Fund; or take any action relative thereto.

TOWN OF TEWKSBURY CABLE TV ENTERPRISE FUND FISCAL YEAR 2022 PROPOSED BUDGET

<u>Direct Expenses</u>	<u>FY20 Expended</u>	<u>FY21 Approved</u>	<u>FY22 Recommended</u>	<u>Inc(Dec)</u>
Salaries	148,960	169,616	177,234	7,618
Expenses	48,489	85,800	102,550	16,750
Capital Outlay	90,000	54,151	-	(54,151)
Reserve Fund	-	50,000	50,000	-
Occupational Health		3,000	3,000	-
Other Post Employment Benefits		6,200	6,200	-
Debt	-	-	-	-
Subtotal	287,449	368,767	338,984	(29,783)
<u>Indirect Expenses</u>				
Subtotal	17,512	29,765	30,214	449
<u>Capital Expenses</u>	-	-	174,200	174,200
Total Appropriation	304,961	398,532	543,398	144,866
<u>Projected Cable TV Revenue</u>	<u>FY20 Collected</u>	<u>FY21 Projected</u>	<u>FY22 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	635,783	600,000	600,000	
All Other Fees	-	-	-	-
Total Revenue	635,783	600,000	600,000	-
Operating Deficit/Surplus	330,822	201,468	56,602	(144,866)

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$543,398 for the purpose of the Article

Vote: Article 12 was Adopted

8:18 PM

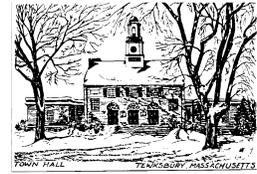
5/3/21

Executive Summary: The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2022.



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ARTICLE 13

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$1,387,668 to be expended by the Town Manager for the following purposes; or take any action relative thereto.

DPW	
Replace F-550 w/plow package	100,000
6 Wheel Dump w/plow package	220,000
6-8 Yard sander (slide-in)	20,000
Loader	100,000
Sidewalks	250,000
Total DPW	690,000
Fire	
Rescue Truck	190,000
New Ambulance and equipment	250,000
Total Fire	440,000
Facilities and Grounds	
Police Department Upgrades	257,668
Total Facilities and Grounds	257,668
Total	1,387,668

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$1,387,668 from the Stabilization Fund for the purpose of the Article

Vote: Article 13 was Adopted 121 Yes/3 No (2/3 required = 83) 8:26 PM 5/3/21

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for Capital Equipment and Improvements and one-time expenditures.

ARTICLE 14

To see if the Town will vote to transfer the sum of \$72,500 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Backhoe	72,500
Total	72,500

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer the sum of \$72,500 from Sewer Enterprise Retained Earnings for the purpose of the Article

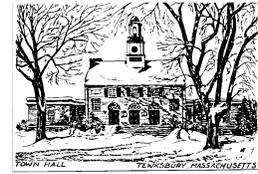
Vote: Article 14 was Adopted 8:26 PM 5/3/21

Executive Summary: This article allows the Town to utilize funds from Sewer Retained Earnings for Capital Equipment and Improvements.



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ARTICLE 15

To see if the Town will vote to transfer the sum of \$1,957,500 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Loader	100,000
Backhoe	72,500
Hydrant Replacement/Install	125,000
Water Distribution Upgrades	1,600,000
Clean and Inspect all water Tanks (4)	60,000
Total	1,957,500

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$1,957,500 from Water Retained Earnings for the purpose of the Article

Vote: Article 15 was Adopted

8:27 PM

5/3/21

Executive Summary: This article allows the Town to utilize funds from Water Retained Earnings for Capital Equipment and Improvements.

ARTICLE 16

To see if the Town will vote to appropriate the sum of \$1,500,000 to be expended by the Town Manager for the cost of installing and replacing waterlines in the Town, and including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, and, if by borrowing, the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Motion: That the Town hereby appropriates the sum of \$1,500,000, for the cost of installing and replacing waterlines in the Town, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Town Manager

Motion: The Finance Committee motioned to Adopt; Appropriate \$1,500,000 for the purpose of the Article

Vote: Article 16 was Adopted Unanimously (2/3 required)

8:29 PM

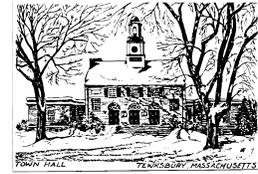
5/3/21

Executive Summary: This article authorizes the Town to borrow funds for the cost to install and replace waterlines in the Town.



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ARTICLE 17

To see if the Town will vote to transfer from Bond Premiums the sum of \$49,636.76 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$49,636.76 from Bond Premiums for the purpose of the Article

Vote: Article 17 was Adopted Unanimously 8:29 PM 5/3/21

Executive Summary: This article transfers funds available from Bond Premiums to reduce the amount of Exempt Debt Service Principal.

ARTICLE 18

To see if the Town will vote to transfer the sum of \$25,000 to be expended by the Town Manager from Overlay Surplus to fund a Senior Tax Relief Work Program and a Veterans Tax Relief Work Program; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$25,000 from the Overlay Surplus for the purpose of the Article

Vote: Article 18 was Adopted Unanimously 8:30 PM 5/3/21

Executive Summary: This article allows the Town to utilize funds considered surplus from Assessors Overlay Reserve to fund a Senior Tax Relief Work Program/Veterans Tax Relief Work Program that allows eligible Senior Citizens/Veterans of the Town to work for Town and School offices and receive a reduction in their property tax bill.

ARTICLE 19

To see if the Town will vote to approve the FY 2022 Affordable Housing Trust Fund Allocation Plan as follows:

ALLOCATION PLAN	for FY 2022
Starting Balance:	\$5,146,617
Total Available Funds FY22	\$5,146,617
Expenses	
Creation of New Units/ Buy down of Existing Units	\$5,146,617
Total Projected Expenses for FY22	\$5,146,617

Town Manager

Motion: The Finance Committee motioned to Adopt

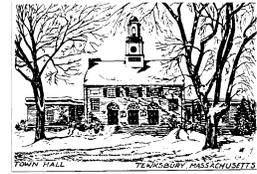
Vote: Article 19 was Adopted Unanimously 8:30 PM 5/3/21

Executive Summary: According to Chapter 105 of the Acts of 2003, the Tewksbury Affordable Housing Trust Fund is to have an allocation submitted to and approved at the Annual Town Meeting. The FY2022 allocation plan meets the expenditure requirements of the Special Act.



Town of Tewksbury

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ARTICLE 20

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2022, with each item to be considered a separate appropriation:

Appropriations:

Administrative Costs \$ 59,851

Reserves:

Open Space \$ 119,702

Community Housing \$ 119,702

Historic Preservation -----

FY2022 Budgeted Reserve \$ 897,762

Or take any other action related thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 20 was Adopted Unanimously 8:34 PM 5/3/21

Executive Summary: Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or reserve for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing. FY2022 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment. The total CPA Estimated FY22 revenue is \$ \$1,197,017.

ARTICLE 21

To see if the Town will vote to amend the Town's General Bylaw Chapter 3.14 Section 3.14.050 Table of Authorized Revolving Funds by amending an existing revolving fund for the Solid Waste, Recycling and Household Hazardous Waste to include revenues from a Payment In-Lieu of Taxes from the Solar Facility located at Sutton Brook Landfill, which may be used toward the annual assessment of operation and maintenance for the post closure of the landfill and the total amount which may be expended from the fund in any given fiscal year shall be limited to \$250,000; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

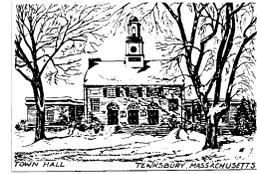
Vote: Article 21 was Adopted Unanimously 8:34 PM 5/3/21

Executive Summary: This article authorizes the Town to amend an existing self-sufficient fund to account for Solid Waste, Recycling and Household Hazardous Waste to allow Payment In-Lieu of Taxes from the Solar Facility located at Sutton Brook Landfill be added as revenue to this account and be used for the annual assessment of operation and maintenance for the post closure of the landfill.



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ARTICLE 22

To see if the Town will vote to amend the Town's General Bylaw Chapter 3.14 Section 3.14.050 Table of Authorized Revolving Funds by amending an existing revolving fund for the Energy Efficiency of Town & School Buildings, Equipment and Infrastructure to include revenues from Town and School electric vehicle charging stations; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 22 was Adopted Unanimously

8:35 PM

5/3/21

Executive Summary: This article authorizes the Town to amend an existing self-sufficient fund to account for Energy Efficiency of Town & School Buildings, Equipment and Infrastructure to include revenues from Town and School electric vehicle charging stations be added as revenue to this account.

ARTICLE 23

To see if the Town will vote to authorize pursuant to the provisions of Chapter 44 Section 53E ½ of the Massachusetts General Laws, a self-sufficient revolving fund to account for revenues and expenditures relating to E-Billboards. The fund shall be credited with all amounts received as fees from E-Billboards. Expenditures of the fund shall be authorized by the Town Manager or his/her designee for sidewalk maintenance, installation and reconstruction. The total amount which may be expended from the fund in any given fiscal year shall be limited to \$200,000 and further to amend the Town's General Bylaw Chapter 3.14 Section 3.14.050 Table of Authorized Revolving Funds to add such fund or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 23 was Adopted Unanimously

8:35 PM

5/3/21

Executive Summary: This article authorizes the Town to establish a self-sufficient revolving fund to account for the revenues and expenditures relating to E-Billboards.

ARTICLE 24

To see if the Town will vote to authorize the Board of Selectmen to grant or accept easements in conjunction with DPW projects from July 1, 2021 through June 30, 2022.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 24 was Adopted Unanimously (2/3 required)

8:38 PM

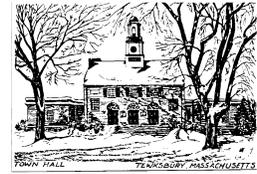
5/3/21

Executive Summary: This article allows the Board of Selectmen to accept or grant easements in conjunction with DPW projects to prevent such projects from being delayed.



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ARTICLE 25

To see if the Town will vote to transfer to the Tewksbury Conservation Commission, to be held under the care, custody and control of the Conservation Commission for conservation purposes, for the promotion and development of natural resources, and for the protection of the watershed resources of the Town of Tewksbury, under the provisions of M.G.L. c. 40 §8C, as it may hereafter be amended and of Article XCVII (97) of the Articles of the amendments to Massachusetts Constitution, the following parcels of land:

Address	Map & Block	Parcel Acreage	Current Status	Status/Use
Farwood Road	7-72	55.4	Unprotected Town Land	Passive Recreation
Drive/Adjacent	21-119	16.58	Unprotected Town Land	Passive Recreation
East Street	89-29	5.12	Unprotected Town Land	Passive Recreation
Royal Crest Circle	89-45	3.25	Unprotected Town Land	Passive Recreation

And, further, to authorize the Board of Selectmen to petition each branch of the General Court to enact such laws as required by said Article XCVII (97), or take any other action relative thereto.

Open Space and Recreation Plan Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 25 was Adopted Unanimously (2/3 required) 8:39 PM 5/3/21

Executive Summary: The purpose is to place the parcels under the control of the Conservation Commission to promote and protect in perpetuity watershed resources, open space, and wildlife habitat.

ARTICLE 26

To see if the Town will vote to authorize the sale of all or a portion of a certain parcel of land located on Map 104, Parcel 1 as shown on the current Assessor's Map for the purpose of up to 3 affordable housing units or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

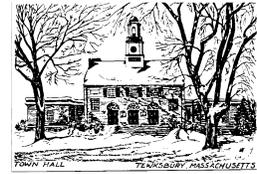
Vote: Article 26 was Adopted Unanimously (2/3 required) 8:39 PM 5/3/21

Executive Summary: This article would authorize the sale of a parcel of land to be used for building and selling affordable home(s) as recommended by the Tewksbury Local Housing Partnership. The parcel located on Carter Street, Map 104, Parcel 1 is approximately 2.5 acres and will be conveyed through a public procurement process.



Town of Tewksbury

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1009 MAIN ST
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ARTICLE 27

To see if the Town will vote to amend the real estate tax exemption granted under M.G.L. c. 59 §5, Clause 41C to taxpayers who are granted personal exemptions on their domiciles under M.G.L. c. 59 § 5, by modifying the exemption amount from \$500 to \$1000; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 27 was Adopted Unanimously 8:41 PM 5/3/21

Executive Summary: This article will increase the exemption for eligible Seniors under M.G.L. c. 59 § 5 from \$500 to \$1,000.

ARTICLE 28

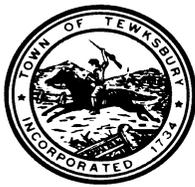
To see if the town will vote to change the term of elected Planning Board members from 5 years to 3 years, as provided for in M.G.L. Chapter 41 Section 81a, in alignment with all other elected boards in the town. Current members may fulfill their terms, and any member elected after adoption would serve a 3 year term. Any appointments to the board for a vacated seat would fulfill the term of the seat vacated.

Paige Impink

Motion: Paige Impink motioned to Withdraw Article 28

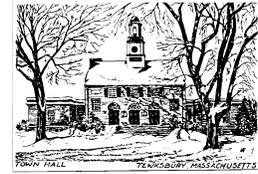
Vote: Article 28 was Withdrawn 8:43 PM 5/3/21

Executive Summary: Currently the term of an elected Planning Board member is 5 years. This change would make it a 3 year term, the same as all other elected boards in town; Board of Selectmen, Board of Health, School Committee, Shawsheen Regional Technical High School Committee, Board of Library Trustees and Town Moderator. Current members would fulfill their full terms.



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ARTICLE 29

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$111,251 of which \$103,473 will be raised from the tax levy, \$757 raised from sewer rates, \$3,491 raised from water rates and \$3,530 raised from Cable TV Enterprise Fund revenue, in order to approve a 2.25% salary increase effective July 1, 2021 for all positions listed the Town's Personnel Bylaw wage and compensation schedule and to approve up to a 2.25% salary increase effective July 1, 2022 for all positions listed within Town's Personnel Bylaw wage and compensation schedule and approve up to 2.25% for a salary increase effective July 1, 2023 for all positions listed within Town's Personnel Bylaw wage and compensation schedule; and further to add and upgrade the following positions within the Personnel Bylaw wage and compensation schedule

Addendum A											
GRADE	1	2	3	4	5	6	7	8	9	10	
From Grade 6	56,092	57,502	58,936	60,417	61,922	63,474	65,072	66,694	68,363	70,079	
Assistant Accountant											
To Grade 7	61,146	62,674	64,249	65,848	67,493	69,186	70,926	72,689	74,499	76,356	
Assistant Accountant											
Add to Grade 8	66,647	68,316	70,032	71,772	73,559	75,392	77,273	79,201	81,176	83,197	
Water Treatment Plant Chemist											
From Grade 10	79,177	81,152	83,174	85,243	87,382	89,568	91,801	94,105	96,456	98,878	
Chief Assessor											
Human Resources Director											
Library Director											
Technology Operations Manager											
Town Accountant											
Town Clerk											
Town Engineer											
Treasurer/Collector											
To Grade 11	86,300	88,463	90,673	92,930	95,257	97,632	100,077	102,568	105,131	107,764	
Chief Assessor											
Human Resources Director											
Library Director											
Technology Operations Manager											
Town Accountant											
Town Clerk											
Town Engineer											
Treasurer/Collector											
From Grade 13	102,521	105,084	107,717	110,420	113,171	115,992	118,884	121,846	124,902	128,028	
Assistant Town Manager											
Finance Director											
Director of Public Works											
To Grade 14	111,748	114,541	117,411	120,358	123,356	126,431	129,583	132,812	136,143	139,551	
Assistant Town Manager											
Finance Director											
Director of Public Works											
Addendum B											
GRADE	1	2	3	4	5	6	7	8	9	10	
From Grade 1	34,161	35,021	35,903	36,806	37,731	38,679	39,649	40,641	41,654	42,691	
Activities Coordinator											
Principal Clerk											
To Grade 2	37,247	38,172	39,120	40,090	41,081	42,118	43,176	44,255	45,335	46,481	
Activities Coordinator											
Principal Clerk											

or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate and transfer from available funds \$111,251 for the purpose of the Article

Vote: Article 29 was Adopted by Secret Ballot (97 Yes/23 No)

8:56 PM

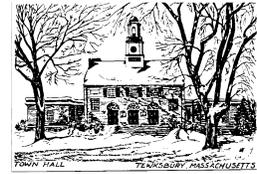
5/3/21

Executive Summary: The intent of this article is to approve the non-union employees covered by the Personnel Bylaw a salary increase for FY22 and additional increases in FY23 and FY24



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ARTICLE 3

ANY ARTICLES VOTED TO BE REMOVED FROM THE CONSENT CALENDAR SHALL BE RESTORED TO ITS ORIGINAL NUMBERED PLACE IN THE WARRANT.

- ARTICLE 3-30
- ARTICLE 3-31
- ARTICLE 3-32
- ARTICLE 3-33

ARTICLE 3-32

To see if the Town will vote: (1) to appropriate a sum of money to survey, design and undertake repairs to roads and bridges under the provisions of Chapter 90 of the Massachusetts General Laws, and to obtain any material and/or services incidental thereto; (2) to authorize the Board of Selectmen to acquire easements in conjunction therewith by purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Board of Selectmen to apply for, accept and expend any federal, state and/or private grants without further appropriation thereof; and (4) to determine whether said appropriation shall be raised by transfer from available funds or by borrowing; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote:	Article 3-32 was Held	7:57 PM	5/3/21
	Article 3-32 was Adopted Unanimously	9:01 PM	5/3/21

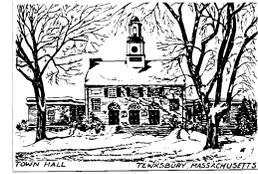
SECTION 3

Article 34	Zoning Bylaw	Entire By-Law Replacement
Article 35	Zoning Bylaw Map	Update Town Zoning Map



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ARTICLE 34

To see if the Town will vote to amend the Zoning Bylaw by replacing the current bylaw on file with the Town Clerk's Office dated January 2020 with the Zoning Bylaw and Appendix A as follows:

1. PURPOSE AND AUTHORITY

1.1 TITLE

This Bylaw shall be known and may be cited as the "Zoning Bylaw of the Town of Tewksbury, Massachusetts," (this Bylaw).

1.2 PURPOSES

This Bylaw is enacted in order to promote the general welfare of the Town of Tewksbury (Town); to protect the health and safety of its inhabitants; to support the most appropriate use of land throughout the Town: to further the goals of the Tewksbury Master Plan: and to preserve and increase the amenities of the Town, all as authorized but not limited by the provisions of the Massachusetts Zoning Act, G.L. c. 40A, as amended, and Section 2A of Chapter 808 of the Acts of 1975.

1.3 AUTHORITY

This Bylaw is enacted under the authority of Article 89 of the Amendments to the Constitution of the Commonwealth of Massachusetts (Commonwealth) and in accordance with G.L. c 40A, as amended.

1.4 APPLICABILITY

All buildings or structures erected, constructed, reconstructed, altered, enlarged, or modified, and the use of all premises in the Town, after the effective date of this Bylaw shall conform with the provisions of this Bylaw. No building, structure, or land shall be used for any purpose or in any manner other than as expressly permitted within the district in which it is located. Where this Bylaw imposes greater restrictions than those imposed by any other regulations, permits, restrictions, easements, covenants, or agreements, the provisions of this Bylaw shall control.

1.5 AMENDMENT

This Bylaw may from time to time be changed by amendment, addition, or repeal by the Town Meeting in the manner provided for in G.L. c. 40A, § 5.

1.6 SEVERABILITY

The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision.

2. DEFINITIONS

For the purpose of this Bylaw and unless the context of usage clearly indicates another meaning, the following terms shall have the following meanings:

- A. Words used in the present tense include the future.
- B. The singular includes the plural and the plural includes the singular.
- C. The word "and" includes "or" unless the contrary is evident from the text.



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- D. The word "includes" or "including" shall not limit a term to specified examples. It is intended to extend its meaning to all other instances, circumstances, or items of like character or kind.
- E. The words "used" or "occupied" include the words "designed," "arranged," "intended," or "offered," to be used or occupied; the words "building," "structure," "lot," "land," or "premises" shall be construed as though followed by the words "or any portion thereof"; and the words "shall" is always mandatory and not merely directory.
- F. Terms and words not defined in this Section 2 or elsewhere in this Bylaw but defined in the State Building Code shall have meanings given there unless a contrary intention clearly appears in this Bylaw. Words not defined in either place shall have the meaning given in the most recent edition of Webster's Unabridged Dictionary.

ABANDONMENT: The cessation of a use or structure accompanied by an intent to abandon and voluntary conduct whether affirmative or negative. Time is not a controlling factor of abandonment, although the lapse of time may be evidence of an intent to abandon, and where it is accompanied by acts of abandonment, it may be considered in determining whether there has been abandonment. Abandonment may arise from a single act or a series of acts.

ACCESSORY STRUCTURE: A structure located on the same lot with the main building, detached or attached, and customarily incidental and subordinate to the use of the main building.

ACCESSORY USE: A use that is customarily incidental and subordinate to the main building or use of land and located on the same lot and under the same ownership in all respects.

ACCESS DRIVEWAY: The travel lane that allows motor vehicles ingress from the street and egress from the site and includes the area between the sideline of the street to the lot where the access driveway is no longer within the minimum parking area setback required.

ADULT DAY CARE: A social day care or adult day health facility as those terms are defined by the Massachusetts Department of Elder Affairs.

ADULT USES. The following terms and definitions shall apply to Adult Uses.

ADULT USE ESTABLISHMENT: An establishment having a substantial or significant portion of its business activity, stock in trade, or other materials for sale, rental or display, which are distinguished or characterized by their emphasis on matter depicting, describing, or relating to sexual conduct as defined in G.L. c. 272, § 31, including but not limited to the following: any adult bookstore, adult cabaret, adult motion picture theater, adult paraphernalia store or adult video store as defined below:

ADULT BOOKSTORE: An establishment having as a substantial or significant portion of its stock in trade, books, magazines, and other matter which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

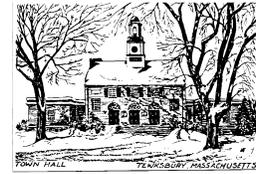
ADULT CABARET: A nightclub, bar, restaurant, tavern, dance hall, or similar commercial establishment which present: (a) persons who appear in a state of nudity as defined in G.L. c. 272, § 31; or (b) live performances which are characterized by an emphasis depicting anatomical areas specified as less than completely and opaquely covered human genitals, pubic region, buttock and female breast below a point immediately above the top of the areola, and human genitals in a state of sexual arousal, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31; or (c) films, motion pictures, video cassettes, slides, photographic reproductions, or any other visual media which are characterized by the depiction or description of anatomical areas specified as above, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT MOTION PICTURE THEATER: An enclosed building used for presenting material (including, but not limited to, motion picture films, video cassettes, cable television, slides, or any other such visual media)



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distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT PARAPHERNALIA STORE: An establishment having as a portion of its stock devices, objects, tools, or toys which are distinguished by their association with sexual activity, including sexual intercourse, sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

ADULT VIDEO STORE: An establishment having as a substantial or significant portion of its stock in trade, for sale or rent, motion picture films, video cassettes, and similar audio/visual media, which are distinguished or characterized by their emphasis depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

SUBSTANTIAL OR SIGNIFICANT PORTION: The terms "substantial or significant portion" shall mean any of the following: (a) 20% or more of the business inventory or stock of merchandise for sale, rental distribution, or exhibition during any period of time; or (b) 20% or more of the annual number of gross sales, rentals, or other business transactions; or (c) 20% or more of the annual gross business revenue; or (d) 20% or more of the hours during which the establishment is open.

SIGN, ADULT USE ADVERTISEMENT: An advertising sign or devise which advertises an adult use establishment, adult bookstore, adult video store, adult cabaret, adult paraphernalia store, or adult motion picture theater and/or advertises the trade, rental or sale of material, distinguished by an emphasis on matter depicting, describing, or relating to sexual conduct or sexual excitement as defined in G.L. c. 272, § 31.

AFFORDABLE HOUSING: A dwelling unit restricted for sale or rent to a low- or moderate-income household and eligible for listing in the Chapter 40B Subsidized Housing Inventory as determined by the Massachusetts Department of Housing and Community Development (DHCD).

AGRICULTURE, EXEMPT: Use of land for commercial agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture as defined under G.L. c. 128, § 1A and exempt from zoning under G.L. c. 40A, § 3.

AGRICULTURE, NONEXEMPT: Agricultural activities limited to cultivating and harvesting general crops, including the storage of necessary farm equipment and the raising of livestock, not exempt under G.L. c. 40A, § 3.

ALTERATION: As applied to a building or structure, alteration shall mean a change or rearrangement in the structural parts or in the existing facilities, or an enlargement whether by extending on a side or by increasing in height, or the moving from one location or position to another.

ARTIST LOFT or LIVE-WORK UNITS: See DWELLINGS.

ASSISTED LIVING RESIDENCE: See HOUSING FOR OLDER ADULTS.

BED AND BREAKFAST: See LODGING.

BUILDING. The following terms and definitions pertain to Buildings. (See also, STORY and STORY, HALF.)

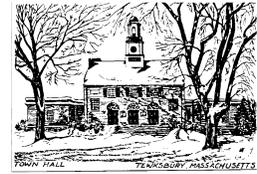
BUILDING: An independent structure having a roof supported by columns, or walls, resting on its own foundations, and designed for the shelter, housing, or enclosure of persons, animals, or property of any kind.

BUILDING COVERAGE: The percentage of the lot or plot area covered by the roof area of a building or buildings.



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BUILDING HEIGHT: The height of a building measured as the vertical distance from the grade plane to the highest point of the roof. Not included are spires, cupolas, antennae, or similar parts of structures which do not enclose potentially habitable floor space.

BUILDING, PRINCIPAL: A building in which is conducted the main or principal use of the lot on which the building is situated.

BUILDING COMMISSIONER: The administrative chief of the building department, meeting the minimum qualifications in G.L. c. 143, § 3 and certified in accordance with 780 CMR R7, with responsibility for administering and enforcing 780 CMR in the Town.

BUSINESS OR PROFESSIONAL OFFICE: A building or part thereof for the transaction of business or the provision of services exclusive of the receipt, sale, storage, or processing of merchandise, including, but not limited to, offices of banks and financial institutions, medical offices, medical clinics, and the like.

CAR WASH: Any building or premises or portions thereof charging a fee for washing automobiles, or offering such service accessory to a commercial operation.

CHILD CARE OR DAY CARE. The following terms and definitions pertain to day care facilities for children:

CHILD CARE CENTER: As defined in G.L. c. 15D, s. 1A and licensed by the Commonwealth.

FAMILY CHILD CARE HOME: A private residence, licensed by the Commonwealth to provide care for up to 6 children, which on a regular basis receives children under 7, or children under 16 with special needs, for temporary custody and care during part or all of the day, as defined in G.L. c. 15D, § 1A.

FAMILY CHILD CARE HOME, LARGE: A family child care home as defined in G.L. c. 15D, § 1A, licensed to provide care for up to 10 children.

CLEARING: The removal and/or cutting of trees, shrubs, bushes, or bush, or grubbing.

COMMERCIAL RECREATION, INDOOR: A structure for recreational, social, or amusement purposes, which may include as an accessory use the consumption of food and drink, including all connected rooms or space with a common means of egress and entrance. Places of assembly shall include theatres, concert halls, dance halls, skating rinks, bowling alleys, health clubs, dance studios, or other commercial recreational centers conducted for or not for profit.

COMMERCIAL RECREATION, OUTDOOR: Drive-in theatre, golf course/driving range, bathing beach, sports club, horseback riding stable, boathouse, game preserve, marina or other commercial recreation carried on in whole or in part outdoors, except those activities more specifically designated in this Bylaw.

COMMERCIAL VEHICLE, LIGHT: Any vehicle under 10,000 lbs. gross vehicle weight which is used in construction or other commercial enterprise. This does not include other equipment used for landscaping and/or construction or cube vans, step vans, or buses.

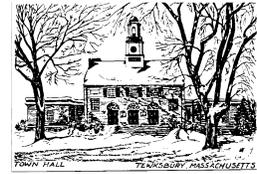
COMMERCIAL VEHICLE, HEAVY: Any vehicle over 10,000 lbs. gross vehicle weight which is used in construction or other commercial enterprise. This includes, but is not limited to, other equipment used for landscaping and/or construction or cube vans, step vans, and buses.

CONTRACTOR'S YARD: Land used for the storage of commercial construction equipment, materials, and supplies and for the parking of registered commercial vehicles.



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CORNER LOT: See LOT.

DEBRIS: Accumulated fragments, ruins, or rubbish; used motor vehicle and heavy equipment parts; or demolition materials from buildings and other structures.

DRIVE-THROUGH SERVICE: A commercial facility that provides a service directly to a motor vehicle or where the customer drives a motor vehicle onto the premise and service is provided to the customer through a window or mechanical device, or by an agent of the facility without the customer exiting the vehicle. This shall not include the selling of fuel at a gasoline filling station or the accessory functions of a carwash facility such as areas designated for vehicle vacuum cleaning.

DWELLINGS. The following terms and definitions shall apply to the variety of Dwellings provided for in this Bylaw. (See also, HOUSING FOR OLDER ADULTS.)

DWELLING: A building, or portion thereof, designed exclusively for residential occupancy, including single-family, two-family, or multiple family dwelling (apartments), but not including hotels, motels, boarding homes, trailers, or structures primarily for transient or overnight occupancy.

DWELLING UNIT: One or more rooms providing complete living facilities for a single person or one family, including equipment for cooking or provisions for the same and including room or rooms for living, sleeping, and eating.

DWELLING, SINGLE-FAMILY DETACHED: A detached building designed exclusively for occupancy by one family.

DWELLING, TOWNHOUSE: A one-family dwelling unit, with a private entrance, which is part of a structure whose dwelling units are attached horizontally in a linear arrangement, and having a totally exposed front and rear wall to be used for access, light, and ventilation.

DWELLING, TWO-FAMILY: A building designed as a single structure, containing 2 separate living units, each of which is designed to be occupied as a separate permanent residence for one family.

DWELLING, MULTIFAMILY: A building containing 3 or more dwelling units.

DEVELOPMENT, MULTIFAMILY: Any combination of the uses identified above.

FAMILY SUITE: An accessory dwelling unit located within a single-family dwelling subordinate in size to the principle unit and separated from it in a manner that maintains the appearance of a single-family dwelling. Brothers, sisters, maternal parents and grandparents, paternal parents and grandparents, in-laws and or children of the residing owners of the principle dwelling unit may only occupy the family suite.

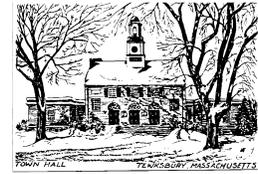
GROUP HOME or RESIDENTIAL CARE FACILITY: A facility operating under a state license to provide primarily nonmedical residential services to one or more unrelated individuals on a 24-hour per day basis, who by reason of illness, disease, or physical or mental infirmity are unable to sufficiently or properly care for themselves; including substitute care, food, lodging, training, education, supervision, habilitation, rehabilitation, and treatment.

LIVE-WORK UNIT: Buildings or spaces within buildings that are used jointly for commercial and residential purposes where the residential use of the space is secondary or accessory to the primary use as a place of work.



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EARTH REMOVAL: Extraction of sand, gravel, top soil, or other earth for sale or for use at a site removed from the place of extraction exclusive of the grading of a lot preparatory to the construction of a building for which a building permit has been issued, or the grading of streets in accordance with an approved definitive plan, and exclusive of granite operations.

EDUCATIONAL USE, EXEMPT: Exempt activity as set forth in G.L. c. 40A, § 3.

EDUCATIONAL USE, NONEXEMPT: Educational facilities not exempt from zoning under G.L. c. 40A, § 3.

ERECT: To build, construct, reconstruct, move upon, or conduct any physical development of the premises required for a building; to excavate, fill, drain, and the like preparation for building shall also be considered to erect.

ESSENTIAL SERVICES: Services provided by a public service corporation or by governmental agencies through erection, construction, alteration, or maintenance of gas, electrical, steam, or water or sewer transmission or distribution and collection systems, communication, supply, or disposal systems whether underground or overhand, but not including wireless communications facilities. Facilities necessary for the provision of essential services include poles, wires, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants and other similar equipment in connection therewith.

FAMILY: Any number of individuals living together on the premises of a single housekeeping unit.

FAMILY CHILD CARE HOME: See listing under Child Care Center.

FAMILY SUITE: See DWELLINGS.

FARM STAND, EXEMPT: Sale of farm products on a parcel of 5 acres, provided that during the months of June, July, August, and September of every year, or during the harvest season of the primary crop, the majority of such products for sale, based on either gross sales dollars or volume, have been produced by the owner of the land containing 5 or more acres in area on which the facility is located; or to parcels 2 acres or more if the sale of products produced from the agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture use on the parcel annually generates at least \$1,000 per acre based on gross sales dollars in areas not zoned for agriculture, aquaculture, silviculture, horticulture, floriculture or viticulture. For such purposes, land divided by a public or private way or a waterway shall be construed as one parcel.

FARM STAND, NONEXEMPT: Facility for the sale of produce, wine, and dairy products on property not exempted by G.L. c. 40A, § 3.

FLOODPLAIN DISTRICT, the following terms and definitions are exclusive to the Floodplain District:

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials.

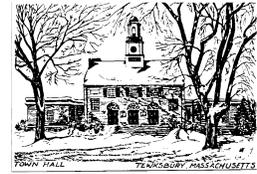
FLOODWAY means the channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities.



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HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls or a structure.

HISTORIC STRUCTURE means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
- (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - (1) By an approved state program as determined by the Secretary of the Interior or
 - (2) Directly by the Secretary of the Interior in states without approved programs.

NEW CONSTRUCTION means, for floodplain management purposes, structures for which the “start of construction” commenced on or after the effective date of a floodplain management regulation adopted by the community, including any subsequent improvements to such structures. New construction includes work determined to be substantial improvement.

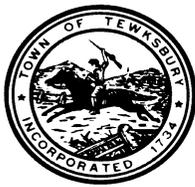
RECREATIONAL VEHICLE means a vehicle which is:

- (a) Built on a single chassis;
- (b) 400 square feet or less when measured at the largest horizontal projection;
- (c) Designed to be self-propelled or permanently towable by a light duty truck; and
- (d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

REGULATORY FLOODWAY – SEE FLOODWAY

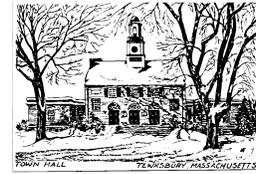
SPECIAL FLOOD HAZARD AREA means a land area subject to flood hazards as shown on FIRM or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, or AH.

START OF CONSTRUCTION means the date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement was within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of slab or footings, the installation of pilings or construction of columns. Permanent construction does not include land preparations (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main



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building. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling or floor, or other structural part of a building.

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank that is principally above ground, as well as a manufactured home.

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR.

VARIANCE means a grant of relief by a community from the terms of a flood plain management regulation.

VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3(b)(5), (c)(4), (c)(10), (d)(3), (e)(2), (e)(4), or (e)(5) is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

FRONTAGE: See LOT.

FRONT BUILDING LINE: A line drawn parallel to and along the front wall of a building extended to the property line.

FUNERAL HOME: Facility for the conducting of funerals and related activities such as embalming.

GAME COURT: Any specially prepared play area whose surface, topography, size, shape, and configuration are associated with recreational games such as basketball, volleyball, badminton, tennis, horseshoes, and archery.

GARAGE FOR AUTOMOTIVE STORAGE: See MOTOR VEHICLE USES.

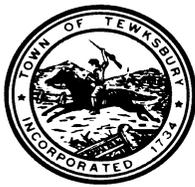
GAS STATION: See MOTOR VEHICLE USES.

GOLF COURSE: A course laid out for the sport of golf which may include accessory and incidental uses such as a function hall, snack bar, restaurant, club house, tennis courts, and the like.

GRADE PLANE: A reference plane representing the average of finished ground level adjoining the building at all exterior walls. Where the finished ground level slopes away from the exterior walls, the reference plane shall be established by the lowest points within the area between the building and the lot line or, where the lot line is more than 6 feet from the building, between the building and a point 6 feet from the building.

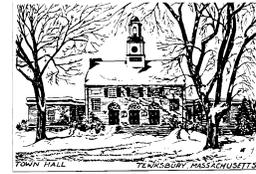
GROUNDWATER PROTECTION DISTRICT, the following terms and definitions are exclusive to the Groundwater Protection District

AQUIFER: Geologic formation composed of rock, sand or gravel that contains significant amounts of potentially recoverable water.



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GROUNDWATER PROTECTION DISTRICT: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The groundwater protection district may include specifically designated recharge areas and specifically designated groundwater use restriction areas.

IMPERVIOUS SURFACE: Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.

MINING: The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.

POTENTIAL DRINKING WATER SOURCES: Areas which could provide significant potable water in the future.

RECHARGE AREAS: Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone II, or Zone III.

SUTTON BROOK DISPOSAL AREA (SBDA) BUFFER ZONE: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Buffer Zone may include specifically designated use restriction areas. It encompasses an area within five hundred feet of the outer boundary of the SBDA Plume Area, where activities may impact the effectiveness of the Selected Remedy.

SUTTON BROOK DISPOSAL AREA (SBDA) PLUME AREA: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Plume Area may include specifically designated use restriction areas. It encompasses an area underlain by groundwater that has been shown to be contaminated by toxic or hazardous material at or from the Sutton Brook Disposal Area Superfund Site which pose a risk to human health and the environment.

SUTTON BROOK DISPOSAL AREA (SBDA) SUPERFUND SITE (SITE), RECORD OF DECISION (ROD) and

SELECTED REMEDY: An approximately 100 acres of land off South Street on the eastern boundary of the Town of Tewksbury, Middlesex County, Massachusetts with a small portion of land in the Town of Wilmington known as the SBDA Superfund Site (the "Site"). The Site is subject to the United States Environmental Protection Agency's (EPA's) Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the National Contingency Plan (NCP) (40 CFR Section 300). In a document entitled, "Record of Decision, Sutton Brook Disposal Area Superfund Site," dated September 27, 2007 (the "ROD"), on file at the EPA Region I Record Center located at Five Post Office Square, Boston, Massachusetts ("EPA Region I Record Center"), EPA, with the concurrence of MassDEP, selected one or more response actions (collectively, the "Selected Remedy") for the Site pursuant to CERCLA and the NCP. Due to the fact that hazardous substances, pollutants, or contaminants remain at or from the Site above levels that allow for unlimited use and unrestricted exposure (UU/UE), EPA requires the establishment of institutional controls to ensure the protectiveness of its Selected Remedy.

TOXIC OR HAZARDOUS MATERIAL: Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water in the Town of Tewksbury. Toxic or hazardous materials include, without limitation; synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (M.G.L.) Chapter(c.) 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.

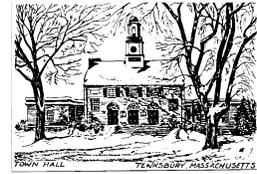
GROUP HOME or RESIDENTIAL CARE FACILITY: See DWELLINGS.

GRUBBING: The removal of stumps and/or roots from the soil.



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HOME OCCUPATION: A business that is clearly and customarily incidental to, and conducted within, a dwelling unit or in a building or other accessory structure by a resident thereof, such as a room or rooms as a professional office or personal service or a studio or for other customary home occupation.

HOSPITAL: An institution providing primary health services and medical or surgical care to persons, primarily inpatients, suffering from illness, disease, injury, and other conditions, and related facilities, such as laboratories, outpatient facilities, training facilities, offices, and staff residences.

HOTEL: See LODGING.

HOUSING FOR OLDER ADULTS. The following terms are used in this Bylaw in association with housing for older adults:

ASSISTED LIVING RESIDENCE: As defined in G.L. c. 19D, § 1, and certified by the Massachusetts Department of Elder Affairs under 651 CMR 12.00.

CONGREGATE RESIDENCE FOR OLDER ADULTS: A congregate living residence for people 55 and over, containing independent living quarters suitable for single- or double-person occupancy, with centralized kitchen and common dining facilities and limited cooking facilities in private rooms or suites. Residents receive limited services such as laundry, housekeeping, and transportation. Congregate living residences may also include full dwelling units with kitchens for occupancy by older adults or by on-site personnel and management, and such dwelling units may be contained in attached or detached buildings.

CONTINUING CARE RETIREMENT COMMUNITY (CCRC): A residential community for people 62 years and over, guaranteeing lifetime housing, social and leisure activities, and increased levels of care as needs change with age. A CCRC provides a tiered approach to senior residential living. It typically includes independent living units such as single-family homes and multifamily apartments or condominiums, together with an assisted living/memory care component and skilled nursing care.

INTERIOR DRIVEWAY: A travel lane located within the perimeter of a parking lot which is not used to directly enter or leave parking spaces, and which is exclusive of any part of the access driveway.

JUNKYARD OR AUTOMOBILE SALVAGE YARD: The use of any area or any lot, whether inside or outside of a building, for the storage, keeping, or abandonment of junk, scrap, or discarded materials, or the dismantling, demolition, or abandonment of automobiles, other vehicles, machinery, or parts thereof.

KENNEL, COMMERCIAL: A commercial establishment in which more than 3 dogs or domesticated animals are housed, groomed, bred, boarded, trained, or sold; with or without outdoor training facilities.

LODGING. The following terms and definitions shall apply to the types of lodging facilities provided for in this Bylaw:

BED AND BREAKFAST: A transient lodging establishment located in or on the same premises as an owner-occupied single-family dwelling, primarily engaged in providing overnight or temporary lodging for up to 4 guest rooms for the general public, and which may provide meals for compensation.

BOARDING HOUSE OR LODGING: A dwelling in which more than 5 unrelated people are housed or lodged by the day, week, or month, either with or without meals.



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HOTEL: A building intended and designed primarily for transient or overnight occupancy, divided into separate units within the same building, with or without public dining facilities, with access to units primarily from interior lobbies, courts, or halls.

MOTEL: A building intended and designed primarily for transient or overnight occupancy, divided into separate units within the same building, with or without public dining facilities, and characterized by direct access to every unit from an automobile, parking spaces, or facility (includes motor hotels and motor inns).

LIMOUSINE OR TAXICAB BUSINESS: A facility or terminal making available for hire a limousine, taxicab, van, or livery business.

LOT. The following terms and definitions pertain to Lots:

LOT: A parcel of land used or set aside and available for use as the site of one or more buildings and accessory buildings or for any other definite purpose, in one ownership and not divided by a street, nor including any land within the limits of a public or private way upon which lot abuts.

CORNER LOT: A lot bounded by more than one street which has an interior angle of 135 degrees or less formed by the tangents or straight segments of street lines between the side or rear lines of such a lot or by an extension of such street lines. A lot bounded by one street shall be considered a corner lot when the tangents or straight segments of the street line between the side lines of the lot form, or would form if extended, an interior angle of 105 degrees or less.

FRONTAGE, LOT: The lot line coinciding with the sideline of a street which provides both legal rights of vehicular access and physical vehicular access to the lot, the line shall be measured continuously along a single street or along 2 intersecting streets if their angle of intersection is greater than 120 degrees. Vehicular access to a building site on the lot shall be exclusively through the legal frontage of the lot.

MANEUVERING AISLE: A travel lane located within the perimeter of a parking lot by which motor vehicles directly enter and leave parking spaces.

MANUFACTURING: A use engaged in basic processing and manufacturing of materials, or the manufacture from previously prepared materials, of finished products or parts, including processing, fabrication, assembly, treatment, finishing work, packaging, incidental storage, sales and distribution of such products.

MAJOR PROJECT, TOWN CENTER: Any development of 25,000 square feet or more.

MARIJUANA ESTABLISHMENTS. The following terms and definitions apply to marijuana establishments:

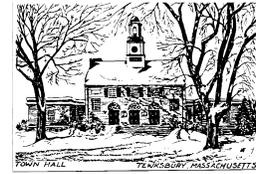
CANNABIS CULTIVATION: The use of land and/or buildings for planting, tending, improving, harvesting, processing and packaging, the preparation and maintenance of soil and other media and promoting the growth of cannabis by a cannabis cultivator, micro-business, research facility, craft marijuana cultivator cooperative, registered marijuana dispensary or other entity licensed by the Commission for cannabis cultivation. Such use is not agriculturally exempt from zoning. The cultivation and processing of medical marijuana in accordance with these regulations is considered to be a manufacturing use and is not agriculturally exempt from zoning. Note this term is not defined in 935 CMR 500.

CANNABIS OR MARIJUANA OR MARIHUANA: All parts of any plant of the genus Cannabis, not excepted in 935 CMR 500.002: Cannabis or Marijuana or Marihuana(a) through (c) and whether growing or not; the seeds thereof; and resin extracted from any part of the plant; clones of the plant; and every compound, manufacture, salt, derivative, mixture or preparation of the plant, its seeds or resin including tetrahydrocannabinol as defined in M.G.L. c. 94G, § 1; provided that cannabis shall not include:



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- (a) the mature stalks of the plant, fiber produced from the stalks, oil, or cake made from the seeds of the plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks, fiber, oil, or cake made from the seeds of the plant or the sterilized seed of the plant that is incapable of germination;
- (b) hemp; or the weight of any other ingredient combined with cannabis or marijuana to prepare topical or oral administrations, food, drink or other products.

CANNABIS OR MARIJUANA PRODUCTS: Cannabis or marijuana and its products unless otherwise indicated. These include products have been manufactured and contain cannabis or marijuana or an extract from cannabis or marijuana, including concentrated forms of marijuana and products composed of marijuana and other ingredients that are intended for use or consumption, including edible products, beverages, topical products, ointments, oils and tinctures.

CEASES TO OPERATE: Marijuana Establishment closes and does not transact business for a period greater than 60 days with no substantial action taken to reopen. The Commission may determine that an establishment has ceased to operate based on its actual or apparent termination of operations.

COMMISSION: The Massachusetts Cannabis Control Commission established by M.G.L. c. 10, § 76, or its designee. The Commission has authority to implement the state marijuana laws, which include, but are not limited to, St. 2016, c. 334 as amended by St. 2017, c. 55, M.G.L. c. 94G, and 935 CMR 500.000.

COMMUNITY HOST AGREEMENT: An agreement, pursuant to General Laws, Chapter 94G, Section 3(d), between a Cannabis Establishment and a municipality setting forth additional conditions for the operation of a Cannabis Establishment, including stipulations of responsibility between the parties and a up to 3% host agreement revenue sharing. Note this term is not defined in 935 CMR 500.

CRAFT MARIJUANA COOPERATIVE: A Marijuana Cultivator comprised of residents of the Commonwealth and organized as a limited liability company, limited liability partnership, or cooperative corporation under the laws of the Commonwealth. A cooperative is licensed to cultivate, obtain, manufacture, process, package and brand cannabis or marijuana products to transport marijuana to Marijuana Establishments, but not to consumers.

HEMP: The plant of the genus Cannabis or any part of the plant, whether growing or not, with a delta-9-tetrahydrocannabinol concentration that does not exceed 0.3% on a dry weight basis of any part of the plant of the genus Cannabis, or per volume or weight of cannabis or marijuana product, or the combined percent of delta-9-tetrahydrocannabinol and tetrahydrocannabinolic acid in any part of the plant of the genus Cannabis regardless of moisture content.

HOST COMMUNITY: A municipality in which a Marijuana Establishment is located or in which an applicant has proposed locating an establishment.

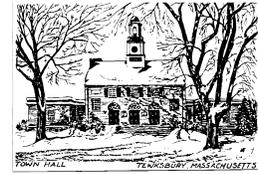
MARIJUANA INDEPENDENT TESTING LABORATORY: A laboratory that is licensed by the Commission and is:

- (a) accredited to the International Organization for Standardization 17025 (ISO/IEC 17025: 2017) by a third-party accrediting body that is a signatory to the International Laboratory Accreditation Accrediting Cooperation mutual recognition arrangement or that is otherwise approved by the Commission;
- (b) independent financially from any Medical Marijuana Treatment Center (RMD),
- (c) Marijuana Establishment or licensee for which it conducts a test; and qualified to test cannabis or marijuana in compliance with 935 CMR 500.160 and M.G.L. c. 94C, § 34.



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LICENSEE: A person or entity licensed by the Commission to operate a Marijuana Establishment under 935 CMR 500.000.

MANUFACTURE: To compound, blend, extract, infuse or otherwise make or prepare a cannabis or marijuana product.

MARIJUANA CULTIVATOR: An entity licensed to cultivate, process and package marijuana, and to transfer marijuana to other Marijuana Establishments, but not to consumers. A Craft Marijuana Cooperative is a type of Marijuana Cultivator.

MARIJUANA ESTABLISHMENT: A Marijuana Cultivator, Craft Marijuana Cooperative, Marijuana Product Manufacturer, Marijuana Retailer, Marijuana Independent Testing Laboratory, Marijuana Research Facility, Marijuana Transporter, or any other type of licensed marijuana-related business, except a medical marijuana treatment center. Marijuana establishments permitted in accordance with these regulations are considered to be a commercial and/or manufacturing use and are not considered being subject to any agricultural exemptions under zoning.

MARIJUANA MICROBUSINESS: A collocated Marijuana Establishment that can be either a Tier 1 Marijuana Cultivator or Product Manufacturer or both, in compliance with the operating procedures for each license. A Microbusiness that is a Marijuana Product Manufacturer may purchase no more than 2,000 pounds of marijuana per year from other Marijuana Establishments.

MARIJUANA PROCESS OR PROCESSING: To harvest, dry, cure, trim and separate parts of the cannabis or marijuana plant by manual or mechanical means, except it shall not include manufacture as defined in 935 CMR 500.002.

MARIJUANA PRODUCT MANUFACTURER: An entity licensed to obtain, manufacture, process and package cannabis or marijuana products and to transfer these products to other Marijuana Establishments, but not to consumers.

MARIJUANA RESEARCH FACILITY: An entity licensed to engage in research projects by the Commission.

MARIJUANA RETAILER: An entity licensed to purchase and transport cannabis or marijuana product from Marijuana Establishments and to sell or otherwise transfer this product to Marijuana Establishments and to consumers. Retailers are prohibited from delivering cannabis or marijuana products to consumers; and from offering cannabis or marijuana products for the purposes of on-site social consumption on the premises of a Marijuana Establishment.

MARIJUANA TRANSPORTER: An entity, not otherwise licensed by the Commission, that is licensed to purchase, obtain, and possess cannabis or marijuana product solely for the purpose of transporting, temporary storage, sale and distribution to Marijuana Establishments, but not to consumers. Marijuana Transporters may be an Existing Licensee Transporter or Third Party Transporter.

MEDICAL MARIJUANA TREATMENT CENTER, also known as a Registered Marijuana Dispensary (RMD): A not-for-profit entity registered under 105 CMR 725.100: Registration of Registered Marijuana Dispensaries, that acquires, cultivates, possesses, processes (including development of related products such as edible cannabis or marijuana products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or administers marijuana, products containing cannabis or marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers for medical use. Unless otherwise specified, RMD refers to the site(s) of dispensing, cultivation, and preparation of cannabis or marijuana for medical use.



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PROPAGATION: The reproduction of cannabis or marijuana plants by seeds, cuttings, or grafting.

PROVISIONAL MARIJUANA ESTABLISHMENT LICENSE: A certificate issued by the Commission confirming that a Marijuana Establishment has completed the application process.

RMD APPLICANT: A previously Registered Marijuana Dispensary with a final or provisional certificate of registration in good standing with the DPH.

MASSAGE SERVICE ESTABLISHMENT: Any building, room, place, or establishment other than a regularly licensed hospital or dispensary where nonmedical and nonsurgical manipulative exercises are practiced on the human body for other than cosmetic or beautifying purposes with or without the use of mechanical or bathing devices by anyone not a physician or surgeon or similarly registered status.

MASSAGE THERAPY (LICENSED): The practice and license of Massage as defined in 269 CMR 2.00. No person shall engage or hold himself/herself out as being engaged in the practice of Massage Therapy without a license issued by the Commonwealth.

MEDICAL CENTER OR CLINIC: A building designed and used for the diagnosis and treatment of human patients that does not include overnight care facilities.

MEMBERSHIP ORGANIZATION, CLUB OR LODGE: Buildings, structures, and premises used by a nonprofit social or civic organization, or by an organization catering exclusively to members and their guests for social, civic, recreational, or athletic purposes which are not conducted primarily for gain and provided there are no vending stands, merchandising, or commercial activities except as may be required generally for the membership and purposes of such organization.

MIXED USE OR MIXED-USE DEVELOPMENT: A building containing more than one use or a development with 2 or more buildings containing more than one use. For a mixed-use building in a nonresidential district, the ground floor of the front façade shall be used for allowed nonresidential uses only.

MOBILE HOME: Any vehicle without motor power designed, constructed, reconstructed or added to by means of accessories in a manner to permit the use and occupancy as a one family dwelling unit; whether resting on wheels, foundation structures, or other support; but constructed so as to permit its occasional movement over a street or highway.

MOTEL: See LODGING.

MOTOR VEHICLE USES. The following terms and definitions apply to motor vehicle services and facilities.

GARAGE FOR AUTOMOTIVE STORAGE: A structure which is accessory to a commercial or industrial establishment and is primarily for the parking and storage of vehicles operated by the customers, visitors, and employees of such an establishment.

GAS STATION or AUTOMOTIVE REFUELING STATION: Any building, structure, or area of land used for the retail sale of automobile fuels, oils, and accessories, where repair service, if any, is incidental; excluding storage of abandoned motor vehicles on the premises. May include the sale of propane or kerosene as accessory uses.

MOTOR VEHICLE GENERAL AND BODY REPAIR SERVICES: An establishment, garage or work areas enclosed within a building for the servicing and repair of motor vehicles, but not including (1) installing new parts or accessories that are not replacements for existing parts or accessories (e.g., customizing), or (2) towing or storing a motor vehicle, or (3) storage of vehicles for the cannibalization of vehicle parts, or (4) fuel sales, or (5) indoor or outdoor sale and rental of motor vehicles, box truck, cargo van, motorcycle, trailer, all-terrain vehicle, snowmobile, boat or personal water craft.



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MOTOR VEHICLE ROUTINE MAINTENANCE: Premises for the supplying of fuel, oil, lubrication, washing, or minor repair services, but not to include body work, painting, or major repairs.

MUNICIPAL FACILITY: Any use of land or structures owned by the Town.

NURSING HOME: Any place or institution for aged, infirm, chronic or convalescent, whether conducted for charity or for profit, which is established to render domiciliary care, custody, treatment, or lodging of 3 or more unrelated persons who require or receive assistance in ordinary daily activities of life, or who are confined to bed or chair. As used in this Bylaw, "nursing home" shall not include hospitals, clinics, and similar institutions devoted primarily to the diagnosis and treatment of disease or injury, maternity cases, or mental illness.

ONE HUNDRED YEAR FLOOD: The flood that has a one percent chance of being equaled or exceeded in any given year, as shown on the base flood elevation designated on the Flood Insurance Rate Maps.

PARKING AREA: A public parking area or a private parking area that is open to the parking of motor vehicles by customers and employees of an establishment.

PERSON: Shall include an individual corporation, society, association, partnership, trust, or other entity, public or private.

PERSON WITH A DISABILITY: one who has a physical or mental impairment that limits or substantially limits one or more major life activities, anyone who is regarded as having such impairment or anyone who has a record of such impairment.

PERSONAL SERVICE ESTABLISHMENT: A facility providing personal services such as hair salon, barber shop, tanning beds, dry cleaning, print shop, photography studio, and the like.

PET SERVICES - INDOOR: Animal grooming; pet stores; indoor animal training centers; animal day-care; or similar services, operated on a day-time basis only. No overnight boarding of animals shall be allowed, except for animals for sale by a commercial retail pet store.

PREMISES: A lot together with all structures, buildings, and uses.

PRINCIPALLY GARAGED: The principal location where a registered vehicle is garaged as set forth in the Massachusetts Registry of Motor Vehicles RMV-I form, or any other form promulgated by the Commonwealth, for the purpose of registering a motor vehicle.

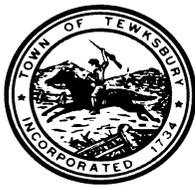
PROFESSIONAL OFFICE: The office of one engaged in such generally recognized professions as physician, dentist, veterinarian, attorney-at-law, engineer, architect, landscape architect, interior designer, and accountant.

PUBLIC WAY: Shall include a private way that is open to public use.

RELIGIOUS USE: Exempt activity as set forth in G.L. c. 40A, § 3.

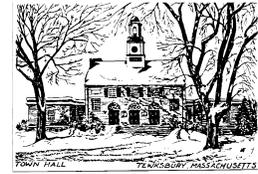
REMOVAL OF LOAM, SAND OR GRAVEL: Extraction of sand, gravel, loam, top soil, or other earth for sale or for use at a site removed from the place of extraction exclusive of the grading of a lot preparatory to the construction of a building for which a building permit has been issued, or the grading of streets in accordance with an approved definitive plan, and exclusive of granite operations.

RESTAURANT: A building, or portion thereof, containing tables or booths for at least two thirds of its legal capacity, which is designed, intended and used for the indoor sales and consumption of food prepared on the



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premises, except that food may be consumed outdoors in landscaped terraces, designed for dining purposes, which are adjuncts to the main indoor restaurant facility.

RETAIL: The selling of goods and commodities directly to the ultimate consumer.

SERVICE AREA: A room or rooms in a building used to house electrical or mechanical equipment necessary to provide central utility service to the building, such as a boiler room.

SIGN: The following terms and definitions pertain to Signs. (See Section 6.2 SIGNS and Section 6.3 OFF PREMISES SIGNS)

BILLBOARD: An advertising sign or other commercial sign that directs attention to a business, commodity, service or attraction sold, offered or existing elsewhere than upon the same lot where the sign is displayed. This is also known as an off-premises commercial sign.

SIGN: Any device designed to inform or attract the attention of persons not on the premises on which the device is located. Any building surfaces other than windows which are internally illuminated or decorated with gaseous tube or other lights are considered "signs." The following, however, shall not be considered signs in this Bylaw:

- (a) Flags and insignia of any government except when displayed in connection with commercial promotion.
- (b) Legal notices, or informational devices erected or required by public agencies.
- (c) Temporary displays inside windows, covering not more than 30% of window area, illuminated by building illumination only.
- (d) Standard gasoline pumps bearing in usual size and form the name, type, and price of gasoline.
- (e) Integral decorative or architectural features of a building, except letters, trademarks, moving parts, or parts internally illuminated or decorated with gaseous tube or other lights.
- (f) Devices identifying a building as distinct from one (1) or more of its occupants, such device being carved into or attached in such a way as to be an integral part of the building, not illuminated separate from building illumination, without color contrasting with sign background, and not exceeding 4 square feet in area.
- (g) Address identification through numerals or letters not exceeding 3 inches in height.

SIGN, ACCESSORY: Any billboard, sign or other advertising device that advertises, calls attention to, or indicates the person occupying the premises on which the sign is erected or the business transacted therein, or advertises the property itself or any part thereof as for sale or to let, and which contains no other advertising matter.

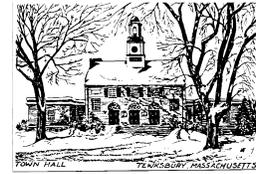
SIGN, A-FRAME OR SANDWICH BOARD SIGN: A sign consisting of 2 faces in an "A" shape, connected at the top that sits on, but is not secured to, the ground.

SIGN, AREA OF: The area of a sign shall be considered to include all lettering, wording and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions, but shall not include any supporting structure or bracing. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest rectangle or triangle which encompasses all of the letters and symbols.



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SIGN, BLADE SIGN: A projecting sign that is wholly or partly dependent on the building for support and that is fixed perpendicular to the wall on which it is mounted.

SIGN, BANNER: A sign on a textile, synthetic, plastic or similar material that is affixed and secured to a building or to a permanent pole, such as support pole for a building canopy or a parking lot light pole.

SIGN, ELECTRONIC MESSAGE BOARD: A sign capable of displaying words, images, symbols and figures utilizing a series or grid of lights that may be changed through electrostatic means using light emitting diodes (LEDs) or other similar technology.

ELECTRONIC MESSAGE CENTER: An off-premises electronically activated changeable message sign whose variable message or graphic presentation capability can be electronically programmed. EMCs typically use Light Emitting Diodes (LEDs) as a lighting source.

SIGNS, FEATHER BANNER OR WIND FLAG: A temporary sign of flexible, lightweight fabric, or similar material that is supported along one edge and mounted to a ground base or staked into the ground and intended to blow in the wind to attract attention.

SIGN, FREE-STANDING MONUMENT SIGN: A free-standing sign that is mounted on the ground, or on a wall or other base situated directly on the ground.

SIGN, FREE-STANDING POLE SIGN: A sign that is not attached to any building but is mounted on a pole or poles or other similar support where the bottom edge of the sign is elevated off of the ground.

SIGN, NONACCESSORY: Any billboard, sign or other advertising device that does not come within the foregoing definition of an accessory sign.

SIGN, OFF-PREMISES: A permanent sign erected, maintained, or used in the outdoor environment for the purpose for the display of commercial or noncommercial messages not appurtenant to the use of, or products sold on, the property where the sign is located.

SIGN, ON-PREMISES: A sign erected, maintained, or used in the outdoor environment for the purpose of the display of commercial and noncommercial messages appurtenant to the use of, or products sold on, the premises on which it is located.

OUTDOOR ADVERTISING: Any outdoor sign, display, light, device, figure, painting, drawing, message, plaque, poster, billboard, or other thing that is designed, intended, or used to advertise or inform; any part of the advertising or information contents of which are visible from any public way, public park, or public reservation.

SPECIAL PERMIT GRANTING AUTHORITY (SPGA): The board with authority to grant special permits, which shall be the Planning Board unless some other board is so designated in this Bylaw.

STEEL FABRICATION: The fabrication of steel components typically used in the construction of buildings, bridges or other structures. This includes stairs, railings, miscellaneous metal and other structural components.

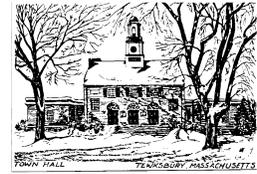
STORY: The portion of a building contained between any floor and the floor or roof next above it, but not including the lowest portion so contained if more than 1/2 of such portion is below the mean finished grade of the ground adjoining such building.

STORY, HALF: A partial story under a gable, gambrel or hip roof, the wall plates of which on any 2 sides do not rise more than 4 feet above the floor of such partial story.



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STREET: An accepted Town way, or a way established by or maintained under county, state, or federal authority, or a way established by a subdivision plan approved in accordance with the subdivision control law, or a way determined by the Planning Board to have sufficient width, suitable grades, and adequate construction to provide for the needs of vehicular traffic in relation to the proposed use of the land, and for the installation of municipal services to serve such land and the buildings erected or to be erected thereon.

STRUCTURE: Anything erected at a fixed location on the ground to give support, provide shelter or satisfy other purposes (includes the term "building").

TRAILER: A vehicle without motor power designed to be drawn by a motor vehicle, used for hauling or living purposes and standing on wheels or rigid supports. (Does not include "mobile home", which is defined above).

TRANSPORTATION OR FREIGHT TERMINAL: Terminal facilities open or enclosed, for handling the movement of goods or persons from one place to another by a carrier.

TRUCK STOP: Any building, premises, or land in which or upon which a business, service, or industry involving the maintenance, servicing, storage, or repair of commercial vehicles is conducted or rendered, including the dispensing of motor fuel or other petroleum products directly into motor vehicles and the sales of accessories or equipment for trucks or similar commercial vehicles. A truck stop shall also be defined to include those overnight accommodations and restaurant facilities primarily for the use of truck crews.

TRUCKING COMPANY: A commercial or industrial enterprise using heavy commercial vehicles to deliver goods, freight, or construction materials such as sand, gravel, loam, and the like.

VARIANCE: An authorization by the Zoning Board of Appeals to locate a structure pursuant to G.L. c. 40A, § 10.

VETERINARY AND ANIMAL CLINIC OR HOSPITAL: An establishment maintained and operated by a licensed veterinarian for the diagnosis and treatment of diseases and injuries of animals and the boarding of animals receiving veterinary services.

WAREHOUSE: A building used primarily for the storage of goods and materials, for distribution, but not for sale on the premises.

WETLAND: Any perennially wet area, including all lands which are subject to the provisions of G.L. c. 131, § 40.

WIRELESS COMMUNICATIONS, the following terms and definitions pertain to wireless communications:

ANTENNA: The device that transmits and/or receives radio frequency emissions in free space. Antenna can be modified by the addition of a clarifying term, such as GPS Antenna, or Personal Wireless Service Antenna, that delineates the specific type or purpose of the Antenna.

ANTENNA SUPPORT STRUCTURE: Any structure whose purpose is primarily to support an Antenna, which includes such structures as Towers, masts, posts, poles, and the like.

BASE STATION: The equipment for one or more personal wireless services installed at a site to transmit and receive wireless communications. Typically, a Base Station is connected to a set of wireless antennas at the site of the Base Station, except in the case of the Base Station for a Distributed Antenna System, which is housed remotely from the antennas.

BASE STATION FACILITY: The place within which one or more wireless services install Base Stations that support the operation of a Distributed Antenna System without relying on wireless antennas at the site of the Base Station Facility.



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DISTRIBUTED ANTENNA SYSTEM (“DAS”): A geographically diversified Wireless Communications Facility with which the Base Station equipment is located remotely from the facility’s antennas. Typically, the Base Station is contained in a Base Station Facility at one location, and the antennas are placed on utility poles at other locations; the antennas are driven by Radio Access Nodes (“RAN”), which are electronics cabinets mounted on the utility poles, and are interconnected to the Base Station Facility by cables, usually fiber optic.

PERSONAL WIRELESS SERVICES: Means the same as in 47 U.S.C. 332(c)(7)(C)(i), “commercial mobile services, unlicensed wireless services, and common carrier wireless exchange access services.”

STEALTH TREATMENT: Any construction that is compatible with its surroundings that conceals or camouflages Antennas, wireless communications buildings, devices, facilities and/or Towers, such as, but not limited to: monopoles, trees, light poles, flag poles.

TOWER: An Antenna Support Structure that measures 12 feet or more in height and is used by a Personal Wireless Service Provider to provide Personal Wireless Services.

WIRELESS COMMUNICATIONS BUILDING: A building or structure built or occupied for the primary purpose of providing Personal Wireless Services.

WIRELESS COMMUNICATIONS DEVICE: Any antenna, dish, appurtenance, wiring or equipment used by a Personal Wireless Service provider to provide Personal Wireless Services. This term does not include Towers or other structures intended to house or support Wireless Communications Devices. It also does not include Personal Wireless Service components placed within a building to serve the occupants of the building, as well as personal, portable, and mobile Personal Wireless Service devices.

WIRELESS COMMUNICATIONS FACILITY: The installation consisting of any of the following at a site that is intended to provide Personal Wireless Services: any and all materials, equipment, buildings, Towers, Wireless Communications Devices and structures.

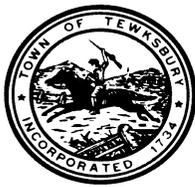
YARD: An unoccupied space open to the sky on the same lot with a building or structure.

ZONING BOARD OF APPEALS: The Zoning Board of Appeals (ZBA) in the Town pursuant to G.L. c. 40A, § 12, as amended.

3. ADMINISTRATION AND ENFORCEMENT

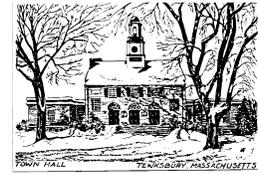
3.1 BUILDING COMMISSIONER

- A. The Building Commissioner shall interpret and enforce this Bylaw.
- B. The Building Commissioner may require any plans and specifications as necessary to determine compliance with all pertinent laws of the Commonwealth and may request advisory reviews by other municipal boards and officials.
- C. Buildings, structures, or signs may not be erected, substantially altered, moved, or changed in use and land may not be substantially altered or changed with regard to size or shape or principal use unless in compliance with this Bylaw, and all necessary permits have been received under federal, state, or local law.
- D. No premises, and no building erected, altered, or in any way changed as to construction or use under a permit or otherwise, shall be occupied or used without a certificate of occupancy or certificate of zoning compliance issued by the Building Commissioner. No certificate of occupancy or certificate of zoning



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compliance shall be issued until the premises, structure, and its uses and accessory uses comply in all respects with this Bylaw. If applicable, a site plan certificate of completion shall be issued.

3.2 ENFORCEMENT; PENALTY

- A. The Building Commissioner or his or her designee shall institute and take any and all action as may be necessary to enforce full compliance with any and all of the provisions of this Bylaw and of permits, special permits, variances, and site plan approval issued thereunder, including notification of noncompliance and request for legal action through the Town Manager to Town Counsel.
- B. The penalty for violation of any provision of this Bylaw, or of any conditions under which a permit, special permit, or site plan approval decision has been issued, shall be \$300 for each offense. Each day that each violation continues shall constitute a separate offense.
- C. The provisions of this Bylaw may also be enforced by non-criminal disposition, as provided in G.L. c. 40, § 21D. The penalty for each violation shall be \$300. Each day that each violation continues shall constitute a separate offense.

3.3 APPEAL

An appeal to the Zoning Board of Appeals may be taken by any person aggrieved by reason of inability to obtain a permit or enforcement action from the Building Commissioner, as provided in G.L. c. 40A, § 8, as amended.

3.4 ZONING BOARD OF APPEALS

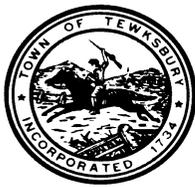
3.4.1. Establishment.

There shall be a Zoning Board of Appeals (ZBA) consisting of 3 members and 2 associate members appointed by the Board of Selectmen. The appointment, service, and removal or replacement of members and associate members and other actions of the ZBA shall be as provided for in G.L. c. 40A.

3.4.2. Powers

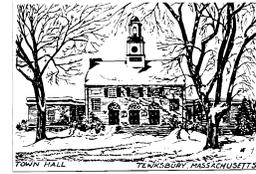
The ZBA shall have the following powers:

- A. To hear and decide appeals in accordance with G.L. c. 40A, § 8, as amended.
- B. To hear and decide, in accordance with the provisions of G.L. c. 40A, § 9, applications for special permits when designated as the special permit granting authority.
- C. To hear and decide, in accordance with the provisions of G.L. c. 40A, § 6, requests to change, alter, or extend lawfully pre-existing non-conforming uses and structures to the extent allowed by Section 8.1.
- D. To hear and decide petitions for variances in accordance with G.L. c. 40A, § 10.
- E. To hear and decide applications for comprehensive permits for construction of low- or moderate-income housing, as set forth in G.L. c. 40B, §§ 20-23.



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3.4.3. Regulations

The ZBA shall adopt regulations for the administration of its powers and shall file a copy of its regulations with the Town Clerk. The Board's regulations shall include rules and procedures for hiring outside consultants in accordance with G.L. c. 44, § 53G.

3.4.4. Fees

The ZBA may adopt reasonable application fees and fees for employing outside consultants to assist the Board with its review of special permits, variances, administrative appeals, and applications for comprehensive permits in accordance with its regulations.

3.5 SPECIAL PERMITS

3.5.1. Special Permit Granting Authority

In this Bylaw, the Planning Board, Zoning Board of Appeals, and Board of Selectmen shall have the power to grant special permits. Unless specifically stated otherwise, the special permit granting authority shall be the Planning Board.

3.5.2. Procedures

- A. Application for a special permit and accompanying plans and documentation shall be filed in accordance with the regulations of the special permit granting authority and G.L. c. 40A.
- B. The special permit granting authority shall hold a public hearing within 65 days of receipt of a special permit application, and shall issue a decision no later than 90 days from the date of close of the public hearing. Notification requirements for a public hearing shall be in accordance with G.L. c. 40A, § 11.

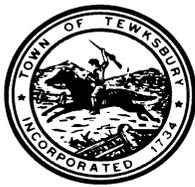
3.5.3. Criteria

Special permits shall be granted by the special permit granting authority only upon its written determination that the benefit to the Town and the neighborhood outweigh the adverse effects of the proposed use, taking into account the characteristics of the site and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this Bylaw, the determination shall include consideration of each of the following:

- A. Social, economic or community needs which are served by the proposal;
- B. Traffic flow and safety, including parking and loading;
- C. Adequacy of utilities and other public services;
- D. Neighborhood character and social structures;
- E. Consistency with the purposes of the district as described in Section 5 of this Bylaw;
- F. Impacts on the natural environment; and,
- G. Potential fiscal impact, including impact on Town services, tax base, and employment.

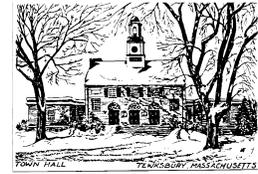
3.5.4. Special Permit Conditions

Special permits may be granted with reasonable conditions, safeguards, or limitations on time or use, including performance guarantees, as the special permit granting authority may deem necessary to serve the purposes of this Bylaw.



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3.5.5. Recording; Lapse

- A. Special permits shall not take effect until recorded with the Middlesex North Registry of Deeds or Registry District of the Land Court, as applicable, as provided in G.L. c. 40A, § 11. Proof of recording shall be presented to the Building Commissioner.
- B. Special permits shall lapse within 3 years, which shall not include time required to pursue or await the determination of an appeal under G.L. c. 40A, § 17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause, or, in the case of a special permit for construction, if construction has not begun by such date except for good cause.

3.6 SITE PLAN REVIEW

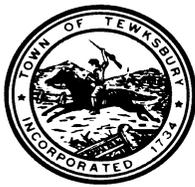
3.6.1. Purposes

- A. Site Plan Review (SPR) by the Planning Board is intended to protect the public interest by evaluating site plans for uses and structures that are permitted in the applicable zoning district, which may have some impacts within the site and on adjacent properties and streets; on pedestrian, cyclist and vehicular traffic; public services and infrastructure; abutting properties; and similar aspects of the site and adjoining properties and to ensure:
 - 1. compliance with all applicable requirements of this Bylaw;
 - 2. that development proposals are examined in a comprehensive manner while also providing an efficient review process;
 - 3. that the design and construction of development will have limited or no impacts on the surrounding areas;
 - 4. that development is in harmony with the neighboring area;
 - 5. the prevention or minimization of conflicts among uses;
 - 6. the use of best practices in site planning, architectural integrity, and urban design;
 - 7. consistency in application of development review regulations and guidelines; and,
 - 8. appropriate enforcement of the provisions of this Bylaw.
- B. Conditions. The Planning Board may impose reasonable conditions and mitigation measures in order that the proposed use or development meets the purposes of this section.

3.6.2. Applicability

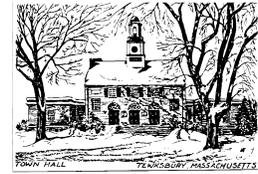
SPR shall be used to evaluate uses identified as permitted uses in the Table of Use Regulations under Section 5, Use Regulations. No building permit for construction, exterior alteration, relocation, or change in use except where noted, shall be granted for any development or use requiring Site Plan Review until the requirements of this Section 3.6 have been fulfilled and approval has been granted.

- A. SPR Required. A Site Plan Review approval shall be required for:
 - 1. New construction of any nonresidential or multifamily structure; or



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2. Alteration of any existing nonresidential or multifamily structure involving more than 1000 square feet of gross floor area, including any related accessory structures, but excluding single- and two-family houses and any accessory structures related thereto; or
 3. The construction or expansion of a parking lot of 10 or more spaces or the alteration of any entrance or exit, or any internal drive aisle.
- B. Minor SPR. A minor site plan review shall be required if the proposed construction or site alteration includes any of the following:
1. Exterior alteration of 1000 square feet or less of horizontal or vertical area that is limited to doors, awnings, railings, steps, handicapped ramps, small additions, landscaping changes, or other similar minor changes; or
 2. Redevelopment or alteration of 1000 square feet or less that would result in increased trips, noise, site lighting, or other actions that may increase impacts on abutting properties.

3.6.3. SPR with a Special Permit

Where proposed construction, use change, or site alteration requires both a SPR and a special permit issued by the Planning Board, the applicant shall submit both applications simultaneously and the Planning Board shall conduct its review of the applications contemporaneously.

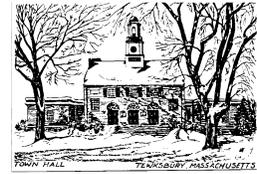
3.6.4. Procedure and Decision

- A. Application. An application for SPR shall be submitted in accordance with the following and all applicable requirements in the Planning Board's Regulations.
1. The application shall be submitted to the Town Clerk and the Community Development Department.
 2. Within 10 days of receipt of the application for SPR, the Community Development Department shall transmit copies of the application and accompanying plans to the appropriate Town boards, commissions, and departments. These boards, commissions, and departments shall have 25 days to review and report in writing their recommendations to the Planning Board. The Planning Board shall not take final action on a SPR until it has received these reports or the 25-day period has elapsed.
 3. The Planning Board shall schedule a public hearing for all SPR applications to be held within 45 days of the date of submittal. The public hearing shall be advertised in the local newspaper once in each of 2 successive weeks, posted in Town Hall, and notice of the hearing shall be sent to property owners within 300 feet of the subject property.
 4. Within 25 days of the close of the hearing, the Planning Board shall act on the Site Plan Review application and file its written decision with the Town Clerk no later than 10 days thereafter. The applicant may request and the Planning Board may agree to an extension of the time limits in this section, provided that the agreement is in writing and filed with the Town Clerk.
 5. A majority vote of a quorum of the Planning Board shall be required for a decision on a site plan application. The Planning Board's written decision shall consist of either:
 - a. Approval of the site plan based on a determination that the proposed project meets all requirements of this Section 3.6.



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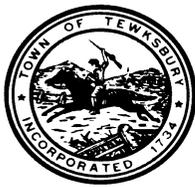
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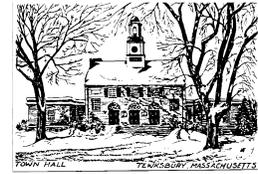
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- b. Denial of the site plan based on a determination that either: i) insufficient information was submitted with the application in order for the Planning Board to adequately review the proposal, or, ii) a determination that the project does not meet the requirements of this Section 3.6 and no reasonable conditions can accomplish the goal of having the application meet those requirements.
 - c. Approval of the site plan subject to conditions, modifications, and reasonable restrictions necessary to ensure compliance with the requirements of this Section 3.6 and to minimize or eliminate impacts on adjacent properties and streets.
6. The Planning Board shall endorse appropriate copies of the approved site plan. One endorsed copy, along with the decision of the Planning Board, shall be transmitted to the Building Commissioner prior to the issuance of a building or occupancy permit.
 7. The Site Plan Review decision shall be recorded with the Registry of Deeds or Land Court Registry prior to issuance of a building permit.
 8. The applicant shall comply with all conditions imposed by the Planning Board on the approval prior to issuance of the occupancy permit, unless otherwise provided for in the approval.
 9. If the public hearing is not convened or a decision is not rendered within the time allowed under this Section 3.6, unless the time has been extended by mutual agreement between the Planning Board and the applicant, the application shall be deemed to have been allowed and the a site plan approval decision shall be issued. The procedures that apply to constructive approval under G.L. c. 40A, § 9, shall apply to this Section 3.6.
- B. Waivers. If requested by the applicant, the Planning Board may waive one or more of the submission requirements or the review criteria for SPR. Any waiver shall be based on just cause and a finding by the Planning Board that the waiver or waivers will not be detrimental to the purpose of this section.
- C. Review Criteria. All applications for SPR shall meet the following criteria unless specifically waived by the Planning Board, and those waivers shall be in writing.
1. Adequacy of the capacity of adjacent streets to accommodate the traffic to be generated by the proposed use.
 2. Adequacy of the public infrastructure to serve the project and the area in the immediate vicinity of the site.
 3. Harmonious relationship of the proposed structures and open space to the existing buildings, natural landscapes, and other community assets in the adjacent area, considering the proposed structure's architectural integrity, relationship to its context and to the street, and relationship to desirable structures elsewhere in Town.
 4. In the Town Center District, conformance with Section 6.4 of this Bylaw, and the degree to which the proposed site layout, building design, landscaping, amenities, and other components of the project address the Town Center Design Guidelines, which shall be maintained on file with the Town Clerk and Department of Community Development.
 5. The proposed use shall have adequate ingress and egress to the property, adequate travel lanes within the property, and shall maximize automotive, pedestrian and bicyclist safety and convenience, off-



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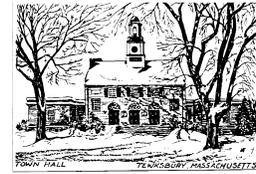
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- street parking and loading, traffic flow and control, and access for fire and safety equipment. The design of the site shall minimize hazardous turning movements.
6. Convenience and safety for people with disabilities, including provision of appropriate parking spaces, handicapped ramps, and other facilities as required by federal and state law.
 7. Protection of adjacent and nearby properties from detrimental site impacts from drainage, flooding, undue and loud sounds, odors, dust, light pollution, and diminished air quality. No point discharges to abutting properties will be created or expanded.
 8. Protection of adjacent properties by minimizing the intrusion of lighting, including parking lot and building exterior lighting, through the use of cut-off luminaries, light shields, lowered height of light poles, screening or similar solutions. Except for architectural and interior-lit signs, all exterior site lighting shall be downcast and shall be directed or shielded to eliminate light trespass onto any street or abutting property and to eliminate direct or reflected glare perceptible to persons on any street or abutting property. All site lighting, including architectural, sign, and parking lot lighting, shall be kept extinguished outside of those business hours established under an approved plan, except for lighting determined to be necessary for site security and the safety of employees and visitors.
 9. Adequacy of parking and loading spaces.
 10. Adequacy of the methods for disposal of waste and recycling, including adequate screening of these facilities.
 11. Provision of appropriate landscaping and other site amenities to enhance the visual quality of the property, to provide a landscaped green space parallel to the property frontage, and to provide screening as necessary of adjacent properties.
 12. Adequacy of the soil erosion plan and any plan for protection of steep slopes, both during and after construction.
 13. If there is more than one building proposed, buildings shall relate harmoniously to each other in architectural style, site location, and building exits and entrances.
 14. Minimizing impacts to tenants and adjacent properties through appropriate restrictions on the hours of operation, deliveries, noise levels, removal of trash and recyclables, or by other appropriate means as determined by the Planning Board.
 15. Demonstrated compliance with all applicable sections of this Bylaw.
- D. SPR Lapse. A SPR approval shall lapse within 3 years from its issuance if substantial use or construction has not commenced within the 3-year period, except for good cause. The Planning Board may grant a one-time extension of the approval for a one-year period upon a finding of good cause, at the written request of the applicant. Such request shall be submitted to the Planning Board prior to the expiration of the SPR approval.
- E. Consultant Fees. The Planning Board may require an applicant to pay a consultant fee upon a finding that additional information is necessary prior to making a decision and that information requires the expertise of an outside consultant. Any applicant aggrieved by the Board's selection of an outside consultant may appeal such decision to the Board of Selectmen. The appeal shall be limited to: a) a claim that the



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consultant has a conflict of interest, or b) the consultant either does not possess an educational degree in or related to the field at issue or does not have 3 or more years of practice in or related to the field. Any unused portion of the fee shall be returned to the applicant.

- F. Bond. For the purposes of securing performance of all proposed work, the Planning Board may require the submission of any of the following: a) a performance bond; b) deposit of money; c) bank passbook; or, d) letter of credit; in an amount determined by the Planning Board to be sufficient to cover the cost of all or a portion of the required improvements.
- G. Appeal. Any person aggrieved by a decision of the Planning Board on a SPR application may appeal the decision within 20 days of the date the decision was filed with the Town Clerk, in accordance with G.L. c. 40A, § 17.

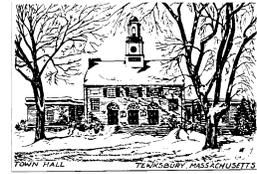
3.6.5. Minor Site Plan Review

- A. Administrative Review. The designee of the Town Manager shall review and act on a Minor SPR application. The Town Manager's designee may include reasonable conditions as part of any approval.
- B. Minor SPR Submittal Procedures. The Applicant shall submit to the Community Development Department, one electronic copy and 6 sets of plans showing the following:
 - 1. A written narrative explaining the proposed changes;
 - 2. Photographs of the existing site or area to be altered; and,
 - 3. A rendering, site plan, plot plan or sketch
- C. Review & Referral to Planning Board. The Town Manager's designee shall submit copies of the application and plans to the appropriate Town departments for their review and comments. They shall have 25 days to respond with comments. The Town Manager's designee may choose to refer any minor site plan review application to the Planning Board, within 30 days of the submission of the application, for Planning Board review and decision. In the event that the Town Manager's designee refers a minor site plan review application to the Planning Board, the Planning Board shall hold a public hearing with notice and issue a written decision to approve, approve with conditions, or deny the site plan within thirty (30) days of receipt of the referral. Alternatively, the applicant may request a minor site plan review to proceed directly to the Planning Board in accordance with the requirements of Section 3.6.4.
- D. Decision. The decision of the Town Manager's designee to approve, approve with conditions, or refer the plan to the Planning Board shall be in writing, and shall be made within 30 days of receipt of a complete application for minor SPR. A copy of the decision shall be filed with the Town Clerk with a copy provided to the applicant.
- E. Building Permit. The Minor SPR application shall not be considered complete, and a building or occupancy permit shall not be issued, until a written approval is issued by the Town Manager's designee. Failure by the Town Manager's designee to take final action or refer the application to the Planning Board within 45 days of receipt shall be deemed to be constructive approval of the Minor SPR, in which case the Building Commissioner may issue a building permit for the proposed use.
- F. The Minor SPR decision need not be filed with the Registry of Deeds.



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- G. Appeal. Any person aggrieved by a decision of the Town Manager’s designee on a minor site plan review application may appeal such decision to the Planning Board within 20 days of the date the decision was filed with the Town Clerk.

3.6.6. Site Plan Modifications

- A. Requests for modifications to an approved site plan shall be processed in accordance with the same procedures as an original SPR application:
 1. any relocation or shifting of structures or parking areas;
 2. any increase in the gross floor area of structures greater than 1000 square feet;
 3. any increase in parking areas by 10 or more spaces;
 4. any changes that require additional water or sewage use or the relocation of utilities;
 5. any increase of impervious area by more than 250 square feet; or
 6. any substantial changes to the architecture of the structures, including changes in building materials, design, and colors.

3.7 REQUEST FOR REASONABLE ACCOMMODATION

3.7.1. Purpose

Under the Federal Fair Housing Act of 1968 (FFHA), as amended, it is a discriminatory practice to refuse to make “a reasonable accommodation in rules, policies, practices, or services when such accommodation may be necessary to afford [a handicapped] person equal opportunity to use and enjoy a dwelling.” 42 U.S.C. § 3604(f)(3)(B). The same standard applies under the Americans with Disabilities Act of 1990, as amended (ADA), which also addresses nonresidential facilities providing services to persons with disabilities. 42 U.S.C. 12112(b)(5). The purpose of this Section 3.7 is to facilitate housing or services for people with disabilities and to comply fully with the spirit and the letter of the FFHA and the ADA.

3.7.2. Applicability

- A. A request for reasonable accommodation under the FFHA or ADA may be made by any person with a disability, their representative, or any entity, when the application of this Bylaw acts as a barrier to fair housing opportunities.
- B. A request for reasonable accommodation may include a modification or exceptions to the rules, standards, and practices for the siting, development and use of housing, including housing with supportive services that would eliminate regulatory barriers and provide a person with a disability equal opportunity to housing of their choice.
- C. A request for a reasonable accommodation does not affect a person’s or provider’s obligations to comply with other applicable laws and regulations not at issue in the requested accommodation.

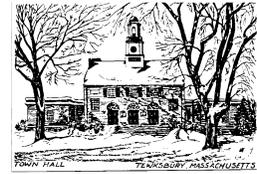
3.7.3. Submission Requirements and Procedures

- A. All requests for reasonable accommodation under the FFHA or the ADA shall be submitted to the ZBA.



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- B. Information. All requests for reasonable accommodation shall be in writing and provide, at a minimum, the following information:
1. Name and address of person(s) or entity requesting accommodation;
 2. Name and address of property owner;
 3. Name and address of dwelling or facility at which accommodation is requested;
 4. Description of the requested accommodation and specific regulation or regulations for which accommodation is sought;
 5. Reason that the requested accommodation may be necessary for the person or persons with disabilities to use and enjoy the premises; and
 6. If the requested accommodation relates to the number of persons allowed to occupy a dwelling, the anticipated number of residents, including facility staff (if any).
- C. If necessary to reach a decision on the request for reasonable accommodation, the ZBA may request further information from the applicant consistent with the FFHA or ADA, specifying in detail the information required.
- D. Procedures Within 45 days from the date of application, the ZBA shall consider the request at an open meeting. Notice may be provided in accordance with G.L. c. 40A, § 11. Any deadlines imposed may be extended upon the request of the applicant and the approval of the Board. The ZBA may seek information from other Town boards, commissions, and departments in assessing the impact of the requested accommodation on the rules, policies, and procedures of the Town. Upon written notice to the ZBA, an applicant for a reasonable accommodation may withdraw the request without prejudice. The ZBA shall consider the following criteria when deciding whether a request for accommodation is reasonable:
1. Whether the requested accommodation would require a fundamental alteration of a legitimate Town policy; and
 2. Whether the requested accommodation would impose undue financial or administrative burdens on the Town government.

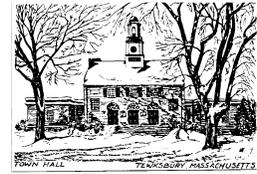
3.7.4. Decision

- A. After conducting an appropriate inquiry into the request for reasonable accommodation, the ZBA may by majority vote:
1. Grant the request;
 2. Grant the request subject to specified conditions; or
 3. Deny the request.
- B. The ZBA shall issue a written final decision on the request in accordance with G.L. c. 40A, § 15. If the ZBA fails to render its decision on a request for reasonable accommodation within the time allotted by G.L. c. 40A, § 15, the request shall be deemed granted. The Board's decision shall be filed with the Town Clerk and sent to the applicant by certified mail.



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3.7.5. Appeal

The Board of Appeal's decision under this section may be appealed to a court of competent jurisdiction in accordance with G.L. c. 40A, s. 17 or otherwise.

3.7.6. File

The ZBA shall maintain a file of all requests for reasonable accommodation under the FFHA or the ADA and a file of all decisions made on such requests. The file(s) may be reviewed in the Office of the ZBA upon request during regular business hours.

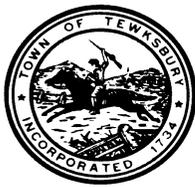
4. ESTABLISHMENT OF DISTRICTS

4.1 DISTRICTS

For purposes of this Bylaw, the Town is divided into the following districts:

4.1.1. Use Districts

- A. Residential
 - 1. Farming (F)
 - 2. Residence 40 (R40)
 - 3. Multifamily (MF)
 - 4. Village Residential (VR)
- B. Business
 - 1. Town Center (TC)
 - 2. Mixed-Use Business (MUB)
 - 3. South Village Business (SB)
 - 4. Westside Neighborhood Business (WNB)
 - 5. General Business (GB)
 - 6. Limited Business (LB)
- C. Office-Industrial
 - 1. Office-Research (OR)
 - 2. Industrial 1 (I1)
 - 3. Industrial 2 (I2)
- D. Other Districts
 - 1. Park (P)
 - 2. Transition (TD)



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4.1.2. Overlay Districts

- A. Flood Plain (FP) District
- B. Ground Water Protection (GWP) District
- C. Interstate Overlay (IO) District
- D. Marijuana Dispensary Overlay (MD) District

4.2 ZONING MAP

Zoning districts are shown on a map entitled "Zoning Map of the Town of Tewksbury" (the Zoning Map) on file in the Office of the Town Clerk. The district boundaries shown on the Zoning Map are part of this Bylaw. Changes to the Zoning District boundaries are made the same way as amendments to the text of the Zoning Bylaw are made. The Zoning Map may include geographical features, streets, notations, and other information to keep the map current and to facilitate orientation.

The Flood Plain District includes all special flood hazard areas within the Town designated as Zone A and AE, on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town are panel numbers 25017C0142E, 25017C0144E, 25017C0163E, 25017C0164E, 25017C0276F, 25017C0277F, 25017C0278F, 25017C0279F, 25017C0281F and 25017C0283F dated July 6, 2016; and 25017C0256F, 25017C0257F, and 25017C0259F dated July 6, 2016 or most recent maps as approved by FEMA. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 6, 2016 or most recent maps approved by FEMA. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commissioner, Conservation Commission and the Town Engineer.

4.2.1. Interpretation of District Boundaries

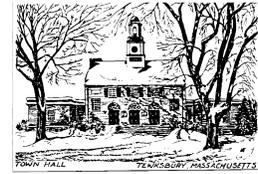
The location of district boundaries shown on the Zoning Map shall be determined as follows:

- A. Where the district boundary lines as shown on the map as approximately following the street lines, of public and private ways or railways, the centerlines of such ways shall be the boundary lines.
- B. Where the district boundary lines are shown approximately on the location of property lot lines and the exact location of property, lot or boundary lines is not indicated by means of dimensions shown in figures, then the property or lot lines shall be the boundary lines.
- C. District boundary lines located outside of street lines and shown approximately parallel thereto shall be regarded as parallel to such street lines. Dimensions shown in figures on the map between boundary lines and street lines are the distance in feet between them; such distances being measured at right angles to the street lines unless otherwise indicated.
- D. In all cases not covered by other provisions of this Section 4.2.1, the location of district boundary lines shall be determined by the distance in feet, if given, from other lines upon said map, by the use of identifications as shown on the map, or by the scale of the map.



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- E. Where the district boundary line follows a stream, lake or other body of water, the boundary line shall be construed to be at the thread or channel of the stream; or at the limit of the jurisdiction of the Town unless otherwise indicated.
- F. Where a district boundary line divides any lot existing at the time the line is adopted, the regulations of any district in which the lot has frontage on a street may be extended not more than 20 feet into the other district.
- G. Whenever any uncertainty exists as to the exact location of a district boundary line, the location of such line shall be determined by the Building Commissioner, provided, however, that any person aggrieved by his decision may appeal to the ZBA.

5. DISTRICT REGULATIONS

5.1 GENERAL PROVISIONS

No building or structure shall be erected and no building, structure, land, or water area shall be used for any purpose or in any manner except in accordance with this Bylaw.

5.2 DISTRICT PURPOSES

5.2.1 Residential Districts

The Town has established 4 residential districts to accommodate a variety of single-family, two-family, and multifamily dwellings, as well as offices in some cases, in locations that are appropriate for the permitted uses and density of development.

- A. Farming (F). The Farming district is the lowest-density district in Town. It includes the historic Tewksbury State Hospital property and surrounding agricultural lands near the center of Town. Development in this district is limited to single-family homes on relatively large lots and some residential accessory uses.
- B. Residence 40 (R40). The R40 district is a low-density residential district intended primarily for development of single-family residential development. The Town discourages intensive land uses, uses that would detract from the single-family residential character of R40 neighborhoods, and uses that would otherwise interfere with the intent of this Bylaw.
- C. Multifamily (MF). The MF district occurs in nodes along Main Street and other main roads in Tewksbury. This district provides for townhouse and multifamily condominium development to ensure that Tewksbury has a variety of housing opportunities for young and senior citizens alike, including affordable housing. All principal uses except single-family and two-family dwellings require SPR with design review by the Planning Board.
- D. Village Residential (VR). The VR district is located in nodes along Main Street approaching the Town Center and around other key intersections on Route 38. It is intended to accommodate a mix of uses, primarily residential, at a higher density than the Town allows in R40 single-family neighborhoods. The higher residential density in VR is designed to encourage compact neighborhoods close to goods and services and the Town Center, and to encourage new, higher-value mixed-use development in these locations. To promote high-quality architectural and site design in these compact neighborhoods, all



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principal uses except single-family and two-family dwellings require Site Plan Review with design review by the Planning Board.

5.2.2. Business Districts

The Town has established 6 business districts to accommodate a variety of commercial, residential, and office uses, mixed uses, and in some cases light industrial uses in settings that range from Main Street to secondary roads and transitional areas between districts. In most cases, permitted uses require SPR by the Planning Board under Sec. 3.4 prior to issuance of a building permit.

- A. Town Center (TC). The Town Center is the civic, social, cultural, and governmental hub of the Town. Development here is intended to respect and enhance the historic architectural fabric of the Town Center, to provide a high quality of goods and services, particularly specialty goods, and to encourage shopping, socializing, and lingering in the district.
- B. Mixed-Use Business (MUB). The MUB is a mixed-use business district located intermittently along Route 38 outside the Town Center. It functions as a commercial gateway and neighborhood business zone, so the intended physical form and use mix in this district are intentionally set to support and enhance, not duplicate, the historic Town Center.
- C. South Village Business (SB). The South Village Business District includes a node of neighborhood commercial activity around the Shawsheen Street/Route 38 and South Street/Route 38 intersections. It is intended to support small-scale, attractive, neighborhood-focused development and business uses that do not require high traffic volume locations.
- D. Westside Neighborhood Business (WNB). The Westside Neighborhood Business district is located along the Woburn Street corridor, which services neighborhoods as well as commuter traffic using Interstate I-495 and the commuter train station nearby in the Billerica. This district is intended to promote well-designed, pedestrian-friendly small business development, attract new investment in larger sites along the corridor, and support the Town's tax base.
- E. General Business (GB). The General Business district includes portions of Main Street/Route 38 that are not zoned for other purposes. This district can support a variety of stores and restaurants serving local and regional customers, and it is intended to provide a significant contribution to the Town's tax base.
- F. Limited Business (LB). The Limited Business District is a small crossroads business district serving residents of South Tewksbury. It provides for a limited mix of business uses and residential uses at a lower density than the Town allows in the commercial and mixed-use districts along Route 38.

5.2.3. Industrial Districts

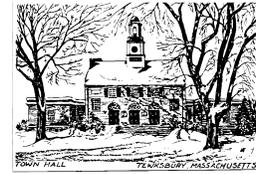
The Town has established 3 districts for office, research, and industrial development.

- A. Office-Research (OR). The Office-Research District is intended for office park or technology park development. It generally encourages office, research and development, high tech, or bioscience uses, especially in "campus" style office and research parks that also offer amenities for employees. The Town discourages uses that would detract from and potentially conflict with the high-value development sought for this district.
- B. Industrial 1 (I1). The Industrial 1 district is a traditional industrial zone for a variety of office, manufacturing, warehouse and distribution, and related uses. Its main purposes are to encourage industries



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to locate and remain in Tewksbury. Uses that could create a high risk of conflict with industrial operations – mainly but not only residential uses – are prohibited.

- C. Industrial 2 (I2). The Industrial 2 district is a small district with use regulations very similar to those for I1 with a few exceptions, mainly that motor vehicle body repair facilities are allowed in I2 but not in I1. It is an industrial district and as such, it supports job creation and retention and is intended to enhance the Town's tax base. Uses that could create a high risk of conflict with industrial operations – mainly but not only residential uses – are prohibited.

5.2.4. Other Use Districts

The Town has established the Park and Transition district to achieve the following purposes.

- A. Park (P). The Park District is intended primarily for parks and other types of public outdoor spaces.
- B. Transition (TD). The Transition District is a small district on Route 38 south of the Town Center. It functions as a residential-limited neighborhood services area. The Town discourages uses that generate high traffic volumes or the level of activity normally associated with commercial areas.

5.3 COMMUNITY DESIGN, DIMENSIONAL, AND DENSITY REQUIREMENTS

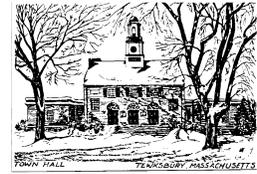
5.3.1. General Requirements

- A. Lots
1. Except as otherwise provided in this Bylaw, not more than one principal structure may be placed on any lot.
 2. No structure may be constructed on any lot that does not have an area in which a circle, the diameter of which is 80% of the minimum lot frontage, tangent to the lot frontage and within all other lot lines, may be located.
 3. No existing conforming or nonconforming lot shall be changed in size or shape except through a public land taking or donation for road widening, drainage, or utility improvements or except where otherwise permitted herein, so as to create a nonconformity or increase the degree of nonconformity that presently exists. If land is subdivided, conveyed, or otherwise transferred in violation of this Section 5, no building or other permit shall be issued for the transferred land until the lot retained meets the requirements of this Bylaw.
 4. Lots of 10,000 square feet or less on which the existing primary residence was erected prior to March 18, 1992, may reduce the 15-foot side and rear setback requirement to 10 feet providing proof is submitted to the Building Commissioner that the lot existed prior to March 18, 1992.
 5. Not more than 50% of the required minimum lot area shall be a wetland resource area subject to protection under G.L. c. 131, § 40. Proposed structures shall be located on the upland portion of the lot.
- B. Setbacks
1. The front yard setback shall be measured from the front building line of any structure to the street line.



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2. Side and rear yards shall be measured from any structure used for a principal use to the nearest lot line, except where the lot line is a street, i.e., a corner lot. In this case, the side setback shall be as required for front yard setback.
- C. Building Height. The limitations on height in feet shall not apply to chimneys, ventilators, skylights, tanks, bulkheads, penthouses, towers, and other building features usually carried above roofs if these features are not used for living purposes; provided, however, that the ZBA may grant a special permit for features higher than 50 feet. This provision shall not apply to wireless communications facilities under the Federal Telecommunications Act or to spires or steeples associated with a religious use.
- D. Corner Lot Clearance. On corner lots, no structures, fence, tree or shrub shall prevent vision clearance in the space between 2 and 8 feet above ground, and these provisions shall apply to the space between the corner and the line joining the 2 points 15 feet from the corner, measured on the lot lines.
- E. Accessory Structures
 1. An accessory building or structure shall not exceed 1-1/2 stories nor 20 feet in height above the average grade around the structure.
 2. No accessory building or structure, except a permitted sign or roadside stand, shall be located within a required front yard setback.
 3. A detached accessory structure shall be located on the same lot and behind the front building line of the principal building; and further, it shall not be located nearer than 10 feet from the principal building and shall be located at least 10 feet from any side or rear lot line.
 4. An accessory building attached to its principal building or within 10 feet of it shall be considered an integral part thereof and as such shall be subject to the front, side, and rear yard requirements applicable to the principal building.
 5. Fences not exceeding 6 feet and flag poles not exceeding 20 feet shall be exempt from the setback requirements of this Section. Fences that serve as a buffer between abutting residential and industrial /commercial uses and between industrial and commercial uses may exceed 6 feet with approval of the Planning Board and are not subject to setback requirements. In no event shall a fence over 6 feet in height be permitted on a residential property abutting another residential use.
 6. Swimming pools, game courts, and the like are accessory structures and shall comply with the State Building Code and all applicable setback requirements of this Bylaw.



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7.

5.3.2. Residential Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Residential Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft)	Minimum Side & Rear Setbacks (Ft)
F	1.5 acres	150	50/NA	15
R40	1.0 acre	150	25/NA	15
MF ^F	1.0 acre	150 ^A	25 ^B NA	15
VR	1.0 acre ^E	50	20/40	10 ^D
DISTRICT	Maximum Height (Stories) ^F	Maximum Height (Ft) ^F	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
F	2.5	35	N/A	20%
R40	2.5	35	N/A	15% ^C
MF	3.0	45	20%	N/A
VR ^F	2.5	35	15%	30%

NOTES:

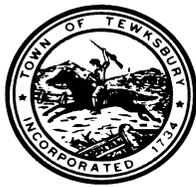
- ^A May be reduced to 40 feet by special permit.
- ^B Does not apply to multifamily dwellings by special permit.
- ^C For a lawfully preexisting lot with 15,000 square feet or less of land, the maximum building coverage shall be 20 %.
- ^D May be reduced to 0 feet by special permit to accommodate “zero lot line” development.
- ^E May be reduced to a minimum of 7,500 square feet by special permit.
- ^F Planning Board may approve a maximum height increase to 4 stories and 50 feet encourage a mix of housing and affordable housing.

5.3.3. Business Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Business Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

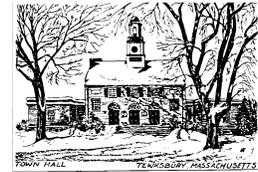
A. Table of Requirements

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft) ^{A, B}	Minimum Side & Rear Setbacks (Ft) ^C
TC				
Major Project	40,000 sq. ft.	150	--- / 20	15 / 25
All Other	10,000 sq. ft.	80	--- / 20	10 / 10
MUB	10,000 sq. ft.	50	--- / 20	15 / 10
SB	15,000	100	25 / 40	15
WNB	1.0 acre	150	25 / NA	15
GB	1.0 acre	150	--- / 40	15
LB	1.0 acre	150	25 / NA	15



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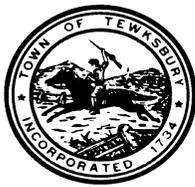
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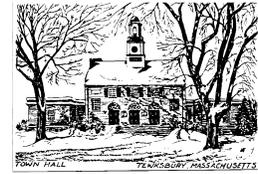
DISTRICT	Minimum Lot Width-Depth Ratio	Additional Side/Rear Setback for 4th Story (Ratio) ^D	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
TC				
Major Project	1:4	0.60	20%	30%
All Other	1:3	---	10%	30%
MUB	---	---	15%	30%
LB	---	---	25%	20%
WNB	---	---	30%	25%
SB	---	---	30%	30%
GB	1:3	---	20%	30%
DISTRICT	Maximum Height (Stories) ^E	Maximum Height (Ft) ^F	Minimum/Maximum Ground Floor Height (Ft) ^{E, F}	Minimum Upper-Story Height, ^F
TC				
Major Project	4	48	12 / 15	10
All Other	3	40	12 / 15	10
MUB	2.5	40	12 / 15	10
SB	2.5	40	---	---
WNB	2.5	35	---	---
SB	2.5	35	---	---
GB	2.5	35	---	---
LB	2.5	35	---	---
-----Window Transparency -----				
DISTRICT	Minimum Façade Buildout (% Frontage)	Ground Front	Ground Side (%)	Upper-Story Front/Side (%)
TC				
Major Project	80%	75%	25%	25%
All Other	75%	65%	25%	25%
MUB	75%	50%	20%	20%
SB	----	----	----	----
WNB	----	----	----	----
GB	60%	40%	20%	----
LB	----	----	----	----
DISTRICT	Street-Facing Entrances, Maximum Separation (Ft)	Minimum Depth, Commercial Tenant Spaces (Ft)	Maximum Length Blank Wall (Ft)	
TC				
Major Project	50	30	20	
All Other	40	25	30	
MUB	50	25	36	
SB	----	----	40	
WNB	----	----	40	
GB	---	25	40	
LB	----	----	40	

A. Measured from the curb to the front building line.



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- B. In a development with more than one building in the TC and MUB, the maximum front setback shall not apply to any building located behind another building as long as the forward most buildings on the lot comply with the maximum front setback. A single building with a large flagship tenant, such as a theatre, may also have a deeper front setback if the entrance to the large tenant is wrapped with liner shops that comply with the subdistrict's front setback requirement.
- C. Minimum rear setback shall be 50' on lots abutting the R40 District.
- D. Ratio is the additional side or rear yard length (feet) to the height (feet) of the 4th story.
- E. Upper stories shall be at least 2/3 of the floor area of the first story. On a 4-story building in the TC district, the 4th floor stepped back a minimum of 6 feet. A height of 5 stories and 60 feet may be allowed by special permit from the Planning Board if stepped back from the 4th floor by a minimum of 6 feet.
- F. In the Business Districts, height in feet shall be measured floor to floor.

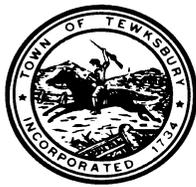
B. Supplemental Regulations for Business Districts

1. Development in the Town Center District shall comply with the additional requirements in Section 6.4. Where any conflict exists between this Section 5.33 and Section 6.4, the latter shall control.
2. Structures may be allowed in the Business Districts in excess of 35 feet or 2 ½ stories by special permit from the Planning Board. In no event shall a special permit be issued for structures exceeding 60 feet or 5 stories.
3. No automobile sales agency or any retail business establishment catering principally to the automobile trade shall locate or park any motor vehicle(s) less than 15 feet from any property line or locate any stands or structures less than 50 feet from any established street line, except for signs as regulated elsewhere in this Bylaw.
4. More than one principal nonresidential structure may be erected on a lot by special permit from the Planning Board, subject to Section 3.4 of this Bylaw and the following conditions:
 - a. No principal building shall be located in relation to another principal building on the same lot, or on an adjacent lot, so as to cause danger from fire;
 - b. All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
 - c. All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.

5.3.4. Industrial Districts

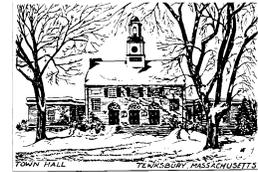
The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Industrial Districts. Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the tables to which they relate.

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft)	Minimum Side & Rear Setbacks (Ft) ^A
OR	1.0 acre	150	50	25
I1	1.0 acre	150	50	25
I2	1.0 acre	150	50	25



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DISTRICT	Maximum Height (Stories) ^B	Maximum Height (Ft) ^B	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
OR	5	60	25	40
I1	3	40	20	35
I2	3	40	20	35

A. Where lots abut the R40 district, the minimum side and rear setback shall be 100 feet.
B. Except that in the I1 and I2 districts, the Planning Board may grant a special permit to increase the maximum building height to 5 stories and 60 feet.

5.3.5. Other Use Districts

The dimensional and density requirements in this Section apply to principal and accessory uses and structures in the Transition District (TD) and Park District (P). Where exceptions and additional requirements apply to a district or set of districts, they are placed immediately following the table.

DISTRICT	Minimum Lot Area	Minimum Frontage (Feet)	Minimum/Maximum Front Setback (Feet)	Minimum Side & Rear Setbacks (Feet)
TD	1.0 acre	150	25	15
P	1.0 acre	150	50	15

DISTRICT	Maximum Height (Stories)	Maximum Height (Feet)	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
TD	2.5	35	20	15
P	2.5	35	----	----

5.4 USE REGULATIONS

5.4.1. Permitted in All Districts

The following uses are permitted in all districts:

- A. Federal government use.
- B. State government uses to the extent that this Bylaw would prohibit the exercise of an essential government function.
- C. Uses to the extent protected or exempt pursuant to G.L. c. 40A, § 3 or other state law.
- D. Municipal uses.

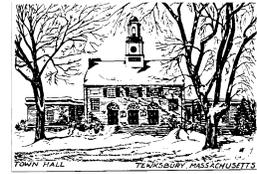
5.4.2. Prohibited Uses

- A. Any use not listed in Section 5, Appendix A, or otherwise allowable under the provisions of this Bylaw shall be deemed prohibited.
- B. All uses that pose a present or potential hazard to human health, safety, welfare, or the environment through emission of smoke, particulate matter, noise or vibration, or through fire or explosive hazard, or glare, are expressly prohibited in all districts.
- C. The following uses are specifically prohibited:



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1. Garbage and refuse incineration or disposal otherwise of material not originating on the premises.
2. Distillation of bones, rendering of fat or reduction of animal matter.
3. Manufacturing of glue; oil refining; bulk storage of petroleum products.
4. Foundries, manufacture of large machine parts, metal working.
5. Tanneries.
6. Manufacture of cement products and cement mixing.
7. Processing, storage and distribution of asphalt products;
8. Sorting, baling and storage of waste paper, rags or junk.
9. The dismantling of motor vehicles.
10. Slaughterhouses.
11. Custom Slaughterhouses that are not exempt from regulation under 105 CMR 500.000.
12. Sand, gravel and stone processing plants.
13. Trailer parks and mobile homes.
14. Airports.
15. Solid waste resource recovery facility, recycling, waste transfer stations.
16. Piggeries. [except in the Farming District as per AG 12/23/03 Case # 2713]
17. Transportation or freight terminals.
18. Truck stops.
19. Marijuana Retailers. Consistent with G.L. c. 94G, § 3(a)(2), all types of marijuana retailers as defined in G.L. c. 94G, § 1, including all types of licensed marijuana retail-related businesses, shall be prohibited within the Town.

5.4.3. Table of Uses

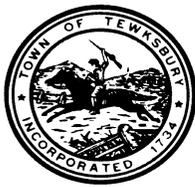
See Appendix A for the Table of Uses for all districts.

5.4.4. Classification under More than One Use

Where an activity may be classified as more than one of the principal uses listed in the Table of Uses. The more specific classification shall determine permissibility. If equally specific, the more restrictive shall govern.

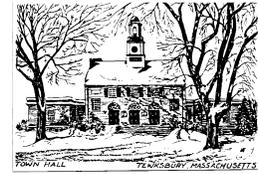
5.4.5. Accessory Uses and Structures; General

- A. An accessory use shall not alter the character of the premises on which it is located or have an adverse impact on the surrounding area.



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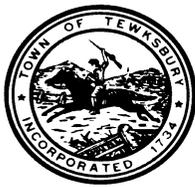
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- B. Permitted accessory uses. The following accessory uses are specifically permitted as of right or by special permit in any district:
1. Accessory scientific uses. Whether or not located on the same parcel as activities permitted as a matter of right, uses that are necessary in connection with scientific research or scientific development or related production may be allowed by special permit from the Planning Board provided the Board finds that the proposed use does not substantially derogate from the public good.
 2. Boarders in single-family dwelling. The renting of rooms or furnishing of board to not more than 2 people in an owner-occupied single-family dwelling shall be a permitted accessory use.
 3. A satellite dish for reception of microwave signals from geostationary satellites is allowed subject to the following regulations:
 - a. The satellite dish shall consist of a parabolic reflector (microwave dish) with a microwave receiver at the reflector focus. Satellite dishes are permitted in any district provided that they shall not exceed 2 feet in diameter. In districts other than R40 a satellite dish larger than 2 feet in diameter may be authorized by special permit from the ZBA.
 - b. The satellite dish shall be permanently mounted on the ground on a concrete slab or piers and set back from lot lines as an accessory structure in conformance with this Bylaw;
 - c. The manufacturer or a structural engineer shall certify to the Building Department that the satellite dish and its support is satisfactory to withstand wind speeds to 100 miles per hour without being carried away;
 - d. The antenna and its base shall not be located in the front yard or within 50 feet of any public way.
 - e. For lots 20,000 square feet or less, the Building Commissioner shall require screening such as fences or shrubs where the antenna is visible from abutting lots.
- C. Nonresidential accessory uses.
1. Any use permitted as a principal use is also permitted as an accessory use, unless allowed elsewhere in this Bylaw, provided the use is customarily incidental to the main or principal building or use of the land. Any use authorized as a principal use by special permit may also be authorized as an accessory use by special permit provided the use is customarily incidental to the main or principal building or use of the land. Accessory uses are permitted only in accordance with lawfully existing principal uses. In all instances where SPR is required for a principal use, the addition of any new accessory use to the principal use, where the addition exceeds the thresholds in Section 3.4 shall also require SPR.
 2. The outdoor display and/or storage of goods and merchandise for sale is permitted only when the display and/or storage is wholly incidental and secondary to the primary use conducted within the permanent structure on the lot. No such display and/or storage may occur in delineated parking spaces, traffic lanes, crosswalks, sidewalks or public ways. No additional signs are permitted except as otherwise provided.



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- D. Prohibited accessory uses. The following accessory uses are specifically prohibited.
1. A truck box, conex box, or steel storage unit shall not be deemed a permissible accessory structure or use.
 2. Accessory use of any premises and in any zone shall not be construed to mean more than one (1) unregistered vehicle and no more than 1 unregistered vehicle may be placed, parked or maintained on any property in the Town in any zone, unless the owner of such property has a Class I, II or III license in accordance with G.L. c. 140, §§ 57-69 inclusive. No unregistered motor vehicle may be stored or maintained upon any premises within 50 feet from a street, public way or way laid out on a recorded plan. The ZBA may, by special permit, vary these requirements.
 3. No trailer, trailer coach, trailer coach parks, mobile home, or other closed vehicle furnished for housekeeping and designed to be pulled behind another vehicle shall cause the same to be placed upon any premises in any district in Tewksbury except when a residence destroyed by fire or natural disaster is being rebuilt in accordance with G.L. c.40A, § 3. However, nothing in this section shall prevent the Building Commissioner from granting permission to locate a mobile home or trailer home on a construction site for use as a temporary office for not more than 6 months. A recreational camper or mobile trailer used only for recreational purposes is a permitted accessory residential use provided that it shall not be inhabited or used as a dwelling.
 4. Where accessory to a principal residential use, the following are prohibited:
 - a. Commercial kennels;
 - b. Contractor's yard for the storage of building materials, equipment, and/or commercial vehicles over 10,000 pounds gross vehicle weight;
 - c. Commercial landscaping equipment, materials, supplies, and/or commercial vehicles over 10,000 pounds gross vehicle weight;
 - d. Commercial auto repair or service.

5.5 FLOODPLAIN DISTRICT

5.5.1. Purposes

Statement of Purpose. The purposes of the Floodplain District are to:

- A. Ensure public safety through reducing the threats to life and personal injury.
- B. Eliminate new hazards to emergency response officials;
- C. Prevent the occurrence of public emergencies resulting from water quality, contamination, and pollution due to flooding;
- D. Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding;
- E. Eliminate costs associated with the response and cleanup of flooding conditions;
- F. Reduce damage to public and private property resulting from flooding waters.

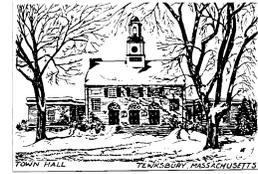
5.5.2. Floodplain District Boundaries

The Floodplain District is herein established as an overlay district and consists of all areas shown on the Zoning Map under Section 4.2. The District includes all the special flood hazard areas within the Town of Tewksbury Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency



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(FEMA) for the administration of the National Flood Insurance Program (NFIP). The exact boundaries of the District shall be defined by the 1% chance base flood elevations shown on the FIRM and further defined by the Middlesex County Flood Insurance Study (FIS) report dated July 6, 2016. The FIRM and FIS are incorporated herein by reference and are on file with the Town Clerk, Planning Board, Building Commissioner, Conservation Commission and the Town Engineer.

5.5.3. Base Flood Elevation and Floodway Data

- A. Floodway data. In Zone A, A1-30 and AE along watercourses that have not had a regulatory floodway designated, the best available Federal, State, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- B. In Zone AE, along watercourses that have a regulatory floodway within the Town of Tewksbury as designated on the Middlesex County Flood Insurance Rate Maps, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- C. Requirement to submit new technical data. If the Town acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the Town will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

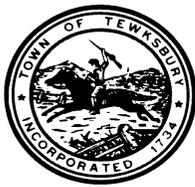
FEMA Region I Risk Analysis Branch Chief, 99 High St., 6th floor, Boston, MA 02110

And copy of notification to: Massachusetts NFIP State Coordinator, MA Dept. of Conservation & Recreation, 251 Causeway Street, Boston, MA 02114.

5.5.4. Notification of Watercourse Alteration

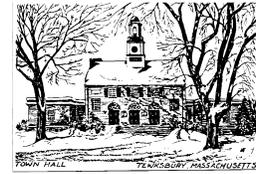
In a riverine situation, the Building Commissioner shall notify the following of any alteration or relocation of a watercourse:

- A. Adjacent Communities, especially upstream and downstream
- B. NFIP State Coordinator-Massachusetts Department of Conservation and Recreation, 251 Causeway Street, 8th Floor, Boston, MA 02114
- C. NFIP Program Specialist- Federal Emergency Management Agency, Region 1, 99 High Street, 6th Floor, Boston, MA 02110



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5.5.5. Variances

- A. Variance to building code floodplain standards. The Town will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files. The Town shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.
- B. Variances to local Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP). A variance from these floodplain bylaws must meet the requirements set out by State law, and may only be granted if: 1) Good and sufficient cause and exceptional non-financial hardship exist; 2) the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and 3) the variance is the minimum action necessary to afford relief.

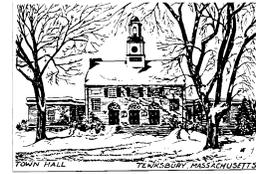
5.5.6. Other Use Regulations

- A. Permits are required for all proposed development in the Floodplain District. The Town requires a permit for all proposed construction or other development in the floodplain district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties. Existing contour intervals of site and elevations of existing structures must be included on plan proposal.
- B. Assure that all necessary permits are obtained. Town's permit review process includes the use of a checklist of all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain district. The proponent must acquire all necessary permits, and must submit the completed checklist demonstrating that all necessary permits have been acquired.
- C. Subdivision proposals. All subdivision proposals and development proposals in the floodplain overlay district shall be reviewed to assure that:
 - 1) Such proposals minimize flood damage.
 - 2) Public utilities and facilities are located & constructed so as to minimize flood damage.
 - 3) Adequate drainage is provided.
- D. Base flood elevation data for subdivision proposals. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.
- E. Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A as the basis for elevating residential structures to or above base flood level,



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for flood proofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

- F. AO and AH zones drainage requirements. Within Zones AO and AH on the FIRM, adequate drainage paths must be provided around structures on slopes, to guide floodwaters around and away from proposed structures.
- G. Recreational vehicles. In A1-30, AH, and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

5.5.7. Administration and Enforcement

- A. In order to insure the proper administration of the Floodplain District, the Town of Tewksbury hereby designates the Building Commissioner to be the official floodplain administrator for the Town of Tewksbury.
- B. Enforcement. See Section 3.2 of this Bylaw.

5.5.8. General Provisions

- A. The floodplain management regulations found in this Floodplain District section shall take precedence over any less restrictive conflicting local bylaws or regulations.
- B. The degree of flood protection required by this bylaw is considered reasonable but does not imply total flood protection.
- C. If any section, provision or portion of this bylaw is deemed to be unconstitutional or invalid by a court, the remainder of the bylaw shall be effective.

5.6 GROUNDWATER PROTECTION DISTRICT (including the SBDA Plume Area and the SBDA Buffer Zone districts)

5.6.1. Purpose

The purpose of this Groundwater Protection District (including the SBDA Plume Area and the SBDA Buffer Zone districts) is to promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town; preserve and protect existing and potential sources of drinking water supplies; conserve the natural resources of the Town; prevent temporary and permanent contamination of the environment; and prohibit or limit certain groundwater activities or uses within the SBDA Plume Area and the SBDA Buffer Zone that may impair the protectiveness of the federal Selected Remedy for the Sutton Brook Disposal Area Superfund Site.

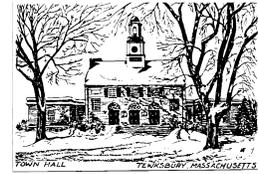
5.6.2. Scope of Authority

- A. Overlay. The Groundwater Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities or uses in a portion of one of the underlying zoning districts which fall within the Groundwater Protection District must additionally comply with the requirements of this district. Uses prohibited in the underlying zoning districts shall not be permitted in the Groundwater Protection District.



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- B. Location. The Groundwater Protection District shall be defined as all lands within the Town that are delineated as Zone II on the map titled “Town of Tewksbury Zone II Delineation” and dated September 2001, which map(s), as amended from time to time, shall be kept on file with the Town Clerk, the Planning Board, the Building Commissioner, the Board of Health, and the Town Engineer. Additionally, a section in the southeasterly part of Town protecting a Town of Wilmington aquifer is included in the Groundwater Protection District.

The SBDA Plume Area shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled “SBDA Plume Area and SBDA Buffer Zone Properties” and dated February 2021 prepared by GEOSyntec Consultants, as approved by EPA. The extent of the SBDA Plume Area is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this bylaw will be amended to replace the then current map with the updated map.

The SBDA Buffer Zone shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled “SBDA Plume Area and SBDA Buffer Zone Properties” and dated February 2021 prepared by GEOSyntec Consultants, as approved by EPA. The extent of the SBDA Buffer Zone is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this bylaw will be amended to replace the then current map with the updated map.

- C. If the location of the District, the SBDA Plume Area and/or the SBDA Buffer Zone boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a special permit application to the Planning Board. Any application for a special permit for this purpose shall be accompanied by adequate documentation as determined by the Planning Board. The burden of proof shall be upon the owner(s) of the land to show where the bounds should be located. At the request of the owner(s), the Town may engage a professional engineer, hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district, the SBDA Plume Area and/or the SBDA Buffer Zone with respect to individual parcels of land, and may charge the owner(s) for the cost of the investigation. Any changes to the Zone II or Zone III delineation via this process must occur in conformance with the criteria set forth in 310 CMR 22.00 and must be approved by the Massachusetts Department of Environmental Protection (MassDEP).

5.6.3. Development Regulations

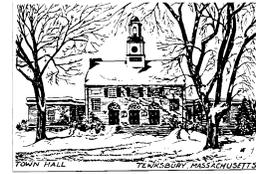
In the Groundwater Protection District, the following regulations shall apply.

- A. Permitted Uses. The following uses are permitted within the Groundwater Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:
1. Conservation of soil, water, plants, and wildlife.
 2. Outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted.
 3. Foot, bicycle and/or horse paths, and bridges.



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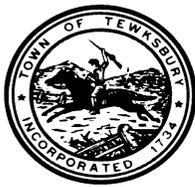
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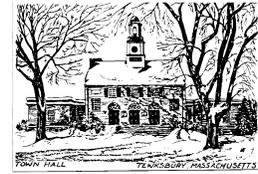
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4. Normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices.
 5. Maintenance, repair, and enlargement of any existing structure, subject to Section B (prohibited uses) and Section C (special permitted uses).
 6. Residential development, subject to section b (prohibited uses) and section c (special permitted uses).
 7. Farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section B (prohibited uses) and Section C (special permit uses).
 8. Construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels.
 9. Underground storage tanks related to these activities are not categorically permitted.
- B. Prohibited Uses. The following uses are prohibited in the Groundwater Protection District:
1. Landfills and open dumps as defined in 310 CMR 19.006.
 2. Automobile graveyards and junkyards, as defined in G.L. c. 140B, §1.
 3. Landfills receiving only wastewater and/or septage residuals including those approved by the Department pursuant to G.L. c. 21, §26 through 53; G.L. c. 111, §17; G.L. c. 83, §6 and 7, and regulations promulgated thereunder.
 4. Facilities that generate, treat, store, or dispose of hazardous waste that are subject to G.L. c. 21C and 310 CMR 30.00, except for the following:
 - a. Very small quantity generators as defined under 310 CMR 30.000;
 - b. Household hazardous waste centers and events under 310 CMR 30.390;
 - c. Waste oil retention facilities required by G.L. c. 21, § 52A; and,
 - d. Water remediation treatment works approved by DEP for the treatment of contaminated ground or surface waters.
 5. Petroleum, fuel oil, and heating oil bulk stations and terminals including, but not limited to, those listed under North American Industry Classification System (NAICS) Code 454310. NAICS Codes are established by the U.S. Office of Management and Budget (OMB) and may be determined by referring to the most recent edition of the *NAICS Manual*, available from the U.S. Census Bureau.
 6. Storage of liquid hazardous materials, as defined in G.L. c. 21E, or liquid petroleum products unless such storage is:
 - a. Above ground level, and,
 - b. On an impervious surface; and,
 - c. Either: (i) in container(s) or above ground tank(s) within a building, or; (ii) outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and



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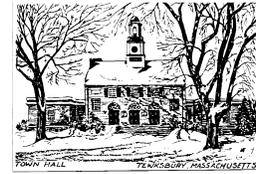
operated to hold either 10% of the total possible storage capacity of all containers, or 110% of the largest container's storage capacity, whichever is greater; and,

- 310 CMR allows for the replacement of existing tanks/systems for the keeping, storage or dispensing of gasoline; and,
 - 310 CMR exempts above-ground home heating oil systems from the containment requirement, and indoor tanks on impervious surfaces such as a basement floor, are allowed.
7. Storage of sludge and septage, unless such storage complies with 310 CMR 32.30 and 310 CMR 32.31.
 8. Storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate.
 9. Storage of animal manure unless covered or contained in accordance with the specifications of the Natural Resource Conservation Service.
 10. Earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material (including mining activities) to within 4 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works.
 11. Discharge to the ground of non-sanitary wastewater including industrial and commercial process waste water, except:
 - a. the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works;
 - b. treatment works approved by the Department of Environmental Protection designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13); and,
 - c. publicly owned treatment works.
 12. Stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the district.
 13. Storage of commercial fertilizers, as defined in G.L. c. 128, § 64, unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate.
 14. The rendering impervious of greater than 15% or 2,500 square feet of any lot, whichever is greater, except under the special permit provisions of Subsection C below.
- C. Uses and Activities Requiring a Special Permit in the Groundwater Protection District. The following uses and activities are permitted in the Groundwater Protection District only upon the issuance of a special permit by the Planning Board who may impose conditions to ensure compliance with Section 5.6.
1. Enlargement or alteration of existing uses that do not conform to the Groundwater Protection District.



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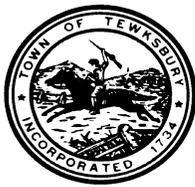
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2. Activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under Subsection B above). These activities shall require a special permit to prevent contamination of groundwater.
3. A system of storm water management and artificial recharge of precipitation must be designed, and approved by the Planning Board to: prevent untreated discharges to wetland and surface water; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; not result in significant degradation of groundwater; reduce suspended solids and other pollutants to improve water quality and provide increased protection of sensitive natural resources. These standards may be met using the following or similar best management practices:
 - a. For lots occupied, or proposed to be occupied, by single- or two-family residences, recharge shall be attained through site design that incorporates natural drainage patterns and vegetation in order to maintain pre-development stormwater patterns and water quality to the greatest extent possible. Stormwater runoff from rooftops, driveways and other impervious surfaces shall be routed through grassed water-quality swales, as sheet flow over lawn areas, or into constructed stormwater wetlands, sand filters, organic filters and/or similar systems capable of removing nitrogen from stormwater.
 - b. For lots occupied, or proposed to be occupied by other uses, a stormwater management plan shall be developed which provides for the artificial recharge of precipitation to groundwater through site design that incorporates natural drainage patterns and vegetation, and through the use of constructed (stormwater) wetlands, wet (detention) ponds, water quality swales, sand filters, organic filters, or similar site-appropriate best management practices capable of removing nitrogen and other contaminants from stormwater. The stormwater management plan shall meet the Stormwater Management Standards and technical guidance contained in the most recent version of the Massachusetts Department of Environmental Protection's Stormwater Management Handbook, for the type of use proposed, and the soil types present on the site. Such runoff shall not be discharged directly to rivers, streams, and other surface water bodies, wetlands, or vernal pools. Dry wells shall be prohibited.
 - c. Except when used for roof runoff from non-galvanized roofs, all infiltration facilities (including wetlands, ponds, and swales) shall be preceded by oil, grease and sediment traps or other best management practices to facilitate control of hazardous materials spills and removal of contamination, and to avoid sedimentation of treatment and leaching facilities.
 - d. All artificial recharge systems shall be maintained in full working order by the owner(s), under the provisions of an operations and maintenance plan approved by the Planning Board to ensure that systems function as designed. Artificial recharge systems shall be located at least 100 feet from drinking water wells. Any infiltration basins or trenches shall be constructed with a minimum separation of 3 feet between the bottom of the structure and maximum groundwater elevation. The Planning Board may allow for a reduction of this separation based upon the submittal of sufficient information so long as it would not exceed the requirements of the Department of Environmental Protection's Stormwater Management Policy in effect at the time of the application.



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- D. Prohibited Uses in the SBDA Plume Area District. The following additional activities and uses are prohibited in the SBDA Plume Area district; except if performed by or on behalf EPA or MassDEP pursuant to CERCLA or Chapter 21E, the Performing Parties as required pursuant to the Consent Decree, or the operator of the existing solar energy facility as permitted by MassDEP:
1. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
 2. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.
 3. Any activity or use which would interfere with, or would be reasonably likely to interfere with, systems and studies to monitor implementation of the CERCLA Selected Remedy for the Site, or to provide long-term environmental monitoring of on-site groundwater including all monitoring wells.
- E. Uses and Activities Requiring a Special Permit in the SBDA Buffer Zone District. The following uses and activities are permitted in the SBDA Buffer Zone, only upon the issuance of a Special Permit by the Special Permit Granting Authority (SPGA) under such conditions as they may require:
1. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
 2. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.

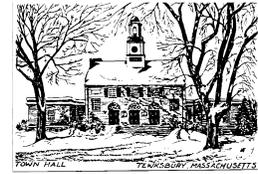
5.6.4. Administrative Procedures

- A. The special permit granting authority under this Section 5.6 shall be the Planning Board. Submission requirements shall be in accordance with the Planning Board's Rules and Regulations and Section 3.5 of this Bylaw.
1. The Planning Board shall require any person applying for a Special Permit for activities in the SBDA Buffer Zone district to submit a duplicate of such application to EPA Region 1 (to the attention of the Project Manager for Sutton Brook Disposal Area Superfund Site, Massachusetts Superfund Section), with a copy to MassDEP (to the attention of the Bureau of Waste Site Cleanup-Boston, Federal Sites Program) 30 days in advance of filing such application and to include a written, dated acknowledgement of receipt from each agency. The Planning Board shall not consider any such application to be complete for purposes of review without such acknowledgement.
 2. EPA, after a reasonable opportunity for MassDEP review and comment, will then submit a letter to the Planning Board for consideration prior to the end of the 35 days referenced in subsection 5.6.4.B.
- B. Upon receipt of the special permit application, the Planning Board shall transmit one copy each to the Board of Health, the Conservation Commission, Fire Department, Police Department, Building Commissioner, Town Manager, Planning Board and Department of Public Works for their written recommendations. Each agency listed shall, within 35 days after the plan is filed, report to the Planning Board, in writing, their approval or disapproval of the subject application. In the event of disapproval, the agencies shall make specific findings and reasons therefore, and, where possible, shall make recommendations for the adjustment thereof.



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- C. The Planning Board may grant a special permit if it determines, in conjunction with the Board of Health, the Conservation Commission, and the Department of Public Works, that the requirements of this Section 5.6 are met, provided that the Board finds that the proposed use meets the following standards, those specified in Section 5.6.3, and any regulations or guidelines adopted by the Board. The proposed use must:
1. In no way, during construction or thereafter, adversely affect the existing or potential quality of quantity of water that is available in the Groundwater Protection District; and,
 2. Be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.
- D. The Planning Board shall not grant a special permit under this Section 5.6 unless the petitioner's application materials include, in the Board's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The Planning Board shall document the basis for any departures from the recommendations of the other Town boards or agencies in its decision.
- E. For those activities or uses proposed in the SBDA Buffer Zone district, in addition to the requirements set forth above, each application shall include the following:
1. an evaluation by an appropriately trained and licensed professional of the impact of any proposed extraction or infiltration of groundwater to demonstrate that it would not substantially alter the then existing groundwater elevation contours (zone of influence and/or groundwater mounding) or the then existing boundary of the SBDA Plume Area, and
 2. sampling and analysis by an appropriately trained and licensed professional of any groundwater proposed for extraction as necessary to demonstrate that use of such groundwater for its intended purpose would not violate any applicable health or safety requirement.

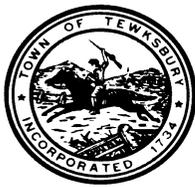
5.7 MARIJUANA DISPENSARY OVERLAY DISTRICT

5.7.1. Purpose

- A. To provide for the establishment of Registered Marijuana Dispensaries in appropriate places and under strict conditions in accordance with the passage of Chapter 369 of the Acts of 2012, An Act for the Humanitarian Medical Use of Marijuana.
- B. To minimize the adverse impacts of Registered Marijuana Dispensaries on adjacent properties, residential neighborhoods, schools, and other places where children congregate, and other potentially incompatible land uses.
- C. To regulate the siting, design, placement, security, safety, monitoring, modification, and removal of Registered Marijuana Dispensaries.

5.7.2. District Boundaries

The boundaries of the Marijuana Dispensary Overlay District shall be as shown on the Zoning Map under Section 4.2.



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5.7.3. Applicability

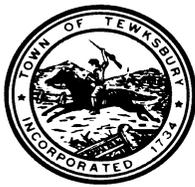
- A. Unless exempt as an agricultural use under G.L. c. 40A, § 3, the cultivation, production, processing, assembly, packaging, retail or wholesale sale trade, distribution, or dispensing of marijuana for medical use is prohibited unless authorized under a Special Permit from the Planning Board under this Section 5.7.
- B. Nothing in this Bylaw shall be construed to supersede federal and state laws governing the sale and distribution of narcotic drugs.

5.7.4. General Requirements and Conditions for all Registered Marijuana Dispensaries

- A. No Registered Marijuana Dispensary shall be located within 1,200 feet of any school, church, child care center, or other location where children generally congregate, provided these facilities existed in their current location prior to the effective date of this Bylaw.
- B. A Registered Marijuana Dispensary may not be located in buildings that contain any medical doctor's office or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.
- C. The hour of operation of Registered Marijuana Dispensaries shall be set by the Planning Board, but in no event shall they be open or operating between the hours of 8:00 PM and 8:00 AM.
- D. No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a Registered Marijuana Dispensary.
- E. No Registered Marijuana Dispensary shall be located inside a building containing residential units, including transient housing such as motels, hotels and dormitories, or inside a movable or mobile vehicle such as a van or truck.
- F. Signage for the Registered Marijuana Dispensary shall include the following language: "Registration card issued by the Massachusetts Department of Public Health required." The required text shall be a minimum of 2 inches in height.
- G. Registered Marijuana Dispensaries shall provide the Tewksbury Police Department, Building Commissioner, and the Planning Board with the names, phone numbers and email addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the dispensary.

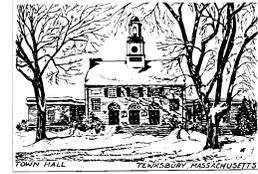
5.7.5. Special Permit Requirements

- A. A Registered Marijuana Dispensary may only be allowed by special permit from the Planning Board acting in accordance with Section 3.5 of this Bylaw and G.L. c. 40A, § 9, subject to the following statements, regulations, requirements, conditions and limitations.
- B. A special permit for a Registered Marijuana Dispensary shall be limited to one or more of the following uses that shall be prescribed by the Planning Board:
 - 1. Cultivation of Marijuana for Medical Use (horticulture) [special permit not required for sites meeting agricultural exemption standards found in G.L. c. 40A, § 3];



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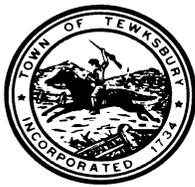
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2. Processing and packaging of Marijuana for Medical Use, including Marijuana that is in the form of smoking materials, food products, oils, aerosols, ointments, and other products;
 3. Retail sale or distribution of Marijuana for Medical Use to Qualifying Patients; and,
 4. Wholesale sale of Marijuana for Medical Use to other Registered Marijuana Dispensaries located in Town or in another municipality in Massachusetts.
- C. In addition to the application requirements normally required for a special permit under Section 3.5, a special permit application for a Registered Marijuana Dispensary shall include the following:
1. The name and address of each owner of the dispensary;
 2. Copies of all required licenses and permits issued to the applicant by the Commonwealth and any of its agencies for the dispensary;
 3. Evidence of the Applicant's right to use the site for the dispensary, such as a deed, or lease;
 4. If the Applicant is a business organization, a statement under oath disclosing all of its owners, shareholders, partners, members, managers, directors, officers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of the owners of the entities until the disclosure contains the names of individuals;
 5. A certified list of all parties in interest entitled to notice of the hearing for the special permit application, taken from the most recent tax list of the Town and certified by the Town Assessor; and,
 6. Proposed security measures for the Registered Marijuana Dispensary, including lighting, fencing, gates and alarms, etc., to ensure the safety of persons and to protect the premises from theft. These security measures shall be reviewed and approved by the Police Chief and Fire Chief or their designees.
- D. Mandatory Findings. The Planning Board shall not issue a special permit for a Registered Marijuana Dispensary unless it finds that:
1. The dispensary is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest, as defined in G.L. c. 40A, § 11;
 2. The dispensary is fully permitted by all applicable agencies of the Commonwealth and is in compliance with all applicable state laws and regulations; and
 3. The applicant has satisfied all of the conditions and requirements of this Section 5.7.

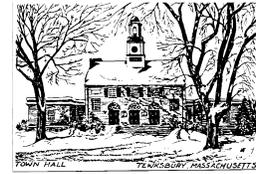
5.7.6. Annual Reporting

Each Registered Marijuana Dispensary permitted under this Bylaw shall as a condition of its special permit file an annual report to and appear before the Planning Board and the Town Clerk no later than January 31, providing a copy of all current applicable state licenses required under 105 CMR 725.000 for the dispensary and/or its owners and demonstrate continued compliance with the conditions of the Special Permit.



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5.7.7. Duration of Special Permit

- A. A special permit granted under this Section shall have a term limited to the duration of the applicant's ownership of Registered Marijuana Dispensary at the premises. A special permit may be transferred only with the approval of the Planning Board in the form of an amendment to the special permit with all information required in this Section 5.7.
- B. Any violation of this Section 5.7 or any other state regulations or state laws shall be grounds for revocation of a special permit issued under this Section.

5.7.8. Abandonment or Discontinuance of Use

- A. A special permit shall lapse if not exercised within one year of grant of special permit.
- B. A Registered Marijuana Dispensary shall be required to remove all material, plants equipment and other paraphernalia:
 - 1. Prior to surrendering its state issued licenses or permits; or,
 - 2. Within 6 months of ceasing operations; whichever comes first.
- C. In the event the property ceases to be actively used as a Registered Marijuana Dispensary and/or any other allowed use under this bylaw, any and all signs identifying or promoting the property for such uses shall be immediately removed. This shall include exterior and interior signs visible to the public.

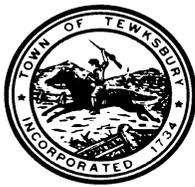
5.8 INTERSTATE OVERLAY DISTRICT

5.8.1. Purpose

The purpose of the Interstate Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town that are intersected by roadways that are part of the Federal Interstate Highway System.

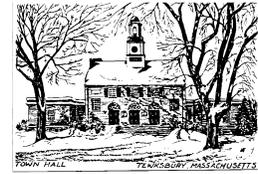
5.8.2. Scope of Authority

- A. The Interstate Overlay District is an overlay district that may be superimposed on the Industrial and General Business Districts. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the Interstate Overlay District.
- B. The following additional uses shall also be allowed in the Interstate Overlay District by special permit from the Planning Board:
 - 1. Automotive Refueling Station and accessory uses incidental thereto.
 - 2. Car Wash.
 - 3. Motor Vehicle Rental or Leasing Agencies, as an accessory use only.
- C. Limitations. The Planning Board may approve pursuant to this Section 5.8 not more than one additional special permit for the operation of an automotive refueling station during any subsequent calendar year, January 1 – December 31. Approvals shall be in addition to those automotive refueling stations (a/k/a gas stations) existing on the effective date of this Zoning Bylaw that are authorized by special permit or do



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otherwise exist on said date as a lawfully preexisting nonconforming use. This limitation shall not be deemed to impair or prevent the renewal of any license, special permit, or other governmental approval necessary to operate and maintain an automotive refueling station use granted prior to the effective date of this Section 5.8.

5.8.3. Location

The boundaries of the Interstate Overlay District shall be as shown on the Zoning Map under Section 4.2.

5.8.4. Dimensional Regulations

Dimensional Regulations. All dimensional regulations in the Interstate Overlay District shall be in accordance with the regulations of the underlying district(s).

5.8.5. General Regulations

Parking and loading, signs, and landscaping and screening shall be in accordance with the requirements of the underlying districts.

5.8.6. Special Site Design Considerations

Applicants requesting to sell diesel fuel shall provide site design and sign standards that are designed to deter and exclude sale of diesel fuel to tractor trailers in combination, including but not limited to low canopies and slow rate pumps for the sale of diesel fuel, "No Tractor Trailer Service" signs, and on-site landscaping and parking, as approved by the Planning Board.

6. SITE DEVELOPMENT STANDARDS

6.1 OFF-STREET PARKING AND LOADING AREA REQUIREMENTS

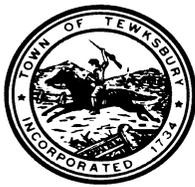
6.1.1. Purposes

The purposes of this Section 6.1 are to:

- A. Provide for safe and convenient vehicular parking areas and delivery areas; and,
- B. Promote safety for pedestrians, bicyclists, motor vehicle occupants, and property and business owners.

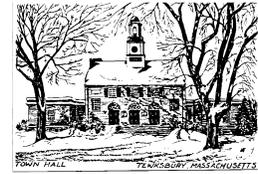
6.1.2. Applicability

- A. Required Parking. No building or structure shall be located upon any lot and no activity shall be conducted upon any lot unless the required parking facilities are provided on site or as otherwise provided in accordance with this section.
- B. Change of use. The use of any land or structure shall not be changed from a use described in one section of the Appendix A, Table of Uses to a use described in another section of the Table of Uses, nor shall any net floor area of the building be increased in any manner unless the number of parking spaces for the new use are provided.
- C. Undetermined uses. In the case where the use of the building(s) has not been determined at the time of application for a building permit or special permit, the parking requirements applicable to the most intensive use allowed in the zoning district where the undetermined use is to be located shall apply.



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- D. Town Center. Where any provisions of this Section 6.1 conflict with Section 6.4, Town Center Development Standards, the latter shall control.
- E. The Planning Board in considering a project under a Site Plan Review may allow for waivers of Section 6.1, Off-Street Parking and Loading Area Requirements. The waiver request must be specific in nature and the Planning Board must make specific findings to waive any of these requirements. Consideration will be given as to the necessity to meet the realistic requirements of the proposed development and satisfy the objectives of this Bylaw. The Planning Board will base its findings on the stated requirements of those sections of the bylaw listed above as well as standards that are established by other professional organizations, such as, but not limited to, parking standards published by the Institute of Transportation Engineers, standards of the American Society of Highway and Transportation Officials, Commonwealth agencies (DEP Stormwater Policy, for example) Urban Land Institute publications, and American Planners Association publications.

6.1.3. Off-Street Parking Requirements

- A. Minimum Number of Spaces. The minimum number of off-street parking spaces shall be provided in accordance with the Table of Parking Requirements below, except where determined otherwise by this Bylaw.
- B. Parking for Unspecified Uses. Off-street parking requirements for a use not specifically listed below shall be as determined by the Building Commissioner based on a listed use of similar characteristics of parking demand generation. For projects subject to Site Plan Review or requiring a special permit, the determination shall be made by the Planning Board.
- C. Parking a Greater Distance Than 500 Feet. Parking spaces located more than 500 feet from the building entrances they serve shall not be counted toward meeting the parking requirements unless the Planning Board determines that circumstances justify the inclusion of this parking in meeting the minimum parking requirements.

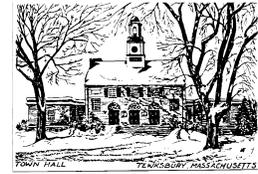
TABLE OF PARKING REQUIREMENTS

PRINCIPAL USE	MINIMUM REQUIRED SPACES
CONSERVATION, RECREATION USES	
Commercial agriculture, including farm stand	2 spaces per 500 square feet of gross floor area in the farm stand or farm store
Commercial agriculture, non-exempt, including farm stand	2 spaces per 500 square feet of gross floor area in the farm stand or farm store
Forestry management	No minimum parking required
Non-profit outdoor recreation, e.g., swimming, hiking, picnicking, fishing	1 space for the first 2 acres and 1 space for each additional acre. Additional parking shall be provided for each additional facility or land use in the park or recreation area, as per Institute of Transportation Engineering standards.
Camp, day camp only, e.g., summer camp for children	1 space per 3 children of camp program capacity
Municipal use	1 space per 2 employees plus 2 spaces per 300 square feet for visitors. For facility with indoor meeting space, add 1 space per 3 seats of seating capacity in each meeting room or area.
RESIDENTIAL USES	



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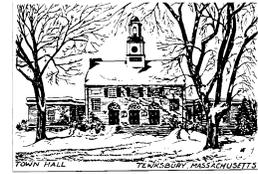
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PRINCIPAL USE	MINIMUM REQUIRED SPACES
Single-family or two-family dwelling	2 spaces for each dwelling unit
Townhouse, multifamily dwelling, units above the ground floor of a commercial building, or artist loft	1.5 spaces per unit for one- and two-bedroom units, plus 2 spaces per unit for units with 3 or more bedrooms, plus 10 percent for visitor parking
Assisted living facility, nursing home or convalescent home, or other long-term care facility	0.5 spaces per unit, plus 1 space per 4 units for visitor parking plus 1 space per employee on the largest shift
Continuing care retirement community	1 space per independent living unit plus 0.5 spaces per assisted living or memory care unit plus 1 space per 4 units for visitor parking plus 1 space per employee on the largest shift
Independent living residence	1 space per independent living unit plus 1 space per 4 units for visitor parking
USES EXEMPT (SEC. 5.4.1) AND PUBLIC/PHILANTHROPIC OR INSTITUTIONAL USES	
Religious use	1 space for every 3 seats of seating capacity
Educational use, public or non-profit	1 space for each staff position plus 1 space for each 5 persons of rated capacity of the largest auditorium plus 1 space for each student vehicle which can be expected at any time on the premises
Child care facility	1 space per 300 sq. feet.
Agriculture	Not applicable, except that for a farm stand, there shall be 1 space per 500 square feet of display area, whether indoor or outdoor
Cemetery (with or without crematorium)	Per Institute of Transportation Engineering standards.
Hospital	1 space per 5 inpatient beds, plus 1 space per 2 beds for visitors, plus 1 space per 2 employees on the largest shift, plus 1 space per 3 outpatient exam/service rooms, plus 1 space per 4 emergency room beds.
Nursing home, long-term congregate care, adult day care	1 space per 2 beds plus 1 space per 2 employees on the largest shift. With adult day care, add 1 space per 4 participants of total program capacity plus 1 space per 2 employees. For example, a program designed to accommodate 16 adult day care clients needs at least 4 parking spaces plus 2 spaces for 4 employees.
Function hall, community center, other place of assembly	1 space per 3 seats of seating capacity or as per Institute of Transportation Engineering standards
COMMERCIAL USES	
Retail Uses	
Retail store, shopping center, retail sale of alcoholic beverages, greenhouse	5 spaces/1000 square feet for the first 10,000 sq. feet. of gross floor area; plus 2.5 spaces/1000 square feet of gross floor area between 10,001 square feet and 25,000 square feet; plus 2 spaces/ 1000 square feet of gross floor area over 25,000 square feet
Automotive sales, leasing, and rental, used or new	1 space per 1,000 square feet of gross outdoor sales area, plus 1 space per 300 square feet of indoor sales area
Gasoline service station, with or without convenience store; or car wash, auto body shop	3 spaces for each service bay, pump, or work station. If including a convenience store, add 5 spaces per 1,000 sq. ft.
Commercial parking lot or garage, or taxi or limousine service	As per Institute of Transportation Engineering standards
Personal service establishment	1 space per 200 feet of gross floor area
Business or professional office	1 space per 300 feet of gross floor area



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PRINCIPAL USE	MINIMUM REQUIRED SPACES
Hospitality, Food Services	
Restaurant	1 space for every 2.5 seats plus 1 space for every employee on the largest shift
Restaurant, fast-food or drive-in	1 space per 200 feet of gross floor area
Bed and Breakfast	1 space per sleeping unit plus 2 spaces for the dwelling unit
Inn, hotel or motel	1 space per sleeping unit plus 1 space for each employee on the largest shift
Public Service Uses	
Child care center	1 space per 8 children in a designated temporary parking area plus 1 per employee in a designated employee parking area.
Postal service	1 space per 300 square feet of gross floor area
Fraternal or membership organization; professional or trade organization	1 space per 3 seats plus 1 space per employee on the largest shift
Funeral home	1 space per 3 seats in the largest assembly area
Non-exempt educational use	1 space for each staff position plus 1 space for each 5 persons of rated capacity of the largest auditorium plus 1 space for each student vehicle which can be expected at any time on the premises
Sheltered bus stop	As per Institute of Transportation Engineering standards
Essential services	No minimum parking requirement
Culture, Entertainment Uses	
Museum or art gallery	1 space per 300 square feet of gross floor area
Cinema or theatre for live performances	1 space per 3 seats of seating capacity
Commercial Recreation	
Indoor commercial recreation, gym or athletic club, other fitness facility	1 space per 200 feet of gross floor area
Golf course	8 spaces per hole plus requirements for other facilities on the premises
Miniature golf	2 spaces per 1,000 square feet lot area
Camping facility with accommodations for tents, trailers/RVs	1 space per tent or RV site plus 1 per 300 square feet for other facilities on the premises
Other Commercial Uses	
Adult use establishment	1 space per 3 seats plus 1 space per employee on the largest shift
Veterinarian, Animal clinic or hospital with kennel	1 space per 200 feet of gross floor area
Pet services	1 space per 300 square feet of gross floor area
Kennel, commercial	1 space per 300 square feet of gross floor area
Self-storage facility	1 space per 3 storage bays
INDUSTRIAL USES	
Research laboratories, high-tech biotech manufacturing, other manufacturing	1 space per 500 feet of gross floor area
Welding shop, storage, warehouse, distribution	1 space per 1000 feet of gross floor area
Transportation or freight terminal	1.0 spaces per 2000 square feet of gross floor area and for waiting area, if applicable, 6.5 spaces per 1000 square feet of gross floor area
Wireless communications facility	1 space
Plant, storage, substations for public utilities, or storage and sale of heating fuel	1 space per employee
Retail showroom and sale of products manufactured on the premises	1 space per 200 feet of gross floor area devoted to retail



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PRINCIPAL USE	MINIMUM REQUIRED SPACES
Contractor's yard	1 space per employee
Stone or monument works	1 space per employee
Sale of lumber, farm supplies, similar products, including outdoor storage and sales	4 spaces per 1000 square feet of gross floor area
Accessory dwelling for use as watchperson's quarters only	1 space per dwelling unit

6.1.4. Mixed Use Requirements

In the case of mixed uses, the requirements shall be the sum of the requirement calculated separately for each area of use, so that adequate space shall be provided to accommodate the cars of all persons on the premises at any one time. Parking spaces for one use shall not be considered as providing the required spaces for any other use, except when it can be clearly demonstrated that the need for parking occurs at different times in accordance with Section 6.1.6.B.

6.1.5. Parking Requirement Relief

The Planning Board may by special permit authorize a decrease in the number of parking spaces required to be provided under this Section provided that:

- A. The decrease in the number of parking spaces is no more than 30 % of the total number of spaces required. The number of parking spaces approved for a decrease shall be set aside and shall not be required to be immediately provided. These spaces shall be labeled as "Reserve Parking" on the site plan.
- B. Any decrease in the number of required parking spaces shall be based upon documentation of a special nature of a use or building.
- C. The parking spaces labeled "Reserve Parking" on the site plan shall be properly designed as an integral part of the overall parking layout, located on land suitable for parking development and in no case located within an area counted as buffer, parking setback, or open space.
- D. The decrease in the number of required spaces will not create undue congestion or traffic hazards and that relief may be granted without substantial detriment to the neighborhood and without derogating from the intent and purpose of this Bylaw.
- E. If, at any time after the Certificate of Occupancy is issued for the building or use, the Building Commissioner determines that additional parking spaces are needed, the Commissioner shall notify the Planning Board, in writing, of that finding and the Planning Board may require that all or any portion of the spaces shown on the approved site plan as "Reserve Parking" be constructed.

6.1.6. Remote or Shared Parking

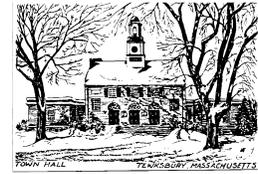
The Planning Board may grant a special permit for either nonresidential remote parking or nonresidential shared parking based on the following criteria:

- A. Remote Parking
 - 1. The property to be used for remote parking shall be owned or leased by the owner of the use being served by the remote parking, or the owner shall have a written agreement allowing for the remote



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parking to be used for the use served. Any written agreement shall be subject to approval by the Planning Board.

2. Except where valet parking or other transportation between the subject use and the remote parking is provided, the maximum distance between the site of the use and the remote parking shall be 500 feet.
3. The remote parking area and access from the remote parking area to the site of the use shall have reasonable and safe access, including adequate lighting, at all hours the remote parking area is in use.
4. The remote parking area shall be located on non-residentially zoned property.

B. Shared Parking

1. Shared spaces shall be available to jointly serve 2 or more uses on the same site that are not normally open or used during the same time or uses that do not have overlapping peak parking demands. The applicant shall show that peak parking demand, operating hours, and other similar factors for the uses justify the approval of shared space.
2. Not more than 50 % of the parking spaces serving the use or facility shall be counted as shared spaces.
3. A written agreement executed by all parties who are subject to the use of joint parking and that defines all aspects and responsibilities of the joint parking arrangement shall be approved by the Planning Board.

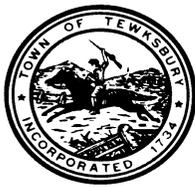
6.1.7. Parking Dimensions

Off-street parking facilities shall be laid out and striped in compliance with the following minimum provisions:

ANGLE OF PARKING (degrees)	WIDTH OF PARKING STALL (ft.)	PARKING STALL LENGTH OF LINE (ft.)	WIDTH OF MANEUVERING AISLE (ft.)
90 (two-way)	9.5	18.5	24
60 (one-way)	9.5	24.0	18
45 (one-way)	9.5	28.0	14
Parallel (one-way)	8.0	22.0	14
Parallel (two-way)	8.0	22.0	18

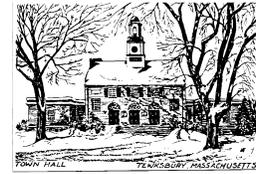
6.1.8. General Design Requirements for Parking Facilities

- A. Backing Out. Parking facilities shall not be designed in a manner that requires backing out into a public way.
- B. Pavement. All parking spaces and driveways except for those serving single-family dwellings shall be paved. The Planning Board may approve a special permit to waive this requirement where circumstances justify a waiver and where the unpaved surfaces will not cause dust, erosion, a hazard, and unsightly conditions.
- C. Dead End Aisles. Dead end aisles shall not serve more than 5 parking spaces on either side of the aisle unless waived by the Planning Board.



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- D. Curbing. Continuous curbing shall be provided around the edges of a parking lot and around landscaped islands within the parking lot to control access and drainage. The Planning Board may approve a special permit to waive this requirement where circumstances justify a waiver and where the lack of curbing will not result in a safety hazard.
- E. ADA & AAB Compliance. Curb stops, planting strips, or other similar means shall be provided to maintain a minimum usable sidewalk width of 4 feet or the minimum width required by the Americans with Disabilities Act. All parking facilities shall meet the requirements of the ADA and the Massachusetts Architectural Access Board Regulations at 521 CMR 23:00.
- F. Lighting. All lighting fixtures designed to illuminate the parking facility shall use cutoffs or directional lighting or similar in a manner designed to preclude direct light impacts on the adjoining streets and adjoining properties.

6.1.9. Residential Parking Facilities & Driveway Requirements.

- A. Tandem Spaces. One parking space may be provided directly behind another for each dwelling unit, provided that each stall shall meet the width and depth requirement of Section 6.1. Parking stalls more than 2 deep shall not consider the spaces that are in addition to the 2 spaces in computing the required parking.
- B. Driveways. Each driveway shall service not more than one lot. Subject to the granting of a special permit from the Planning Board, a driveway may be shared by not more than 2 lots. Each shared driveway shall be governed by a maintenance agreement running in perpetuity with the land. The frontage and area of a common driveway shall be in addition to the minimum frontage and area required under Section 5 of the bylaw.

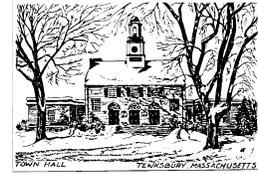
6.1.10. Nonresidential Driveway Requirements

- A. Access Driveway. Each lot may have one access driveway which shall be at least 24 feet wide at its narrowest point but not more than the required width for safe vehicle movements onto the adjacent roadway, without entering into the opposing lane. Each lot may have one additional access driveway for each 200 feet of frontage provided all access driveway(s) shall be at least 200 feet apart on the lot measured from the centerline of each access driveway. The minimum width of a one-way only access driveway may be reduced to 14 feet at its narrowest point.
- B. Access Driveway. Entrance and exit driveways shall be designed and located the maximum practicable distance from any intersection so as to minimize conflict with traffic and provide clear visibility and sight distances for the observation of approaching vehicular, bicycling and pedestrian traffic provided that no portion of an entrance or exit driveway at the edge of the street pavement shall be closer than 50 feet to a street intersection. The Planning Board may waive this requirement if it finds that practicable difficulties with the lot size or shape would result in no driveway being allowed under this provision.
- C. Uses shall arrange for shared egress if necessary to meet these requirements, unless the Planning Board determines that circumstances justify otherwise.
- D. Common Private Access Ways in the Business or Industrial Districts. To the extent feasible, lots and parking areas shall be served by common private access ways in order to minimize the number of curb cuts in these districts. Common access ways shall be in conformance with the standards of the Department of Public Works. Proposed documentation (in the form of easements, covenants, or contracts) shall be



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submitted with the site plan demonstrating that proper maintenance, repair, and apportionment of liability for the common access way and any shared parking areas has been agreed upon by all lot owners proposing to use the common access way.

- E. Common private access ways may serve any number of adjacent parcels deemed appropriate by the Planning Board. Common private access ways shall not be wider than 24 feet at any point where it crosses required open space or any required parking setback area.
- F. Interior Driveways. Interior driveways may be reduced to no less than 20 feet for two-way traffic and 14 feet for one-way traffic upon approval of a special permit by the Planning Board.
- G. Industrial Districts. In the I Districts, each lot shall have access only at designated driveways. Each lot may have not more than 1 access driveway and one 1 additional driveway for each 200 feet of street frontage above the minimum required. Driveways shall conform to this Section 6.1.10.
- H. Driveways on State Highways. For proposed access driveways on state highways, refer to Part 11 of the Massachusetts Amendments to the Manual on Uniform Traffic Control Devices.

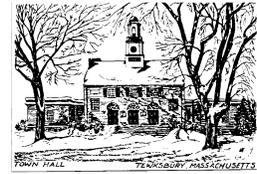
6.1.11. Requirements for Business, Industrial, or Other Nonresidential Parking Facilities

- A. Exemptions. The provisions of the section shall not apply to municipal uses.
- B. Construction. Required parking spaces, loading areas, and driveways shall be constructed and maintained with suitable grading, adequate drainage, and paved services.
- C. Buffers. Unless otherwise provided for in this Section 6.1, no parking space or other paved surface, other than access driveway(s) or walkways, shall be located within 10 feet of any lot line, or within 20 feet of a property line abutting a street right-of-way, and no parking space or other paved surface, other than access driveway(s) or walkways, shall be located within the limits of a landscape buffer area required by Section 6.1.
- D. Sidewalks. Sidewalks are required within the site where necessary for safe pedestrian access and circulation. There shall be a marked pedestrian aisle at each entrance to the building served by the parking lot. Sidewalks are required along all public ways to which the site abuts and must be connected to the sidewalks and pedestrian aisles within the site to provide safe access to entrance(s) to the building from the public way(s). Sidewalks shall be constructed in accordance with the Planning Board's Subdivision Rules and Regulations.
- E. Parking Distance Limitation. Parking spaces more than 500 feet from the building entrance they serve may not be counted toward fulfillment of parking requirements unless the Planning Board determines that circumstances justify this greater separation of parking from the use and approves the distance under Section 6.1.6 A.
- F. Snow Storage. Parking facilities with 20 or more spaces shall designate a separate snow storage area exclusive of required landscaping and paved parking areas. For lots greater than 100 spaces, snow storage is required at 5,000 square feet of area per 43,560 square feet (1 acre) of parking lot shown on a plan. The Planning Board may allow for a reduction of the required snow storage area based on approval of a snow removal plan.



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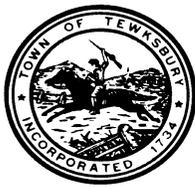
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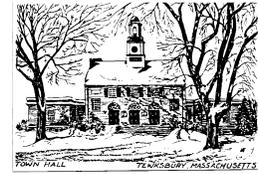
6.1.12. Landscaping Requirements

- A. General Standards. All parking lots and loading facilities shall be suitably landscaped to minimize their visual impact on the lot and upon adjacent property by the use of existing vegetation where appropriate and by the use of new trees, shrubs, walls, fences or other landscape elements.
- B. Any parking lot with more than 40 parking spaces shall include a landscaped area(s) not less than 5% of the total area of the parking lot. Landscaped area(s) shall be provided with a minimum width of at least 10 feet, curbing and shade trees of at least 12 feet in height or such other landscaping as may be required by the Planning Board.
- C. Planted Area Requirements. Areas shall be planted with native plant species and shall contain an appropriate mix of flowers, shrubs, hedges and trees. Plant species shall be appropriate to proposed use, siting, soils, and other environmental conditions. Where the Planning Board determines that the planting of trees is impractical, the applicant may substitute shrubbery for trees.
- D. Shrubs and Hedges. Shrubs and hedges shall be at least 2 feet in height at the time of planting, and have a spread of at least 18 inches.
- E. Grass. Grass is preferable to mulch where practical.
- F. Tree Preservation. Existing trees with a caliper of 6 inches or more shall be preserved wherever feasible.
- G. Tree Requirements. Deciduous trees shall be at least 2 inches in caliper as measured 6 inches above the root ball at time of planting. Deciduous trees shall be expected to reach a height of 20 feet within 8 years after planting. Evergreens shall be a minimum of 8 feet in height at the time of planting.
- H. Buffers. The following buffer requirements shall apply.
 1. Nonresidential and Residential. Where nonresidential uses abut single-family residential districts, a landscape buffer of a minimum of 20 feet in depth may be required by the Planning Board. This landscape buffer shall be planted to mitigate the impact of the commercial, business, or industrial uses on the abutting residential districts. This provision may be construed to include residential districts located across a public way from the commercial, business or industrial use.
 2. Multifamily and Single-family Residential. Where multifamily uses abut single-family residential districts, a landscape buffer of a minimum of 20 feet in depth may be required by the Planning Board. This landscape buffer shall be planted to mitigate the impact of the commercial, business, or industrial uses on the abutting residential districts. This provision may be construed to include residential districts located across a public way from the commercial, business or industrial use.
 3. Maintenance of Landscaped Areas. The owner of the nonresidential use shall be responsible for the maintenance, repair, and replacement of all landscaping materials installed in accordance with this section. All plant materials shall be maintained in a healthy condition. Dead limbs, refuse, and debris shall be promptly removed. Dead plantings shall be replaced with new live plantings at the earliest appropriate season. Bark mulch and non-plant ground surface materials shall be maintained so as to control weed growth.



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6.1.13. Bicycle Parking

- A. Bicycle parking spaces shall be provided for any development or any use requiring 8 or more vehicle parking spaces under Section 6.1.3.
- B. The requirements of this section may be modified by the Board if it finds that for the use and location, a modification is appropriate and in the best interest of the Town.
- C. When bicycle parking is required, there shall be one bicycle parking space per 15 motor vehicle spaces under Section 6.1.3. The computed number of bicycle parking spaces will be rounded up to the nearest whole number of bicycle spaces. Bicycle parking spaces shall be provided in addition to motor vehicle parking spaces.
- D. When bicycle parking is required, a minimum of 2 spaces shall be provided, and not more than 25 bicycle spaces will be required at a single site.
- E. A bicycle rack or bicycle storage fixture or structure shall be provided to accommodate bicycles. Bicycle racks or storage fixtures must be secured against theft by attachment to a permanent surface. Bicycle parking apparatus shall be installed in a manner that will not obstruct pedestrians or motor vehicle traffic.
- F. To the extent feasible, bicycle parking shall be separated from motor vehicle parking to minimize the possibility of bicycle/vehicle conflicts.
- G. The following uses are exempt from bicycle parking requirements: place of worship, cemetery, funeral home, automotive repair shop, car wash, or gas station.

6.1.14. Loading Areas

One or more off-street loading areas shall be provided for any business that may be regularly served by tractor trailer trucks or other similar delivery vehicles, so that adequate areas shall be provided to accommodate all delivery vehicles expected at the premises at any one time. Loading areas shall be located at either the side or rear of each building and shall be designed to avoid traffic conflicts with vehicles using the site or vehicles using adjacent sites.

6.2 SIGNS

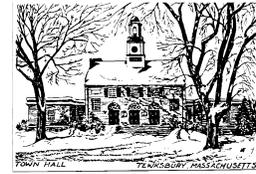
6.2.1. Purpose

- A. The purposes of Section 6.2 are:
 - 1. to protect the public's health, safety, welfare, and convenience;
 - 2. to protect and enhance the visual and aesthetic environment of the Town for a well maintained and attractive community;
 - 3. to enhance traffic safety by preventing sign overload excessive lighting, and clutter;
 - 4. to preserve and expand the economic vitality of the town;
 - 5. to encourage the effective use of signs as a means of communication, information, and advertisement; and,
 - 6. to assure that the benefits and burdens of sign regulation in the Town are equally distributed in keeping with the rights of free speech under the constitutions of the Commonwealth and the United States.



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- B. This bylaw is hereby declared to be remedial and protective and is to be so construed as to secure the beneficial interests and purposes thereof. This bylaw is adopted pursuant to the Town Charter and the Massachusetts Home Rule Amendment.

6.2.2. Administration

- A. Sign Officer. The Building Commissioner is designated as the Sign Officer and is charged with the enforcement of this Bylaw. The Sign Officer and any duly authorized agents shall, if permitted by the owner or otherwise lawfully authorized representative, or as otherwise permitted by law, and at reasonable times and upon presentation of credentials, enter upon the premises on which any sign is erected or maintained for the purpose of inspecting for compliance with the provision of Section 6.2.
- B. Permit Required. No sign shall be erected or installed until a permit is issued by the Sign Officer, except as otherwise provided in this Section 6.2. A sign permit application shall be filed with the Sign Officer containing all information, including photographs, plans, and scale drawings, as specified on the application form. The sign permit shall be issued if the Sign Officer determines that the sign complies or will comply with all applicable provisions of this Section 6.2. A schedule of content-neutral fees for sign permits shall be as determined by the Board of Selectmen.
- C. Commercial and Non-commercial Signs. Wherever and however this Section 6.2 permits commercial signs, noncommercial messages, without restriction on content, shall also be permitted. No provision of this bylaw shall be interpreted or administered in a manner that regulates or restricts signs containing non-commercial messages more stringently than signs advertising business or commercial activities and uses, or that prohibits noncommercial messages on signs permitted for commercial purposes.
- D. Sign Waivers. The Planning Board, acting as the special permit granting authority, may approve, approve with conditions, or disapprove, requests to waive the requirements of Section 6.2 if the Board makes the all of the findings in numbers 1. through 5. below.

The Board shall not issue a waiver solely to allow larger signs or more signs than would otherwise be allowed.

Prohibited signs listed in Section 6.2.4 shall not be subject this waiver provision.

1. There are conditions unique to the property and exceptional circumstances that warrant the granting of a waiver.
2. Waivers of the provisions would not be contrary to the purpose and intent of Section 6.2
3. The architecture of the building, the location of the building or property, or the proposed use of the property is such that a waiver could be granted without detracting from the character of the site building or development and nearby properties and businesses, would not impact traffic or pedestrian safety, and would not be contrary to the public interest.
4. There are no reasonable alternatives within the requirements of the sign bylaw to address the circumstances being put forth to justify a sign waiver.

6.2.3. Exempt Signs

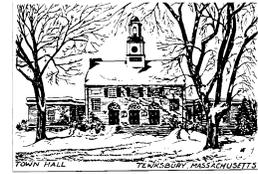
The following are exempted from the provisions of Section 6.2, unless otherwise noted.

- A. The message of a sign.
- B. Agricultural signs which are accessory to agricultural uses protected under G.L. c. 40A, § 3.



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- C. Traffic control signs and safety signs, including disability access signs.
- D. Temporary signs. See Sections 6.2.5. and 6.2.6
- E. Outward facing signs painted or placed on the inside of a window provided that the aggregate area of the all signs in the window shall not exceed 30% of the window area.
- F. Signs, banners, or markers required or erected by local, state, or federal government.
- G. Public utility identification markings.
- H. Address signs in residential districts which do not contain advertising copy.
- I. Names on private residences not used for business purposes.
- J. Flags which are not used for advertising or commercial purposes.
- K. Customary signs on gasoline pumps indicating in standard size and form the name and type of gasoline and the price.
- L. Legal notice signs such as “no trespassing” and similar.
- M. Any sign limited solely to directing traffic or providing direction, such as arrows or entrance and exit signs or setting out restrictions on the use of parking areas and not exceeding 4 square feet in area.

See Section 6.2.9 for Transition District requirements.

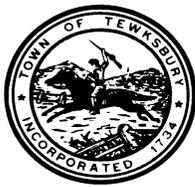
6.2.4. Prohibited Signs.

The following signs are prohibited:

- A. Tethered, floating, or inflated devices of any kind.
- B. Signs on parked motor vehicles and where the Sign Officer determines that a vehicle’s primary use is for the display of signage and not for transportation.
- C. Revolving, moving, flashing, or blinking signs, signs that appear to be in motion, animated signs, or signs with visible moving parts, except for signs which display public service information such as time and temperature.
- D. Signs or parts that contain or consist of animated parts, ribbons, streamers, spinners, or similar moving or fluttering devices, including feather banner and wind flag signs.
- E. Roof signs and signs protruding above the roofline of the building to which the sign is attached.
- F. Signs that obstruct the view of any traffic sign, signal, or other traffic device, or obstruct the view of a driver entering or exiting a street intersection or driveway intersecting with a street.
- G. Banners are prohibited unless specifically authorized under the provisions of Section 6.2

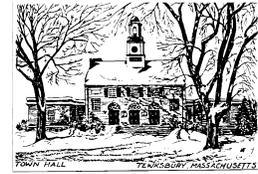
6.2.5. Temporary Signs, Non-commercial.

Temporary non-commercial signs shall be permitted as a matter of right if they satisfy all of the following conditions:



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- A. No signs shall exceed 6 sq. ft. in area and no portion of a sign shall be more than 4 feet in height from ground level.
- B. All signs shall be located on private property and a minimum of 10 feet from the edge of the pavement of any street or sidewalk.
- C. No signs shall obstruct traffic sight lines or pedestrian traffic.
- D. No signs shall be illuminated.
- E. Unless otherwise provided for in this section temporary signs shall not be installed for a period to exceed 30 days. The Planning Board may waive this provision in accordance with Section 6.2.2.
- F. No event signs shall be installed sooner than 15 days prior to the event and shall be removed within 4 days of the conclusion of the event.
- G. Signs advertising the one-time sale of personal property or household accessories provided the sign shall not be posted more than twice in one year, nor for a period of more than 7 days at any one time.

6.2.6. Temporary Signs, Commercial

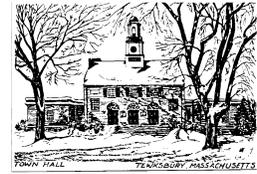
Temporary commercial signs shall be permitted as a matter of right if they satisfy all of the following conditions:

- A. A temporary sign shall be located on private property and a minimum of 10 feet from the edge of the pavement of any street or sidewalk.
- B. No sign shall obstruct traffic sight lines or pedestrian traffic.
- C. No sign shall be illuminated.
- D. Unless otherwise provided for in this section temporary signs shall not be installed for a period to exceed 60 days. The Planning Board may waive this provision in accordance with Section 6.2.2.
- E. Temporary real estate signs shall not exceed 8 square feet in area for residential properties and 30 square feet in area for commercial and industrial properties, shall be limited to one sign per lot, and shall be removed 5 days after the sale, rental or lease of the property. If a property is for sale, one additional temporary sign shall be allowed.
- F. Temporary construction signs which advertise the development, and/or the owner, architect, builder, banker, and others responsible for the construction on the lot shall not exceed 32 square feet; shall be limited to 1 sign per lot or 1 sign per 300 feet of frontage of the lot; and shall be removed 25 days after the completion of the development or the construction. If a property is under development or a building under construction, one additional temporary sign shall be allowed.
- G. Temporary business signs such as "grand opening", "going-out-of-business", "special sale" and similar shall not exceed more than 2 signs per event. For businesses located within 100 feet of the street, each sign shall not exceed 50 square feet. For businesses located beyond 100 feet from the street, each sign shall not exceed 100 square feet.
- H. Temporary business signs other than in subsections E., F., and G. above are limited to 2 per business.
- I. No temporary signs shall be installed 15 days prior to the activity and shall be removed within 5 days of the conclusion of the activity.



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6.2.7. Sign Standards

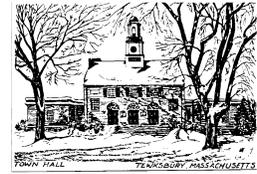
All signs shall conform to the following standards:

- A. Movement. Unless otherwise provided by Section 6.2, no sign shall contain any moving, flashing, or animated lights or visible moving parts of any digital display of variable content.
- B. Sign Area. The area of a sign shall include all lettering, wording and accompanying designs and symbols, together with the background on which they are displayed, any frame around the sign and any "cutouts" or extensions, but shall not include any supporting structure or bracing. The area of a sign consisting of individual letters or symbols attached to or painted on a surface, building, wall or window, shall be considered to be that of the smallest linear boundary which encompasses all of the letters and symbols.
- C. Illumination. Signs shall meet the following illumination standards, criteria and prohibitions.
 1. No sign shall be illuminated between the hours of 12 a.m. and 6 a.m. unless the premises on which it is located is open for business.
 2. Neon lights are prohibited on free-standing and monument signs.
 3. Signs may be illuminated only by the following means:
 - a. By a white steady stationary light of reasonable intensity shielded and directed primarily at the sign.
 - b. By internally illuminated lighting devices of reasonable intensity.
 4. Signs containing electronic message boards, which shall mean a digital sign that exhibits changing or moving illumination, or a sign with moving letters, symbols or changing messages which are displayed via light emitting diodes (LED), liquid crystal display (LCD), plasma, or similar display technologies, shall not be allowed except by special permit from the Planning Board based upon the following criteria:
 - a. The business(es) utilizing the electronic message board is located on a site of over 10 acres of land.
 - b. The buildings and public entrances to the businesses are located at least 125 feet from the street.
 - c. There shall be no safety hazards created based on the illumination's effect on traffic patterns, traffic lights or public safety.
 - d. Each electronic message sign shall have a light detector which automatically adjusts brightness according to ambient light conditions. The brightness regulator shall not allow the sign to register more than 0.3 light candles over ambient light levels and shall be accompanied by a manufacturer's certification.
 - e. The dimensions of the message board area shall not exceed 41" H x 63" W.
 - f. Electronic message boards shall not be allowed in the Town Center District.
 - g. There shall be no scrolling or flashing, of messages or other displays.
 - h. The electronic message board sign letters shall be amber color only, with a black background.



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- i. Any message shall be displayed for a period of at least 10 seconds.
 - j. The Planning Board may waive criteria 4a.through 4i., above upon making findings of special circumstances that are specific and unique to the property and that waiver of these provisions would not be contrary to the purposes and intent of Section 6.2 and serve a public interest.
- D. Sign Electrical Permit. No sign permit shall be issued for an electrically operated sign until the local wiring inspector has issued an electrical permit, if otherwise required, for that sign.
- E. Color. No sign shall contain red, amber, or green lights if those colors would, constitute a safety hazard for drivers and/or pedestrians, based on a finding by the Police Chief.

6.2.8. Residence District Requirements

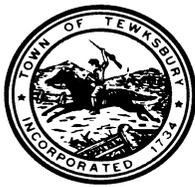
Signs located in the F, VR, and MF Districts shall meet the following requirements.

- A. Residential Uses. A permitted residential use located within these zoning districts may erect one or more permanent signs that shall not exceed a total of 8 square feet in the aggregate area.
- B. Signs may be freestanding, in which case they may not exceed 4 feet in height and shall be located at least 15 feet from any property boundary, and/or mounted on the building façade, no higher than 8 feet from the base level of the building. Free-standing signs shall include the street address.
- C. Temporary Signs. Temporary signs may be installed in accordance with the requirements of Section 6.2.5.
- D. Nonresidential Uses. A permitted nonresidential use located within these zoning districts shall be allowed a maximum of 2 signs. All signs on an individual property shall not exceed 30 square feet in size in the aggregate. Signs may include a Freestanding, Monument, or Attached Wall sign. For a Freestanding or Monument sign, the sign shall not exceed 6 feet in height and shall not be located closer than 15 feet to any property boundary. An Attached wall sign mounted on the building façade shall be no higher than 12 feet from the base level of the building.
- E. Residential Development Sign – One sign identifying a subdivision, condominium or apartment development or similar residential development may be located at the entrance to that development. The sign shall not exceed 20 square feet in area and shall not exceed 4 feet in height. The sign shall be located so as to not block visibility of traffic entering and exiting the development.

6.2.9. Transition District Requirements

Signs located in the Transition District shall meet the following requirements.

- A. Attached Wall Signs. One attached wall sign per permitted use not exceeding 15 square feet in size shall be allowed. Attached wall signs shall not contain more than 3 colors. The sign shall not be illuminated from within. Sign lighting shall be extinguished during non-business hours.
- B. Secondary Wall Signs. For any permitted use in the Transition District located on a corner lot and where the permitted use faces both streets, a secondary wall sign may be located on the building face fronting the secondary street. This sign shall not exceed 10 square feet in size.
- C. Freestanding Signs. Signs identifying entrances and exits may be erected. These signs shall not exceed 6 square feet in size. No other freestanding signs shall be permitted.



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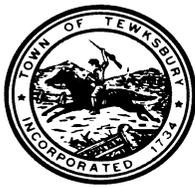
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6.2.10. Business, Commercial, and Industrial District Requirements

The following requirements pertain to all base districts except the F, R40, VR, MF, P, and TD Districts:

- A. Attached Wall Signs. Attached wall signs may be erected according to the following requirements.
1. The sign shall be firmly affixed to the building.
 2. The sign shall not project beyond the face of any other wall of the building or above the highest point of the eave.
 3. The sign shall not project more than 12 inches from the face of the wall to which it is attached.
 4. For businesses located in a multi-tenanted building along the front façade, the size of the wall sign shall be determined as follows:
 - a. Businesses located within 100 feet of the street – One wall sign with an area not to exceed $\frac{3}{4}$ of a square foot per linear foot of the business's façade.
 - b. Businesses located between 100 and 300 feet from the street – One wall sign not to exceed $1\frac{1}{2}$ square feet per linear foot of the business's façade.
 - c. Businesses located more than 300 feet from the street – One wall sign not to exceed 2 square feet per linear foot of the business's façade.
 - d. No wall sign shall extend above the eave of the roof line of a single story building; extend higher than the bottom of the window sills of the second story of a building; or in the case of a gabled wall, no higher than a line equal in height to the lowest portion of the lower eave of any adjacent wall.
 5. For a single business that occupies the entire first floor of a detached building, the size of the sign shall not exceed $\frac{3}{4}$ of the length of the front façade with a maximum sign size and height based on the size formula and height requirements of Section 6.10.A(4).
- B. Directory Sign. For buildings that have uses located above the first floor, a Directory sign identifying those uses in the building may be located adjacent to the main entrance to the building or the entrance to the floors above the first floor. The Directory sign shall only identify the names of the professionals or businesses, their profession or business type, and their floor and room number location. The Directory sign shall not exceed 14 square feet in area.
- C. Secondary Wall Signs. For any permitted use in the Business, Commercial, and Industrial districts located on a corner lot and where the permitted use faces both streets, a secondary wall sign may be located on the building face fronting the secondary street. This sign shall not exceed 50% of the permissible size of a sign fronting the primary street.
- D. Freestanding Signs or Monument Signs. Freestanding signs or Monument signs may be erected in accordance with the following requirements.
1. Freestanding or Monument signs may not be erected within 15 feet of any street lot line or 10 feet of any side lot line.



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2. Freestanding signs are limited to a height of 20 feet from the nearest pavement grade to the top of the sign structure. Monument signs are limited to a height of 6 feet from the nearest pavement grade to the top of the sign structure.
3. Freestanding and Monument signs may be double faced; however, the permitted area will be measured on one side only.
4. A freestanding sign shall not exceed 50 square feet in sign area. A monument sign shall not exceed 60 square feet in sign area.
5. A professional building shall be limited to one freestanding sign with a maximum size of 50 square feet or one monument sign with a maximum size of 60 square feet.
6. Shopping centers of at least 50,000 square feet in size shall be allowed one freestanding or monument sign at each entrance, but there shall not be more than 2 freestanding or monument signs in total. Each freestanding sign may be a maximum of 60 square feet. Each monument sign may be a maximum of 80 square feet.
7. All freestanding and monument signs shall be located within a landscape area equal to 125% of the sign area. The landscape area shall be maintained in a continuous manner to prevent the accumulation of weeds and trash. Dead plants, shrubs, and trees shall be replaced within the first growing season after their demise.

E. Projecting Blade Sign.

In the Town Center (TC), Mixed-Use Business (MUB), and General Business (GB) districts, two-sided projecting blade signs may be permitted subject to the following requirements.

1. There shall be only one sign per business and the sign shall be located on the same façade, or section of the façade, as the business advertised on the sign.
2. Only businesses located on the first floor shall be allowed a projecting blade sign.
3. The sign shall not project more than 3 feet from the building facade.
4. The sign shall not exceed 6 square feet of surface area per sign side.
5. The sign shall not exceed 2 inches in width.
6. The bottom of the sign shall not be less than 9 feet and the top of the sign shall not be more than 15 feet above the sidewalk over which the sign projects.
7. The sign shall not be internally or externally lit.
8. No projecting blade sign shall be located directly above a public sidewalk, street, or any public area owned or controlled by the Town unless a permit authorizing the sign has been approved by the Board of Selectmen.

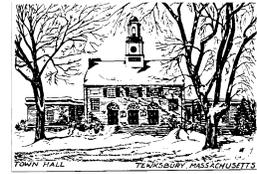
F. Sandwich Board/A-Frame Signs.

Sandwich Board signs may be allowed in the Town Center (TC), Mixed-Use Business (MUB), and General Business (GB) zoning districts subject to the following requirements.



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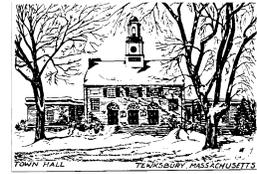
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1. The maximum height of the sign shall be 4 feet.
 2. The maximum area of the sign shall be 6 square feet per sign face, with no more than 2 faces allowed.
 3. A-frame signs shall not form an angle not less than 15 degrees not more than 30 degrees.
 4. Only one sign per business is allowed.
 5. The sign shall be located within 15 feet of the business entrance.
 6. The sign shall only include advertising for the business for which the sign permit was issued.
 7. The sign shall be located so as to provide at least a 5 foot area of unobstructed walkway for safe pedestrian passage and shall not obstruct pedestrian passage in any way.
 8. The sign shall not be illuminated in any manner.
 9. The sign shall not obstruct sight lines or vehicular traffic.
 10. The sign shall be placed outside the business only during business hours and shall be removed at the end of the business day.
 11. The sign shall not be located in landscaped areas
 12. The sign shall not include any attachments such as balloons, banners, reflectors, or similar.
 13. Signs shall be constructed from durable materials, be weather resistant, and present a finished appearance. Wood and metal are recommended materials. Cardboard or similar flimsy materials are prohibited.
 14. The sign shall be free-standing and shall not be attached in any manner to a building or other physical object.
 15. The sign shall not be located on a public sidewalk, street or street right-of-way, or any public area owned or controlled by the Town unless a permit authorizing the sign has been approved by the Board of Selectmen.
- G. Banner Signs. Banner signs may be allowed in any non-residential district subject to the following:
1. The Building Commissioner may grant a temporary sign permit for banner signs for purposes such as grand openings, sales events, and seasonal promotions.
 2. Temporary banner sign permits shall be valid for a period of 30 days.
 3. A banner sign of textile, synthetic material, or similar, may be either a vertical banner sign or a horizontal banner sign. It shall be affixed and secured to a building or permanent pole, such as a building canopy support pole, or a parking lot light pole.
 4. A vertical banner sign shall be no wider than 2 feet and no longer than 20 feet. A horizontal banner sign attached to the front façade of the business shall be no larger than 20% of the first floor front wall area of the business displaying the banner, with a maximum area in accordance with the following:
 - a. A building located within 100 feet of the street – maximum size 100 square feet.



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- b. A building located between 100 and 500 feet from the street, a maximum area of 300 square feet.
 - c. A building located more than 500 feet from the street, a maximum area of 400 square feet.
5. The number of vertical banner signs shall not exceed the following:
- a. For a commercial or business complex of 1 to 5 businesses: 5 banner signs
 - b. For a commercial or business complex of 6 to 20 businesses: 12 banner signs
 - c. For a commercial or business complex of more than 20 businesses: 25 banner signs
- H. Master Signage Plan. For any development that requires approval of a Site Plan Review or a Special Permit by the Planning Board, a Master Signage Plan shall be submitted as part of the application. If there are 2 or more buildings or individual business spaces proposed, the Master Plan shall include all proposed sign locations for all buildings and business spaces. The plan shall show the proposed placement, size, materials, framing, illumination, graphics and colors of the proposed signage.

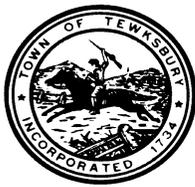
Once the sign plan is approved no sign permit shall be issued for any individual business unless it is in conformance with the Master Signage Plan.

I. Additional Sign Requirements

- 1. Awnings. Awnings used as signs shall not project more than 36 inches from the face of the wall to which they are attached. The signage on the awning must comply with the size requirements of this Section.

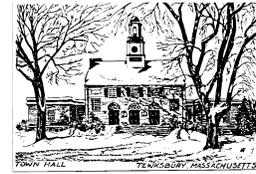
6.2.11. Other Requirements

- A. Billboards and Non-accessory Signs. All billboards and non-accessory signs lawfully erected prior to June 1, 1965, shall be permitted provided no substantial changes are made in location, size, or design of the structure unless the changes are designed to bring the sign into conformance with Section 6.2.
- B. Nonconforming Signs. Signs lawfully erected before the adoption of this bylaw which do not conform to the provisions of this Section 6.2 may continue to be maintained and shall be regarded as nonconforming signs.
- C. Unsafe or Unlawful Signs. When any sign becomes unsecured, in danger of falling, or otherwise derelict or unsafe, or if any sign shall be unlawfully installed, erected, or maintained in violation of any of the provisions of law, the sign owner or the person or firm maintaining the sign shall, upon written notice of the Building Commissioner, immediately in the case of imminent danger, and in any other case within not more than 10 days, make the sign conform to the provisions this Section 6.2, or shall remove it. If within 10 days the order is not complied with, the Building Commissioner may, in conformance with state law, remove the sign at the expense of the owner or lessee.
- D. Derelict Signs. Signs which become decrepit, dilapidated, illegible, or dangerous to the public safety, shall be condemned and removed by the Building Commissioner. Costs may be recovered for the removal from the owner or lessor in the District Court.
- E. Maintenance of Signs. All signs permitted under Section 6.2 shall be appropriately maintained. Appropriate maintenance includes the replacement of missing letters, removal of peeling paint and repainting, replacement of any cracked or broken glass or plastic or similar, replacement of any failed lighting, and



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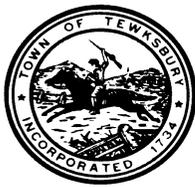
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replacement of any broken, defective, worn out or damaged signs. If the Building Commissioner determines that a sign has not been maintained in accordance with this section, a notice to repair or remove the sign maybe issued to the sign owner to repair or replace the sign within 30 days.

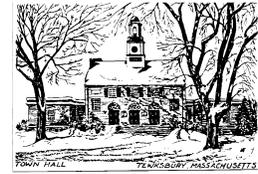
6.3 OFF-PREMISES SIGNS. ELECTRONIC MESSAGE CENTER (EMC) SIGNS AND BILLBOARDS (COLLECTIVELY “OFF-PREMISES SIGNS”)

- A. Locations. Off-premises signs shall be permitted in the Industrial 1 and Office/ Research Zoning Districts located adjacent to either Interstate 93 or Interstate 495. No off-premises sign edge shall be located closer than 25 feet from the Interstate highway right-of way or within 500 feet of a Residential use.
- B. Special Permit. Off-premises signs are allowed only upon the grant of a special permit by the Board of Selectmen (Selectmen). Special permits may be limited to a term of the number of years specified by the Selectmen and subject to an agreement executed with the Town.
- C. Application and Fee. Each application shall be submitted to the Selectmen accompanied by a filing fee of \$2,500. Ten copies of the application filing documents shall be submitted with the information below:
 - 1. Site Plan and area maps identifying the following features:
 - a. Location of any existing buildings, parking spaces, and traffic circulation patterns on the subject parcel;
 - b. Proximity of nearest residentially used or residentially zoned property, utilizing current area photographs and Tewksbury Assessors Maps;
 - c. Specific location of the proposed off-premises sign;
 - d. Details of proposed buffer/landscaping areas around the off-premises sign including species and caliper of any trees or shrubbery one foot or more above the ground in height;
 - e. Location of any existing off-premises sign(s) on the parcel; and
 - f. Photographs or illustrations of the proposed design of the off-premises sign.
 - 2. Additional Information – An application for an off-premises sign shall include the following additional information:
 - a. Detailed dimensions and area of any proposed off-premises sign;
 - b. Detail sheet of any proposed support structure specifying dimensions and construction type. Upon request by the Selectmen or the Building Commissioner, the applicant shall provide a structural analysis of the support structure, stamped by a licensed structural engineer; and,
 - c. Lighting proposal, including specifications of all proposed lighting fixtures to be either attached to the billboard, structure, or affixed to the ground.
 - 3. Additional Requirements:
 - a. Written authorization from the property owner or lawful occupant (such as a lease with a term of at least 5 years) granting permission to install the proposed off-premises sign; and



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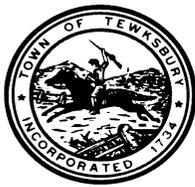
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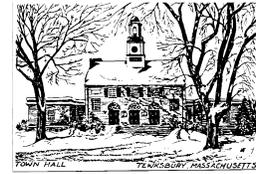
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- b. Any additional information as may be required by the Selectmen to assist it in determining whether the application complies with the provisions and requirements of this Section 6.4.
- D. Dimensional Restrictions and Design Guidelines. All off-premises signs shall be in compliance with the following requirements:
 1. All off-premises signs shall be permanently affixed to a main support structure. No portable off-premises signs shall be permitted.
 2. Off-premises signs shall not have excessive lighting. EMC signs shall use automatic level controls to reduce light levels at night and under cloudy or other darkened conditions.
 3. Exposed backs of off-premises signs, poles, and other support structures shall be of a color and finished so as to present an attractive and finished appearance that will blend with the natural surroundings.
 4. The following types of off-premises signs are prohibited:
 - a. Animated, projected, moving or giving the illusion of movement (including any moving parts), scrolling, flashing, revolving, and blinking, and intermittently flashing illuminated billboards, beacons (or any light directed at any location other than the billboard itself), searchlights, pennants, and inflatable billboards, including balloons;
 - b. Billboards with physical movements of any kind;
 - c. EMC signs that change at intervals of less than once every 10 seconds. Changes of image shall be instantaneous as seen the human eye and shall not use fading, rolling, window shading, dissolving or similar effects;
 - d. Tri-vision billboards;
 - e. Video billboards or billboards that otherwise give the illusion of video or moving images;
 - f. Billboards with sound;
 - g. Billboards with pyrotechnics; and
 - h. Billboards that by reason of position, wording, illustration, size, shape or color obstruct, impair, obscure, interfere with the view of, or may be confused with, any traffic control signal or device, or that may otherwise obstruct or interfere with traffic.
 5. An off-premises sign shall not be located within 1500 linear feet of any other off-premises sign.
 6. An off-premises sign may be double sided. No individual off-premises sign or sign face shall exceed 672 square feet in total area on each side or shall exceed 14 feet in height by 48 feet in width.
 7. An off-premises sign shall be mounted on a pedestal or other support structure.
 8. No off-premises sign shall be located on any building, whether erected or otherwise placed or painted on the building.
 9. No off-premises sign shall be located on or otherwise attached to a tree, utility pole, fence, or rock.



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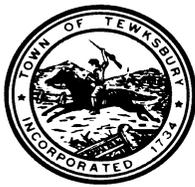
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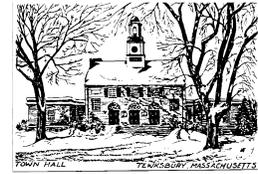
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10. Lighting or other illumination related to the off-premises sign shall not project glare or negatively impact abutting properties and shall not shine onto abutting roadways;
 11. There shall be a 10-foot wide landscaped buffer installed around the base of the support structure to minimize its visual impact.
- E. Criteria for Approval. The Selectmen shall approve an application for a Special Permit under Section 6.4 unless it finds that all of the following conditions are not met. The conditions shall be incorporated into any Special Permit decision:
1. The specific site is an appropriate location for the proposed off-premises sign and the design and layout complies with the standards and requirements set forth in this bylaw;
 2. The proposed off-premises sign shall not adversely affect the abutting neighborhood or have the effect of causing a hazard to motorists;
 3. The off-premises sign, including supports, braces, guys, and anchors, shall be kept in good repair.
 4. All special permit approvals are subject to any necessary approvals, restrictions, and conditions required or issued by the Commonwealth and/or the federal government.
 5. The Selectmen, in granting a special permit, may require additional conditions and safeguards as it deems necessary for protection of the public health, safety, and welfare.
- F. Off-premises Sign Maintenance and Removal. Off-premises signs shall be maintained and be required to be removed in accordance with the following.
1. All off-premises signs and supporting structures shall be kept in good repair and free of wear and tear, rust, and other indices of deterioration.
 2. An off-premises sign permitted under Section 6.4 that is abandoned, discontinued, blank, or is in disrepair for a period of 120 days shall be cause for its removal. For purposes of this section, an off-premises sign will satisfy this condition if:
 - a. There is no advertising paid for by a person or company other than the off-premises sign owner or advertising an interest other than specified in the rental agreement of the off-premises sign;
 - b. The off-premises sign advertises a business, service, enterprise, or activity that is no longer operating or being offered or conducted; or
 - c. The advertising message of the off-premises sign displays becomes illegible in whole or substantial part.
 3. The Building Commissioner shall notify the off-premises sign owner, lessee, and manager of the off-premises sign, as the case may be, in writing, specifying a 45-day period to remove or repair the off-premises sign. If the off-premises sign has not been removed or repaired within such time period to the satisfaction of the Building Commissioner, the Building Commissioner may revoke the off-premises sign building permit and take appropriate action forthwith to remove the sign. All expenses for the removal shall be borne by the off-premises sign owner, lessee, and/or manager as determined by the Building Commissioner.



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4. If the Building Commissioner determines that an off-premises sign is an immediate threat to public safety irrespective of any stays granted to the off-premises sign owner, lessee, or manager, the Building Commissioner may cause any off-premises sign, abandoned or not, and any portion of its support structure if deemed part of the public threat, to be immediately removed, or the threatened area to be cordoned off. All expenses for protecting the public, including the removal of the off-premises sign or stabilization of the public safety threat, shall be borne by the off-premises sign owner, lessee, as determined by the Building Commissioner. An off-premises sign that is not abandoned may be returned to its original position, but only after repairs have been made and the public safety threat has been abated, to the satisfaction of the Building Commissioner.
- G. Surety. The Applicant shall provide a financial surety to the Town in accordance with G.L. c. 44 § 53G ½, that will secure the full cost of the removal of any off-premises sign which is found to be abandoned, discontinued, blank, or is in disrepair, as determined under Section F(2) above. The Applicant shall deposit with the Town Treasurer a surety in an amount that shall be determined by the Selectmen. Upon removal of the off-premises sign, any remaining funds shall be returned to the Applicant in accordance with G.L. c. 44 § 53G ½.
- H. On-premises Signs. Nothing in Section 6.4 shall be applicable to on-premises signs.

6.4 TOWN CENTER DISTRICT DEVELOPMENT STANDARDS

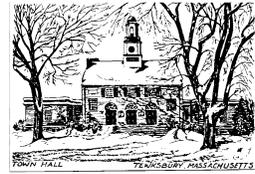
Development in the Town Center District shall conform to the following building and site standards in order to be eligible for site plan approval under Section 3.6 or a special permit from the Planning Board. These standards are supplemental to, not a substitution for, the dimensional and design regulations in Section 5.

- A. Setbacks
1. No use or activity other than landscaping, outdoor dining, public art, sidewalks, seating, street furniture, multi-use paths, or signs shall be permitted between the front building line and the curb. Off-street parking shall not be allowed except by special permit from the Planning Board and no special permit shall be granted except for lots with less than 100 feet of frontage.
 2. The maximum front setback may be increased to accommodate amenities such as a plaza, square, courtyard, recessed entrance, sidewalk, multi-use path, raised terrace, façade offsets, or outdoor dining, but not for automobile use.
 3. Permitted Encroachments
 - a. Low impact stormwater management features may encroach into the first 4 feet of a required setback. The features may include but are not limited to: rain barrels or cisterns, 6 feet or less in height; planter boxes; bioretention areas; or similar features with approval from the Planning Board.
 - b. Porches, stoops, balconies, marquees, arcades, awnings/canopies, building eaves, roof overhangs, gutters, downspouts, light shelves, and bay windows may encroach up to 2 feet into a required setback.
 - c. Structures below and covered by the ground may encroach into a required setback.



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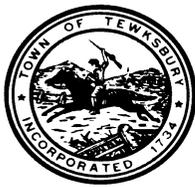
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B. Height

1. The maximum height limits in Section 5.3.3 do not apply to spires, belfries, cupolas, domes not intended for human occupancy; monuments, water tanks/towers or other similar structures which, by design or function, must exceed the established height limits.
2. The following accessory structures may exceed the height limit by not more than 5 feet:
 - a. Chimney, flue or vent stack, spire, smokestack, water tank, windmill;
 - b. Rooftop deck, patio, shade structure;
 - c. Monument, steeple, flagpole;
 - d. Accessory radio or television antenna, relay tower;
 - e. Transmission pole, tower or cable;
 - f. Garden, landscaping;
 - g. Skylight;
 - h. Cupola, clock tower, or decorative tower not exceeding 20% of the principal building footprint; or,
 - i. Solar panel, wind turbine, rainwater collection system.
3. The following accessory structures may exceed the height limit by not more than 10 feet, provided: (1) they do not occupy more than 25 percent of the roof area; and, (2) are set back at least 10 feet from the edge of the roof.
 - a. Elevator or stairway access to roof;
 - b. Greenhouse; and,
 - c. Mechanical equipment.
4. An accessory structure located on the roof shall not be used for any purpose other than a use incidental to the principal use of the building.

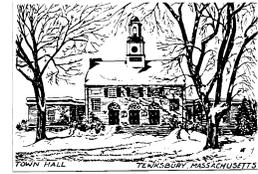
C. Sidewalks

1. Except as provided below, any development of 10,000 square feet or more shall provide a sidewalk at least 6 feet wide and a planting zone along the full length of the front lot line, except for the entrance to the driveway. Sidewalks may be located wholly or partially within the street right of way. If on the lot, sidewalks shall be considered part of the minimum required landscaped open space.
2. Sidewalks shall be separated from the road, wherever feasible, with a landscaped buffer/planting zone meeting the requirements of Section E(1) below. The landscaped buffer may contain street design elements such as benches.
3. Outdoor restaurants and café seating, merchandise displays, planters, and sandwich board signs that are located on the sidewalk shall be located no more than 3 feet from the building and shall leave a pathway of at least 4 feet that is free of obstruction.



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4. A development of less than 10,000 square feet may provide a sidewalk meeting the minimum specifications of this section or provide a payment in lieu of sidewalk construction to the Tewksbury Sidewalk Fund.
5. In its discretion, the Planning Board may authorize a payment in lieu by special permit for a development of 10,000 square feet or more where construction of a sidewalk is infeasible for physical or economic reasons. The burden of proof shall be on the applicant.

D. Walkways

1. All developments shall provide walkways connecting building entrances to building entrances, buildings to streets, and buildings to sidewalks and adjacent public features such as parks and playgrounds, with minimal interruption by driveways or curb cuts.
2. Parking lot aisles and access and interior driveways shall not count as walkways. Walkways should be designed with wider gathering points that may include special features such as water elements or public art. The Planning Board may require benches and other places for people to wait, bicycle racks, stroller bays, and other sheltered spaces near building entrances.
3. Wherever possible, walkways should have some degree of enclosure achieved through the use of building fronts, trees, low hedges, arcades, trellised walks, or other means in order to define the pedestrian space.
4. Walkways and related pedestrian amenities shall be considered part of the minimum required landscaped open space.

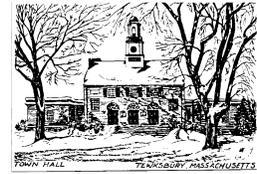
E. Landscaping

1. There shall be a minimum planting zone of 4 feet between the sidewalk in front of a building and the curb. Shade trees and other plantings shall be incorporated in the landscaping plan to help to soften the building façade, create a protective barrier between the street and sidewalk, reduce solar glare, reduce stormwater runoff, absorb pollutants, provide shade, create an appealing environment, and contribute to a sense of place. Selection of shade trees and street trees shall conform to Planning Board guidelines. Landscaping shall be organized in clusters of plantings rather than in a rigid linear arrangement along the front lot line.
2. Wherever possible, unity of landscape design shall be achieved by repetition of certain plant varieties and other materials and, where appropriate, by correlation with adjacent properties.
3. Side yards and rear yards shall be landscaped with trees, shrubs, walls, fences, or other landscape elements to reduce the visual impact of the principal use on adjacent property. On lots abutting a single-family residential district, landscaping shall consist of a substantially sight-impervious screen of evergreen foliage at least 8 feet in height or planting of shrubs and trees complemented by a sight-impervious fence of at least 5 feet, but not more than 8 feet, in height, or such other type of landscaping as may be required by the Planning Board.
4. Wherever possible, existing trees and mature, healthy vegetation shall be preserved and changes to the natural topography of a site shall be minimized.
5. Site landscaping shall not block a driver's view of oncoming traffic.



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F. Exterior Lighting. Throughout the TC District, the goal of an exterior lighting plan shall be to light sidewalks and walkways, building entrances, and parking areas in a consistent, attractive, safe, and unobtrusive manner that minimizes off-site impacts. Toward these ends, exterior lighting shall conform to the following standards, and shall be in accordance with a lighting plan approved by the Planning Board.

1. Pedestrian Lighting

- a. Pedestrian lighting shall be designed to add to the character, aesthetic appeal, and safety of a development and thereby promote greater pedestrian activity.
- b. Pedestrian lighting shall use consistent fixtures, source colors, and illumination levels. To prevent glare and light pollution, light fixtures shall be downcast or full cutoff fixtures.
- c. When pedestrian lighting is used in conjunction with street lighting, the pedestrian lighting shall be clearly distinguishable from the ambient street lighting to clearly define the pedestrian path of travel.
- d. Placement of fixtures shall facilitate uniform light levels and work with the placement of sidewalks, landscaping, signage, building entries, and other features to contribute to the overall continuity of the streetscape and development. The Planning Board prefers the use of a greater number of low fixtures in a well-organized pattern over the use of minimum number of tall fixtures.

2. Parking Areas

- a. Within parking areas, there shall be a unified lighting system that provides functional, attractive lighting throughout the lot.
- b. Fixtures shall be full cutoff and designed to minimize spill light and glare onto adjacent properties. Parking area lighting adjacent to residential districts shall direct the light away from residential properties and limit off-site light levels.
- c. Parking area lighting shall be turned off one hour after the close of business except as needed to provide for minimum security levels.
- d. Parking area lighting shall complement the lighting of adjacent streets and properties and shall use consistent fixtures, source colors, and illumination levels. When adjacent to pedestrian circulation and gathering areas, parking area lighting shall not overpower the quality of pedestrian area lighting.

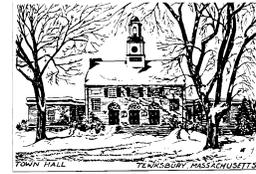
G. Access and Parking

1. No vehicular driveway or parking lot shall be placed between the front building line and front lot line, or in front of a building as seen from the street if the building is located on a different lot than the driveway or parking lot. A driveway and parking lot may be placed in the front of a building that is located in the rear of another building when viewed from a street. No driveway or parking lot shall be located between a pedestrian gathering space and a street except for a pedestrian gathering space located behind a building when viewed from a street. No driveway or parking lot shall intersect or be mixed with a pedestrian gathering space.



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2. Vehicular driveways and parking lots may be located to the side and rear of buildings, to the rear of a pedestrian gathering space, or underground. Where parking is located to the rear of buildings with additional buildings behind, a quadrangle effect should be created to allow parking, landscaping, and walkways or bikeways surrounded on all sides by shops and activity centers.

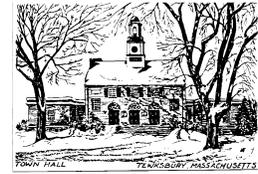
H. Buildings

1. On any lot abutting Route 38/Main Street the main entrance shall be on the front façade, which shall face the street.
2. Blank walls facing a public street or pedestrian plaza are prohibited. Walls or portions of walls where windows are not provided should have architectural treatment, exceptional design elements such as masonry elements that provide texture and color, decorative tile work, artwork, opaque or translucent glass, or lighting fixtures.
3. Rooflines shall provide visual interest, be in keeping with the surrounding character, and be used to break up massing wherever appropriate. When the gable end of a building faces the street, it must be peaked and not flat. Modulating rooflines is encouraged, such as with dormers, varying the direction of the slope, having different projecting architectural elements, or using a variety of exterior cladding materials.
4. The building front facades shall be articulated to achieve a human scale and interest, especially at the ground floor of the building. The application of different textures, shadow lines, and detailing shall be required for site plan approval.
5. Upper-story exteriors shall be accentuated with balconies, terraces, or porches to provide depth to the building and enliven the façade.
6. The ground floor of the front of buildings facing the street shall be designed for occupancy by businesses that are essential for a high-level activity zone, e.g., retail and restaurants. Large buildings that face Main Street but are set back via a courtyard may have a wider variety of ground floor nonresidential uses, such as commercial entertainment, health care, or business services.
7. The main business entrance to each ground floor business, identified by larger doors, signs, canopy, or similar means of accentuation, shall be from the building front.
8. Ground floor display windows shall be framed on all sides by the surrounding wall and shall be highlighted with frames, lintels, and sills or equivalent trim features, or may instead be recessed into the wall or projected from the wall.
9. The main features of the architectural treatment of the building front facades, including the materials used, shall continue on all sides of the building that are visible from a street or a pedestrian gathering space.
10. Accessory structures, air conditioning equipment, electric utility boxes, satellite dishes, trash receptacles, and other ground level utilities shall not be visible from the street and adjacent lots.
11. Rooftop mechanical equipment shall be screened from public view by the use of architecturally compatible materials.



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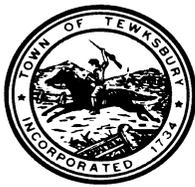
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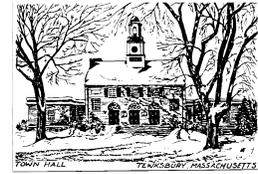
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12. Applicants shall incorporate sustainable design principles wherever possible.
 13. Where first-floor residential uses are allowed, access to the units shall be via a stoop or porch unless such access conflicts with architectural access requirements in the State Building Code. An elevated entrance shall not be required for live/work units.
- I. Additional Requirements for Town Center Major Developments
1. Pedestrian Gathering Spaces. Any development of 25,000 square feet or more shall provide one or more pedestrian plazas or similar gathering spaces for outdoor dining, public art, or social or cultural activities. The purpose of pedestrian gathering spaces is to encourage residents, customers, and employees of Route 38 businesses to linger, shop, and socialize, and to experience the commercial corridor on foot wherever possible. Pedestrian gathering spaces shall be open to the general public.
 - a. The pedestrian gathering space (or combined spaces if more than one) shall measure at least 5% of the net floor area on the lot, but not more than a total of 2,500 square feet and shall be required. At least one pedestrian gathering space shall measure 1,500 square feet or more with a minimum side dimension of 20 feet. No pedestrian gathering space shall measure more than 3,000 square feet. The Planning Board may grant a special permit for a smaller pedestrian gathering space if it meets the purposes of this Section.
 - b. The pedestrian gathering space shall be a natural gathering spot at the street level in front of a building, on the side of a building, or in between buildings, which is to be used exclusively by pedestrians and shall connect to the sidewalk and walkways. For purposes of this Section, a landscaped pedestrian arcade located within a building footprint and open to the outdoors may be counted toward the minimum area required for a pedestrian gathering space.
 - c. Where possible, the pedestrian gathering space shall be open on one side to an adjacent larger space, natural view, or activity area such as an outdoor cafe, coffee cart, food stand, game tables, or playground. Within the pedestrian gathering space, at least one seating area or activity pocket shall be placed along the edge of the space looking into the plaza. The pedestrian gathering space shall provide pedestrian amenities such as benches, kiosks, and other partly enclosed outdoor structures to facilitate waiting or group activities. For a gathering space with sitting walls, they shall be no higher than 20 inches and at least 12 inches wide. Creativity is encouraged in the design of the pedestrian gathering space and the activities it supports. Efforts should be made to align open spaces with adjoining properties.
 - d. Shade trees, ornamental trees, and other landscaping shall be included to provide shelter from the sun, to reduce noise, to beautify/enhance the appearance of the district, and to mitigate exhaust fumes. All landscaping shall use species that are tolerant to the climate conditions in Tewksbury and shall be designed to facilitate ongoing maintenance and watering.
 - e. Nothing in this Bylaw shall prohibit the serving of foods and drinks at outdoor tables in a pedestrian gathering space.
 - f. A pedestrian gathering space shall be considered part of the minimum required landscaped open space. The area required for a sidewalk shall not be included in the pedestrian gathering space.



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7. SPECIAL USE REGULATIONS

7.1 FAMILY SUITE

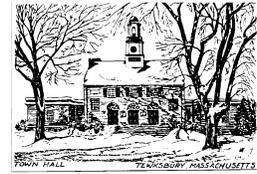
A Family Suite is allowed as an accessory use in a single-family dwelling in R40, F, TD, MF and VR districts in accordance with the following requirements. Except as noted, these requirements are not subject to relief through a variance.

- A. A family suite may have a maximum floor area not to exceed 1000 square feet upon approval by the Planning Board through Site Plan Review.
- B. Common entries and open decks shall not be included in the square footage calculation of the family suite.
- C. A family suite can have a maximum of 2 bedrooms.
- D. The family suite shall be contiguous with the single-family dwelling with direct access or connected with a common closed entry.
- E. The family suite shall not have its own front door, however, it may have a side or rear exit with an open deck and egress.
- F. Any structural addition of a family suite must meet all front, side, and rear setbacks and lot coverage requirements for the district unless variances are granted by the ZBA in accordance with G.L. c. 40A, § 10.
- G. No more than 3 related persons shall occupy the family suite.
- H. A minimum of one additional off-street parking space shall be provided, but a separate driveway is not permitted.
- I. Annual certification by notarized affidavit shall be provided to the Building Commissioner that the owner of the property, except for bona fide temporary absence, occupies one of the two dwelling units as a primary residence. Failure to provide a certified affidavit on an annual basis shall be sufficient cause for the Planning Board to revoke Site Plan Review. In the case of a family suite unit approved as of right, failure to provide a certified affidavit on an annual basis shall represent sufficient cause for the Building Commissioner to issue a Notice of Zoning Violation to the owner and to undertake such remedial action as the Building Commissioner may determine is necessary.
- J. The property with a family suite must comply with Title V of the State Environmental Code. Hook-up to Town sewer shall be required if the service is available and, if not, as soon as Town sewer becomes available.
- K. Only one family suite may be constructed in any dwelling.
- L. The Planning Board may impose any conditions it deems appropriate to satisfy the Town's interest in limiting the number and degree of persons who may occupy a family suite at any one time, together with such other conditions as it may deem appropriate, if any, including but limited to, provisions calling for the termination of the special permit and all rights granted thereunder in the event of a foreclosure sale of the premises for which the special permit has been granted by a mortgagee or any lien holder of record with priority over the special permit.



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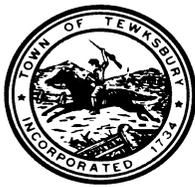
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- M. Notwithstanding anything else contained in this Bylaw to the contrary, if the owner or a child of the owner has a disability and requires assistance with Activities of Daily Living (ADLs), the family suite may be occupied by a personal care attendant who need not be related to the owner. In such case, a letter from a licensed physician, verifying the disability and the need for assistance with ADLs shall be submitted to the Building Commissioner.
- N. The Planning Board may impose such special conditions, safeguards, and limitations on time and use as it deems appropriate.

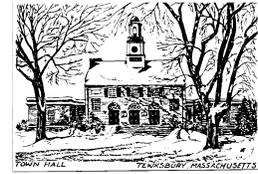
7.2 HOME OCCUPATION

- A. In any Residential district, a customary home occupation, incidental to the principal residential use, is permitted as of right only if all of the following conditions are met:
 - 1. No nonresident shall be employed therein;
 - 2. There shall be no stock in trade kept nor commodities sold on the premises except for goods produced by the owner of the business or by immediate family members residing on the premises;
 - 3. Not more than 25% of the existing gross floor area of the dwelling unit in the principal building, not to exceed 600 square feet, is devoted to such use;
 - 4. There shall be no display of goods or wares visible from the street;
 - 5. All advertising devices visible from off the lot are specifically prohibited;
 - 6. No equipment, machinery, or materials other than types normally found in or compatible with a dwelling shall be allowed;
 - 7. The buildings or premises occupied shall not have a detrimental impact on the neighborhood due to exterior appearance, emission of odor, gas, smoke, dust, noise, electrical disturbance, or in any other way. In a structure containing more than one dwelling unit, the use shall not become objectionable or detrimental to any residential use within the structure;
 - 8. Any such building shall include no feature of design not customary in buildings for residential use; and,
 - 9. The minimum required parking for the residential use shall not be reduced or made unusable by the home occupation.
- B. Home Occupation by Special Permit. A home occupation may be allowed by special permit issued by the Zoning Board of Appeals, provided that it:
 - 1. Fully complies with subsections (A)(4), (A)(6), and (A)(7) above;
 - 2. Is conducted within a dwelling solely by the person(s) occupying the dwelling as a primary residence and, in addition to the residents of the premises, by not more than one additional employee;
 - 3. Does not exhibit any exterior indication of its presence, or any variation from residential appearance, except for a sign or name plate in conformance with Section 6.2.



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4. A special permit for such use is granted by the Zoning Board of Appeals, subject to conditions including, but not limited to, restriction of hours of operation, maximum floor area, off-street parking, and maximum number of daily customer vehicle trips. Such special permit shall be limited to 5 years, or the transfer of the property, whichever first occurs.

7.3 ADULT USES

7.3.1. Purpose

The purpose of this section is to regulate the location of the adult use establishments; to prevent the associated secondary effects of these establishments; and to protect and promote the general welfare, health and safety of the residents of Tewksbury.

7.3.2. Special Permit Required

The operation of an adult use establishment shall require a special permit from the Planning Board. The Planning Board may impose conditions, safeguards and limitations as it deems appropriate to protect the neighborhood or the Town including, but not limited to:

- A. Screening of parking areas or other parts of the premises from adjoining premises or from the street by specified walls, fences, plantings or other devices;
- B. Modification of the exterior features or appearances of the structure(s);
- C. Limitation of size, number of occupants, method and time of operation and extent of facilities;
- D. Regulation of number, design and location of access drives, drive-up windows and other traffic features;
- E. Requirement for performance bonds or other security; and,
- F. Installation and certification of mechanical or other devices to limit present or potential hazard to human health, safety, welfare, or the environment resulting from smoke, odor, particulate matter, toxic matter, glare, noise, vibration, or any other objectionable impact generated by the use of land.

7.3.3. Conditions

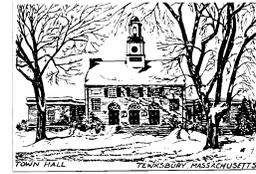
Development or operation of adult use establishments shall meet the following conditions:

- A. Adult use establishments shall be restricted to operation only within or in an Industrial district or the Office Research district.
- B. There shall be no more than:
 1. one adult bookstore permit, adult video permit, or adult paraphernalia permit granted for each 15,000 residents of the Town as listed in the last state census; prior to a second adult bookstore permit being issued there shall be 30,000 residents of the Town as listed in the last state census; or,
 2. one adult motion picture theater permit granted for each 24,000 residents of the Town as listed in the last federal census; or,
 3. one adult cabaret permit for each 24,000 residents of the Town as listed in the last federal census.



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- C. No adult use establishment permit shall be granted if the proposed location is within 1320 feet of another presently existing or permitted adult use establishment.
- D. No adult use establishment permit shall be granted if the proposed location is within 1320 feet of an establishment licensed under G.L. c. 138, §12; a public school or playground; a municipal building or use; a cemetery; a commercial amusement center or park; a hospital or nursing home; a private or religious, sectarian or denominational school, building or use.
- E. No permit shall be granted for an adult use establishment in an area otherwise properly zoned if the specific location is within 1000 foot radius of an interstate highway ramp where the ramp intersects with a Town or state owned roadway.
- F. No permit shall be granted for an adult use establishment in an area otherwise properly zoned if the specific location is within a 1320 foot radius of an R40, or MFD District unless the use is physically separated from the residential districts by an interstate right of way, with no direct access from the right of way to the residential, heavy industrial and office research district.
- G. No special permit for an adult use establishment shall be granted to any person convicted of violating the provisions of G.L. c. 119, § 63 or G.L. c. 272, § 28.
- H. The hours in which adult use establishments are open to the public shall be limited as follows: adult bookstore, adult paraphernalia store, adult video store, or similar adult use establishment between the hours of 9:00 A.M. and 9:00 P.M.; adult motion picture theater, adult cabaret club, or similar adult use establishment between the hours of 4:00 P.M. and 12:00 Midnight.
- I. Design Standards. Development or operation of adult use establishments shall meet the following design standards:
 - 1. The yard space, building height, and any other provisions of the Zoning Bylaws applicable to the Commercial districts shall apply to lots within the Adult Entertainment District unless contrary to the provisions contained in this section.
 - 2. A landscaped buffer which shall be a minimum of 60 feet in depth designed to mitigate the impact of the adult use establishment on abutting properties shall be required by the Planning Board between the use and the adjacent properties.
 - 3. No adult use establishment may have any flashing lights visible from outside the establishment or theater.

7.3.4. Signs

- A. No adult use establishment shall be eligible to apply for a special permit requesting an accessory sign.
- B. The highest point on any adult use advertisement sign may be no higher than 24 feet above ground level.
- C. No adult use advertisement sign may contain any moving, flashing or animated lights, or visible moving or movable parts.

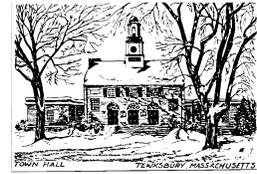
7.3.5. Mandatory Findings by the Planning Board

The Planning Board shall not issue a special permit unless, without exception, it finds that:



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- A. The proposed use is in harmony with the purpose and intent of this Bylaw;
- B. The proposed use complies with all applicable requirements of this Bylaw; and,
- C. The proposed use will not prove injurious to the safety or general welfare of the neighborhood within which it proposes to locate nor will the proposed use prove destructive of property values.

7.3.6. Regulations and Fees

The Planning Board shall adopt and, from time to time, amend regulations, not inconsistent with the provisions of this Bylaw or G.L. c. 40A or other applicable provision of the General Laws, and shall file a copy of these regulations with the Town Clerk. The regulations shall prescribe as a minimum the size, form, contents, style, the number of copies of plans and specifications, and the Town boards or agencies from which the Planning Board shall request comments. The Planning Board may adopt, and from time to time, amend fees sufficient to cover reasonable costs incurred by the Town in the review and administration of the Special Permit.

7.4 LARGE-SCALE GROUND MOUNTED SOLAR PHOTOVOLTAIC FACILITIES

7.4.1. Purpose

The purpose of this Section 7.5 is to regulate the creation of new large-scale ground-mounted solar photovoltaic installations by providing standards for the placement, design, construction, operation, monitoring, modification, and removal of such installations that address public safety, minimize impacts on scenic, natural and historic resources and to provide adequate financial assurance for the eventual decommissioning and removal of these installations. The provisions set forth in this section shall apply to the construction, operation, and/or repair of large-scale ground-mounted solar photovoltaic installations.

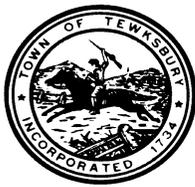
7.4.2. Applicability

This section applies to large-scale ground-mounted solar photovoltaic installations proposed to be constructed after the effective date of this section. This section also pertains to physical modifications that materially alter the type, configuration, or size of these installations or related equipment. A Large-scale Ground Mounted Solar Photovoltaic Facility shall be defined as a Solar Photovoltaic system that is structurally mounted on the ground, is not roof-mounted, and has a minimum nameplate capacity of 250 kW DC. There shall be no ground mounted Solar Photovoltaic system allowed unless as permitted in this Bylaw.

7.4.3. General Requirements for All Large-Scale Solar Power Generation Installation

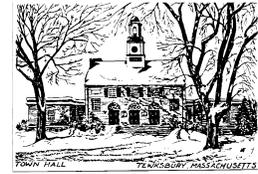
The following requirements are common to all solar photovoltaic installations to be sited in specific designated locations.

- A. Compliance with laws, bylaws, and regulations. The construction and operation of all large-scale solar photovoltaic installations shall be consistent with, and insofar as pertinent, compliant with all applicable local, state, and federal requirements, including but not limited to all applicable safety, construction, electrical, and communications requirements. All buildings and fixtures forming part of a solar photovoltaic installation shall be constructed in accordance with the State Building Code in force and applicable at any relevant time.
- B. Building permit and building inspection. No large-scale ground-mounted solar photovoltaic installation shall be constructed, installed, or modified as provided in this section, nor shall construction or installation be commenced without first obtaining the necessary or appropriate permits.



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- C. Special Permit. All large-scale ground-mounted solar photovoltaic installations shall require a special permit from the Planning Board prior to the issuance of a building permit.
- D. General. All applications for a large-scale ground-mounted solar photovoltaic installation shall be submitted in accordance with the Planning Board's rules and regulations governing site plans as may be amended from time to time. All substantive plans or other technical documents submitted in support of the application shall have been prepared by engineers or surveyors licensed to practice in Massachusetts.

7.4.4. Additional Information

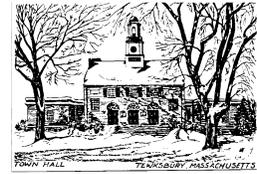
In addition to the information required for a site plan application, the following additional information shall be submitted for each large-scale ground-mounted solar photovoltaic installation:

- A. Drawings of the solar photovoltaic installation showing the proposed layout of the system and any potential shading from nearby structures;
- B. One- or three-line electrical diagram detailing the solar photovoltaic installation, associated components, and electrical interconnection methods, with all National Electrical Code compliant disconnects and overcurrent devices;
- C. Documentation of the major system components to be used, including the PV panels, mounting system, and inverter;
- D. Name, address, and contact information for proposed system installer;
- E. The name, contact information, and signature of any agents representing the applicant in connection with the special permit application process, or general project oversight following the issuance of any special permit;
- F. Documentation of actual or prospective access and control of the project site
- G. An operation and maintenance plan;
- H. Description of financial surety;
- I. Vegetated buffer plan showing size, type, and amount of trees/shrubs to be installed to protect street(s) and residential homes from view of site, which buffer as approved within the reasonable discretion of the Planning Board, is hereby required for any installation pursuant to this section;
- J. Site Control. The applicant shall submit documentation of actual or prospective access and control of the project site sufficient to allow for construction and operation of the proposed solar photovoltaic installation. Fencing, if installed, shall be subject to approval by the Planning Board, and shall not consist of barbed wire or razor wire;
- K. Operations and Maintenance Plan. The applicant shall submit a plan for the operation and maintenance of the large-scale ground-mounted solar photovoltaic installation, which shall include measures for maintaining safe access to the installation as well as general procedures for operational maintenance of the installation and emergency shutdown of the site if needed and,



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- L. Utility Notification. No large-scale ground-mounted solar photovoltaic installation shall be approved by the Planning Board until satisfactory evidence has been submitted to the Planning Board that the electric utility has been informed of the applicant's intent to install an interconnected customer-owned generator.

7.4.5. Dimension and Density Requirements

For large-scale ground-mounted solar photovoltaic installations, the following dimensional requirements shall apply.

- A. Lot Area: The minimum lot or parcel size for any installation shall be 5 acres.
- B. Setbacks: 50 feet front and 20 feet side and rear yard setbacks are required, provided that setbacks shall be 200 feet from any adjoining residential lot line unless waived by the Planning Board based upon findings of sufficient buffering and screening and a determination that the waiver is in the best interest of the Town.
- C. Height: The height of any or all structures comprising the large-scale ground-mounted solar photovoltaic facility shall not exceed 20 feet above the pre-existing natural grade underlying each particular structure unless waived by the Planning Board based upon findings of sufficient buffering and screening and a determination that the waiver is in the best interest of the Town.

7.4.6. Appurtenant Structures

All structures appurtenant to large-scale ground mounted solar photovoltaic installations shall be subject to the dimensional requirements of the zoning district in which they are located. All appurtenant structures, including, but not limited to, equipment shelters, storage facilities, transformers, and substations, shall be architecturally compatible and harmonious with each other. Whenever feasible, in the reasonable opinion of the Planning Board, structures should be sheltered from view by vegetation and/or joined or clustered to avoid adverse visual impacts.

7.4.7. Design Standards

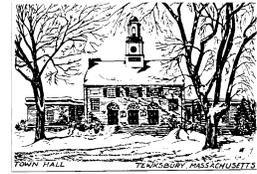
The following standards shall apply to all large-scale ground-mounted solar photovoltaic installations in addition to those contained in the Site Plan Review Regulations.

- A. Signage. Signs on large-scale ground-mounted solar photovoltaic installations shall comply with all provisions of this Zoning Bylaw relative to signs. A sign consistent with these provisions shall be required to identify the owner of the premises, as well as the operator of the solar photovoltaic installation, if different from the owner, and provide a 24-hour emergency contact phone number. Solar photovoltaic installations shall not be used for displaying any advertising except for reasonable identification of the manufacturer or operator of the solar photovoltaic installation.
- B. Utility connections. Reasonable efforts, as determined by the Planning Board, shall be made to place all utility connections from the solar photovoltaic installation underground, depending on appropriate soil conditions, shape, and topography of the site and any requirements of the electric utility. If an existing above ground connection solution already exists, however, this can be used if it meets the requirements of the electric utility. Electrical transformers for utility interconnections may be aboveground if required by the electric utility concerned with the project.
- C. Glare. The plan shall show how the abutting properties and local traffic will be protected from glare or reflected light from the installation.



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7.4.8. Safety and Environmental Standards

- A. Emergency services. The large-scale solar photovoltaic installation applicant shall provide a copy of the project summary, electrical schematic, and site plan to the local Fire Chief and concerned electric utility. Upon request, the applicant shall cooperate with local emergency services in developing an emergency response plan. All means of shutting down the solar photovoltaic installation shall be clearly marked. The applicant shall identify a responsible person for public inquiries throughout the life of the installation.
- B. Solar photovoltaic installation conditions. The large-scale ground-mounted solar photovoltaic installation applicant shall maintain the facility in good condition. Maintenance shall include, but not be limited to, painting, structural repairs, and integrity of security measures. Site access shall be maintained to a level acceptable to the local Fire Chief and emergency medical services. The applicant shall be responsible for the cost of maintaining the solar photovoltaic installation and any access road(s), unless accepted as a public way.

7.4.9. Abandonment or Decommissioning

Any large-scale ground-mounted solar photovoltaic installation that has reached the end of its useful life or has been abandoned consistent with Subsection 7.5.10 of this section shall be removed. The applicant shall physically remove the installation no more than 150 days after the date of discontinued operations. The applicant shall notify the Planning Board by certified mail of the proposed date of discontinued operations and plans for removal. Decommissioning shall consist of all of the following:

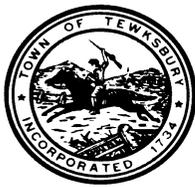
- A. Physical removal of all large-scale ground-mounted solar photovoltaic installations, structures, equipment, security barriers and transmission lines from the site.
- B. Disposal of all solid and hazardous waste in accordance with local, state, and federal waste disposal regulations.
- C. Stabilization or re-vegetation of the site as necessary to minimize erosion. The Planning Board may allow the owner or operator to leave landscaping or designated below-grade foundations in order to minimize erosion and disruption to existing vegetation. All disturbed areas shall be covered with a minimum of 6 inches of good quality top soil before seeding.

7.4.10. Abandonment

Absent notice of a proposed date of decommissioning or written notice of extenuating circumstances deemed reasonable by the written acknowledgment of the Planning Board, which shall not be unreasonably refused, the solar photovoltaic installation shall be considered abandoned when it fails to operate for more than one year without the written consent of the Planning Board. The failure to operate shall be conclusively determined based on the records showing the power supplied by the installation to the grid. If the applicant of the large-scale ground-mounted solar photovoltaic installation fails to remove the installation in accordance with the requirements of this section within 150 days of abandonment or the proposed date of decommissioning, the Town may order the removal of the installation.

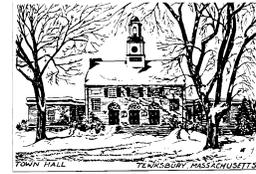
7.4.11. Financial Surety

As a condition of the Special Permit, the Planning Board shall require the applicant to provide surety in an amount approved by the Planning Board to be necessary to ensure the proper removal of the installation. The form of the surety shall be through an escrow account, surety bond, or other means of like character acceptable to the Planning Board. The amount of the surety shall be based on a fully inclusive estimate of the costs associated with removal and site restoration, prepared by a qualified engineer. The amount shall include a mechanism for calculating increased



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removal costs due to inflation or the increased market rate cost of the equipment and services necessary to achieve the removal and site restoration. In no case shall the amount of the surety exceed 125% of the cost of removal and compliance with the additional requirements set forth herein. A surety shall not be required for municipally or state-owned facilities.

7.5 REMOVAL OF SAND, GRAVEL, QUARRY OR OTHER EARTH MATERIALS

No sod, loam, sand, gravel, or quarry stone shall be removed for sale (except when incidental to and in conformity with the construction of a building for which a permit has been issued in accordance with the Building Laws), except by special permit from the ZBA.

8. OTHER DEVELOPMENT REGULATIONS

8.1 NONCONFORMING USES AND STRUCTURES

8.1.1. Applicability

- A. This Bylaw shall not apply to structures or uses lawfully in existence or lawfully begun, or to a building or special permit issued before the first publication of notice of the public hearing required by G.L. c. 40A, § 5 on this Zoning Bylaw, or any relevant part thereof. Lawfully pre-existing nonconforming uses and structures may continue, provided that no modification of the use or structure shall be allowed unless authorized under this Section 8.1.
- B. Nonconforming Uses. The ZBA may issue a special permit to extend a nonconforming use only if it determines that the change or extension shall not be substantially more detrimental than the existing nonconforming use to the neighborhood. The ZBA shall not allow an existing nonconforming use to be changed to another nonconforming use.
- C. Nonconforming Structures. The ZBA may issue a special permit to reconstruct, extend, alter, or change a nonconforming structure only if it determines that such reconstruction, extension, alteration, or change shall not be substantially more detrimental than the existing nonconforming structure to the neighborhood.
- D. Variance Required. The reconstruction, extension, or structural change of a nonconforming structure in such a manner as to increase an existing nonconformity, or create a new nonconformity, including the extension of an exterior wall at or along the same nonconforming distance within a required yard, shall require the issuance of a variance from the ZBA; provided, however, that this provision shall not apply to nonconforming single-family and two-family residential structures, which shall be governed by Section 8.1.2 below.

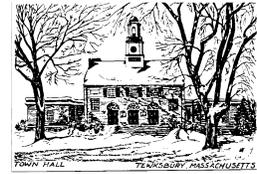
8.1.2. Pre-Existing Nonconforming Single and Two Family Residential Structures

- A. Pre-Existing Nonconforming single-family and two-family residential structures may be reconstructed, extended, altered, or structurally changed upon the issuance of a building permit if the Building Commissioner determines that the proposed reconstruction, extension, alteration, or change does not increase the nonconforming nature of the structure. The following 5 conditions shall not be deemed to increase the nonconforming nature of a single-family or two-family residential structure and shall be used in the Building Commissioner's determination.



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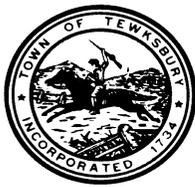
1. Any reconstruction, extension, alteration, or change to a structure which complies with all current setback, yard, building coverage, and building height requirements but is located on a lot with insufficient area, where the reconstruction, extension, or alteration or change will also comply with all of current requirements of this Bylaw.
 2. Any reconstruction, extension, alteration, or change to a structure which complies with all current setback, yard, building coverage, and building height requirements but is located on a lot with insufficient frontage, where the reconstruction, extension, or alteration or change will also comply with all current requirements of this Bylaw.
 3. Any reconstruction, extension, alteration, or change to a structure which encroaches upon one or more required yard or setback areas, where the reconstruction, extension or alteration or change will comply with all current setback, yard, building coverage, and building height requirements; the provisions of this subsection shall apply regardless of whether the lot complies with current area and frontage requirements.
 4. Any extension, alteration, or change to the side or face of a structure which encroaches upon a required yard or setback area, where the extension or alteration or change will not encroach upon such area to a distance greater than the existing structure; the provisions of this subsection shall apply regardless of whether the lot complies with current area and frontage requirements. The setbacks for this provision shall not be less than 25 feet on the front and 10 feet on the side and rear.
 5. Any extension, alteration, or change to a nonconforming structure which will not increase the footprint of the existing structure provided that existing height restrictions shall not be exceeded. The setbacks for this provision shall not be less than 25 feet on the front and 10 feet on the side and rear.
- B. If the Building Commissioner determines that the nonconforming nature of the structure would be increased by the proposed reconstruction, extension, alteration, or change, the ZBA may allow the proposed reconstruction, extension, alteration, or change if it finds that the proposed modification will not be substantially more detrimental to the neighborhood than the existing nonconforming structure.

8.1.3. Nonconforming Lots; Reduction or Increase

- A. Any lot, or open space on a lot, including yards and setbacks, shall not be reduced or changed in area or shape such that the lot, open space, yard, or setback is made nonconforming or more nonconforming unless a special permit has been granted under the provisions of this Bylaw. However, this Section 8.1.3 shall not apply in the case of a lot a portion of which is taken for a public purpose.
- B. A nonconforming lot which has come into conformity shall not again be changed to a nonconforming lot.
- C. Any off-street parking or loading spaces, if already equal to or less than the number required to serve their intended use, shall not be further reduced in number except as provided in Section 6.1.

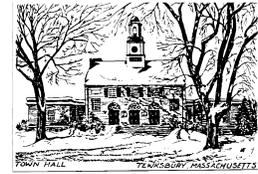
8.1.4. Abandonment or Non-Use

- A. A nonconforming use or structure which has been abandoned or not used for a period of 2 years shall lose its protected status and be subject to all provisions of this Zoning Bylaw.
- B. A nonconforming use shall be considered abandoned when the premises have been devoted to another use, or when the characteristic equipment and the furnishing of the nonconforming use have been removed from



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the premises and have not been replaced by similar equipment within 2 years unless other facts show intention to resume the nonconforming use.

8.1.5. Reconstruction after Catastrophe or Demolition

A nonconforming structure may be reconstructed after a catastrophe or after demolition, provided that the owner shall apply for a building permit and start operations for reconstruction on the premises within 2 years after the catastrophe or demolition, and provided that the building(s) as reconstructed shall be only as great in volume or area as the original nonconforming structure or provided that the building meets all applicable requirements for yards, setback, and height. In the event that the proposed reconstruction would cause the structure to exceed the volume or area of the original nonconforming structure or exceed applicable requirements for yards, setback, and/or height, a special permit shall be required from the ZBA.

8.1.6. Reversion to Nonconformity

No nonconforming use shall, if changed to a conforming use, revert to a nonconforming use.

8.2 MULTIFAMILY DEVELOPMENTS

8.2.1. Purpose

The purpose of this Section 8.2 is to regulate the development of multifamily dwellings by establishing eligibility requirements and reasonable conditions for construction. This section is not intended to supersede, modify, or conflict with the powers and duties delegated to the Planning Board pursuant to the Subdivision Control Law, G.L. c. 41, §§ 81K - 81GG.

8.2.2. Applicability

This section applies to the construction of multifamily developments in any district in which they are allowed as of right or by special permit from the Planning Board in accordance with Section 5 of this Bylaw.

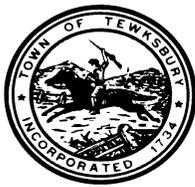
8.2.3. Submission Requirements and Procedures

Application for a special permit under this Section 8.2 shall be in accordance with the Planning Board's regulations and Section 3.5 of this Bylaw. Where multifamily developments are a permitted use, approval shall be subject to Site Plan Review by the Planning Board under Section 3.6.

8.2.4. Design Standards for Multifamily Developments

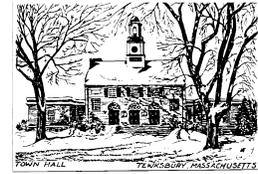
Except in the Town Center District, multifamily developments shall meet the following standards:

- A. Any site proposed for a multifamily development shall have a minimum lot area of one (1) acre and a minimum frontage of 150 feet on a public or private way that is open for public use. However, the Planning Board may waive the minimum lot frontage to not less than 40 feet on a public way provided that a suitable private access road into the site area can be constructed with the reduced frontage;
- B. Maximum density shall be 7 units per acre nor more than 14 bedrooms per acre. This will allow for flexibility in the number of bedrooms per unit to vary from one to 3 bedrooms. The ratio of three-bedroom market rate units to three-bedroom affordable units (as required under Section 8.3) shall be 1 to 1. No more than 5% of the total site area within the wetlands and/or flood plain shall be used in calculating maximum density for the site. If more than 5% of the site is in wetlands or flood plains, the portion that exceeds 5% shall be deleted from the area used to determine maximum density;



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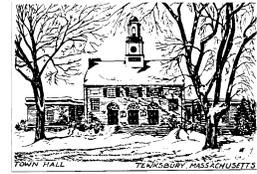
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- C. The maximum coverage of the site available for use by all buildings, including garages, and carports shall not exceed 30% of the site area;
- D. Maximum building height shall be 45 feet unless waived by the Planning Board;
- E. No building within the development shall be constructed within 50 feet of any perimeter of site;
- F. All lighting shall be directed away from adjoining property;
- G. Services.
 - 1. All utilities shall be installed underground using standards established by the Planning, Health, Building, and Public Works Departments of the Town. Sewage shall be disposed of by means of adequate connections as required by state and local Departments and Board of Health;
 - 2. If curbside pick-up of trash and recycling materials is not viable, there shall be shared waste disposal facilities (such as dumpsters for household trash and dumpsters for recycling) adequately sized for the development as determined by the Board of Health;
- H. The distance between the buildings that are structurally connected by roofing, fencing, or other means but not enclosed or heated shall be determined by the Planning Board. Distance parameters will be determined on the aesthetics, created by the design, practicality of design, and the effect on the development by the design. The Planning Board shall determine any distance parameters between buildings not covered under this Bylaw;
- I. Any roadway or access drive located within 50 feet of a property line other than the front property line shall be shielded from the property line by a buffer of trees satisfactory to the Planning Board between the roadway and property line for the entire length of the roadway within the 50-foot area. This planting shall be in addition to any existing vegetation between the property line and the proposed roadway and shall be placed a maximum of 40 feet apart;
- J. Walkways, tables, benches, or flowering bushes or trees may be allowed in 50- to 100-foot buffer areas at the discretion of the Planning Board to improve the aesthetics of the site and views from surrounding areas;
- K. Television, radio, and communications services shall be supplied by a central system with underground connections;
- L. Not less than 60% of the upland area of the site available for use shall be set aside as open space. The open space shall remain free from structures, parking and drives, and this area shall be left either in its natural state, attractively landscaped, or developed for outdoor recreational facilities. Unless waived by the Planning Board, suitable recreational facilities shall be provided within the required open space. The owner or owners shall be responsible for the maintenance of common areas, including but not limited to snow plowing within the site limits and rubbish disposal. No outside burning of rubbish or inside incineration shall be permitted; and,
- M. Any application for a Multifamily Development special permit shall comply with Section 8.3 of this Bylaw.



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8.2.5. Design Standards for Multifamily Developments in the Town Center District

Multifamily Developments shall be subject to Site Plan Review by the Planning Board under Section 3.6 and shall comply with Section 6.4, as applicable, and the following additional requirements. Where any requirements in this section conflict with Section 5.3.3, this section shall govern.

- A. The proposed site shall have a minimum lot area of 40,000 square feet and minimum lot frontage of 150 feet on Main Street;
- B. Maximum building coverage shall not exceed 35% of the lot area; and,
- C. No building within the development shall be constructed within 50 feet of the lot line of an abutting single-family dwelling.

8.2.6. Off-Street Parking

- A. Provision shall be made for not less than 2 parking spaces per unit, one of which shall be completely enclosed. Detached parking garages will be permitted and designed so as to complement the building design and site layout, but shall not be constructed within setback areas.
- B. Enclosed parking spaces shall be 10 feet wide and 20 feet long and unenclosed parking spaces shall be not less than 9.5 feet wide and 18.5 feet long unless waived by the Planning Board.
- C. Additional enclosed or unenclosed parking spaces shall be provided for guests and recreational areas as indicated below:
 - 1. Guest: 1 parking space per 2 dwelling units
 - 2. Tennis Court: 2 parking spaces per court
 - 3. Recreation buildings/swimming pools: 1 parking space per 10 dwelling units, but not less than 10 parking spaces

8.2.7. Criteria for Waivers

Where the Planning Board is specifically authorized to waive a requirement in this Section 8.2, the Board shall base its decision upon findings that the waivers will provide for improved aesthetics created by the design, and practicality of design to lessen environmental, neighborhood, and public service impacts.

8.2.8. Design Guidelines

Whether proposed by special permit or through Site Plan Review, multifamily developments shall comply with design guidelines, if any, adopted by the Planning Board and kept on file with the Town Clerk and Department of Community Development.

8.3 AFFORDABLE HOUSING REQUIREMENTS

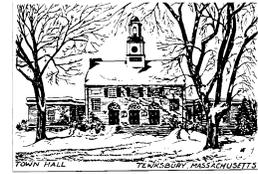
8.3.1. Purposes

The purpose of this Section 8.3 is to provide affordable housing choices throughout the Town, and to provide for a diverse, balanced, and inclusive community, with housing for people of all income levels as a matter of basic fairness and social responsibility.



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8.3.2. Applicability

- A. Any application to the Planning Board for construction of 6 or more dwelling units on one or more contiguous parcels in the Multifamily District, Town Center District, Mixed-Use Business, or Village Residential District, or for an Open Space Residential Development special permit under Section 8.4, shall be subject to the provisions of this Section 8.3.
- B. Development shall not be segmented to avoid compliance with this Section 8.3. Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of 3 or more lots or dwelling units above the number existing 36 months prior to an application to develop any parcel or set of contiguous parcels held in common ownership or under common control on or after the effective date of this Section.

8.3.3. Basic Requirements

- A. Except as provided in subsection (B) below, at least 15% of the units in any development subject to this Section 8.3 shall be affordable housing as defined in Section 2, Definitions. Fractions equal to or greater than 0.5 shall be rounded up to the nearest whole number.
- B. In any OSRD development that is subject to this Section 8.3, at least 10% the total dwelling units shall be affordable housing. Fractions equal to or greater than 0.5 shall be rounded up to the nearest whole number.

8.3.4. Methods of Compliance

- A. On-site units. Construction of affordable units on the site of the project is the preferred approach to creating affordable housing. On-site units shall be required for any multifamily development or mixed-use development.
- B. For an Open Space Residential Development, the Planning Board may grant a special permit for the applicant to pay a fee in lieu of affordable units to the Tewksbury Affordable Housing Trust. The fee-in-lieu per unit shall be determined in accordance with the Planning Board's regulations.

8.3.5. Timing of Construction, Provision of Affordable Housing

Affordable units shall be provided coincident to the development of market-rate units, but in no event shall the construction of affordable units or payment of the fee-in-lieu of units be delayed beyond the schedule noted below.

Market-rate Unit %	Affordable Housing Unit %	Mixed Use Commercial (if applicable)
Up to 30%	None required	None required
30% plus 1 unit	At least 10%	At least 25% completion
Up to 50%	At least 30%	At least 50% completion
Up to 75%	At least 50%	
75% plus 1 unit	At least 70%	At least 75% completion
Up to 90%	100%	100% completion

Fractions of units shall not be counted.

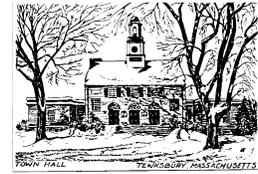
8.3.6. Location of Affordable Housing Units

All affordable units constructed or rehabilitated under this Bylaw shall be situated within the development so as not to be in less desirable locations than market-rate units in the development and shall, on average, be no less accessible to public amenities, such as open space, as the market-rate units. Affordable units within market-rate developments shall be integrated with the rest of the development and shall be compatible in design, appearance,



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construction, and quality of materials with other units. Interior features of affordable units shall comply in all respects to the minimum design and construction standards of the Department of Housing and Community Development for the Local Initiative Program.

8.3.7. Marketing Plan for Affordable Units

Affordable units shall be rented or sold in accordance with an affirmative fair housing marketing plan approved by the Department of Housing and Community Development.

8.3.8. Preservation of Affordability; Restrictions on Resale

No building permit shall be issued until the applicant executes an enforceable agreement with the Town, in a form acceptable to Town Counsel, and provides evidence acceptable to the Department of Community Development that the agreement has been recorded at the Middlesex North Registry of Deeds. The agreement shall provide for long-term affordability of the affordable units in the development and for compliance with the requirements of the Local Initiative Program for units eligible for the Subsidized Housing Inventory. "Long-term" shall mean in perpetuity or the maximum period allowed by law unless the Planning Board approves a shorter term, but in no event shall "long-term" mean less than 30 years.

For an affordable homeownership unit, no certificate of occupancy shall be issued until the applicant submits documentation acceptable to the Department of Community Development that an affordable housing deed rider in a form acceptable to Town Counsel and the Department of Housing and Community Development has been signed by the homebuyer and recorded at the Middlesex North Registry of Deeds.

8.3.9. Planning Board Regulations

The Planning Board shall adopt regulations to administer Section 8.3, including submission requirements, procedures, and fees, and may also adopt guidance documents to assist in the implementation of this Section.

8.4 OPEN SPACE RESIDENTIAL DEVELOPMENT

8.4.1. Purpose

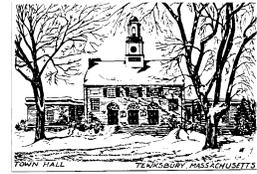
The Purposes of OSRD are to:

- A. Further the goals and policies of the Town's Master Plan;
- B. Allow for greater flexibility and creativity in the design of residential subdivision developments;
- C. Encourage preservation of open space, agricultural land, forestry land, wildlife habitat, other natural resources including aquifers, waterbodies and wetlands, and historical resources in a manner that is consistent with Tewksbury's Master Plan;
- D. Encourage a more creative and thoughtful approach to land development that decreases burden on municipal economy, minimizes disturbance and loss of undeveloped open space and utilizes and incorporates existing topography and natural features of the land to achieve a more environmentally sound design than with a conventional subdivision approach;
- E. Control suburban sprawl and maintain the character of the Town by conserving open space, scenic areas, views, streams, increasing recreational opportunities and other community assets;



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- F. Promote efficiency and economy of street and utility layout; lessening storm run-off, erosion and sedimentation; retain natural drainage courses and wetlands; and in general promoting the health, safety, convenience and welfare of residential areas and of the Town as a whole; and,
- G. Encourage development in harmony with the natural area, and promote alternative construction methods to typical strip residential developments lining roadsides in the Town.

8.4.2. Eligibility

To be eligible for consideration as an OSRD, the proposed tract of land shall consist of at least 3 acres in the R40 or Farming district.

8.4.3. Housing Types

Housing Units shall be single family detached units. No common wall or multifamily structures shall be allowed.

8.4.4. Special Permit Required

The Planning Board may authorize an OSRD pursuant to the grant of a Special Permit. Special permits shall be acted upon in accordance with this Section 8.4.

8.4.5. Pre-Application Process

The applicant is strongly encouraged to request a pre-application review at a regular business meeting of the Planning Board. The purpose of a pre-application review is to minimize the applicant's costs of engineering and other technical experts, and to commence negotiations with the Planning Board at the earliest possible stage in the development. At the pre-application review, the applicant may outline the proposed OSRD, seek preliminary feedback from the Planning Board or its technical experts, and set a timetable for submittal of a formal application.

8.4.6. Design Process

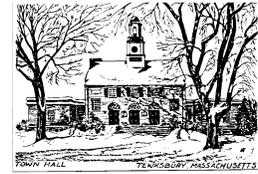
At the time of the application for a Special Permit for OSRD, the applicant must demonstrate to the Planning Board that the following design process was performed by a registered landscape architect and considered in determining the layout of proposed streets, house lots, and open space.

- A. Step One: Identify Areas of Concern.
 - 1. Protected Land Areas (such as wetlands, riverfront areas, and floodplains regulated by state or federal law); environmentally sensitive land areas including unprotected elements of the natural landscape such as steep slopes, mature woodlands, prime farmland, meadows, wildlife habitats; and culturally significant features such as historic and archeological sites and scenic views shall be identified and delineated as determined by the Conservation Commission, the Planning Board or the Department of Environmental Protection.
 - 2. The Potentially Developable Area will be identified and delineated. To the maximum extent feasible, the Potentially Developable Area shall consist of land outside areas identified as environmentally sensitive.
- B. Step Two: Locating House Sites. Locate the approximate sites of individual houses within the Potentially Developable Area and include the delineation of private yards and areas of shared amenities, so as to reflect an integrated community, with emphasis on consistency with the Town's historical development patterns.



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- C. Step Three: Aligning the Streets. Align streets and driveways in order to access the house sites. Common Driveways may be allowed subject to the requirements of the Planning Board's Regulations.
- D. Step Four: Lot Lines. Establish lot lines for each of the individual parcels and open space.

8.4.7. Site Specific Design Standards

- A. Basic Maximum Number of Units shall be determined by one of the following methods:
 - 1. Determination of Yield Formula. The Basic Maximum Number shall be derived from the following calculation to determine the total number of lots (or dwelling units):

$$\frac{\text{Total Number of Lots} = \text{TA} - (50 \text{ percent} \times \text{WA}) - (0.1 \times \text{TA})}{\text{Existing minimum lot area (1 acre)}}$$

TA = Total Area of Parcel (Acres)

WA = Wetlands and Riverfront Areas of Parcel (Acres)

The calculation of the number of Basic Maximum Number of Housing Units shall be rounded to the next whole number for units equal to 50% or greater.

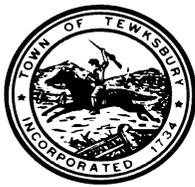
OR:

- 2. Determination of Yield Plan. The Basic Maximum Number shall be derived from a Yield Plan. The Yield Plan shall show the maximum number of lots (or dwelling units) that could be placed upon the site under a conventional subdivision. The proponent shall have the burden of proof with regard to the Basic Maximum Number of lots (or dwelling units) resulting from the design and engineering specifications shown on the Yield Plan.
- B. Dimensional Requirements. Lots sizes may be reduced in area from the minimum requirements of the Zoning Bylaw according to the following schedule:

R40 and Farming Districts, 43,560 square feet (one acre) to 10,000 square feet

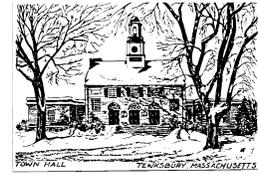
The Planning Board may waive lot size requirements when significant benefit relating to the Purpose and Intent of the OSRD Special Permit are found as determined by the Planning Board.

- C. Flexible Frontage
 - 1. Unless waived by the Planning Board, the combined frontage of the lots of an Open Space Residential Development shall equal or exceed 50 feet for each lot created. For example, in an R40 development, to create a 6-lot development, the combined frontage of the parcels must be a minimum of 300 feet, not to include frontage on existing public ways.
 - 2. To the extent feasible, protected open space shall be located adjacent to public ways. Any building lot which fronts on an existing public or private road shall have the frontage normally required in the zoning district.
- D. Groups of house lots and location of open space shall be as determined by the Planning Board.
- E. Open Space Requirement
 - 1. A minimum of 50% of the proposed tract of land shall be Open Space.



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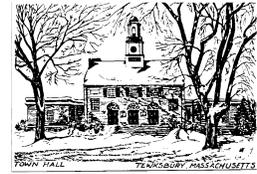
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2. No more than 50% of the designated open space may be comprised of wetlands or land having an average grade greater than 25%.
3. Wastewater and stormwater management systems serving the OSRD may be located within the open space.
4. Open Space Ownership. At the applicant's request and approval of the Planning Board, the open space may be owned by:
 - a. A private owner for agricultural, horticultural, forestry, or any other purpose not inconsistent with a prepared conservation restriction;
 - b. A non-profit organization or agency of the Commonwealth, with their consent, whose principal purpose is the conservation of open space for any of the purposes set forth;
 - c. The Tewksbury Conservation Commission; or,
 - d. A homeowners' association (HOA) with documentation that is provided by the applicant and reviewed and approved by Town Counsel and the Planning Board.
 - e. Selection of ownership option (a), (b) or (d) requires:
 - The conveyance of a conservation restriction; and,
 - The granting of an access easement over this land sufficient to ensure its perpetual maintenance as agricultural, conservation, or recreation land. The easement shall provide that in the event the trust or other owner fails to maintain the open space in reasonable condition, the Town may after notice to the lot owners and public hearing, enter upon the designated open space to maintain it in order to prevent or abate a nuisance. The cost of this maintenance by the Town shall be assessed against the properties within the development and/or to the owner of the open space. Pursuant to G.L. c. 40 § 58 the Town may file a lien against the lot or lots to ensure payment for the maintenance. Pursuant to G.L. c. 40 § 57, the Town may also deny any application for, or revoke or suspend a building permit or any local license or permit, due to neglect or refusal by any property owner to pay any maintenance assessments levied.
5. Open Space Recording. In order to ensure that the corporation, non-profit organization, or trust will properly maintain the unsubdivided land or open space, an instrument(s) shall be recorded with the Middlesex North Registry of Deeds which shall provide as a minimum the following requirements:
 - a. A legal description of the unsubdivided land or open space;
 - b. A statement of the purposes for which the unsubdivided land or open space is intended to be used and the restrictions on its use and alienation;
 - c. The type and name of the corporation, non-profit organization, or trust which will own, manage and maintain the unsubdivided land or open space; and,
 - d. Provision for the management, maintenance, operation improvement and repair of the unsubdivided land or open space and facilities therein, including provisions for obtaining and maintaining adequate insurance and levying and collecting from the dwelling owners common



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charges to pay for expenses associated with the subdivided land or open space, including real estate taxes. It shall be provided that common charges are to be allocated among the dwelling owners in proportion to their ownership or beneficial interests in the corporation, non-profit organization or trust, and that each dwelling owner's share of the common charge shall be a lien against the owner's real estate in the cluster development, which shall have priority over all other liens with the exception of municipal liens and first mortgages of record.

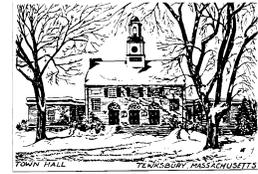
8.4.8. Special Permit Procedures and Decision

- A. Application. Submission requirements and procedures for an OSRD special permit shall conform to the Planning Board's rules and regulations and Section 3.5 of this Bylaw, and shall include a Sketch Plan. The Planning Board shall adopt regulations relative to the size, form, number, and contents of the Sketch Plan.
- B. Relationship Between the OSRD Special Permit and OSRD Definitive Subdivision Plan.
 1. The issuance of an OSRD Special Permit allows the applicant to submit an Open Space Definitive Subdivision Plan to the Planning Board for approval under the Subdivision Control Law. Any OSRD Special Permit issued by the Planning Board shall specifically state that the Open Space Definitive Subdivision Plan shall substantially comply with the OSRD Special Permit.
 2. An Open Space Definitive Subdivision Plan will be considered not to substantially comply with the OSRD Special Permit if the Planning Board determines that any of the following conditions exist:
 - a. an increase in the number of building lots;
 - b. a significant decrease in the open space acreage;
 - c. a significant change in the lot layout;
 - d. a significant change in the general development pattern which adversely affects natural landscape features and open space preservation;
 - e. significant changes to the storm water management facilities;
 - f. significant changes in the wastewater management systems; and/or,
 - g. significant change or receipt of information which deviates from the information used as a basis for the approval of the OSRD Special Permit issued by the Planning Board.
 3. If the Planning Board determines that the Open Space Definitive Subdivision Plan does not substantially comply with the OSRD Special Permit, the Board may disapprove the OSRD Definitive Subdivision Plan.
 4. The Planning Board may conditionally approve an Open Space Definitive Subdivision Plan that does not substantially comply with the OSRD Special Permit. However, such conditional approval must identify where the plan does not substantially comply with the OSRD Special Permit and shall require that the OSRD Special Permit be amended to be in compliance with the significant changes identified by the Planning Board. The Planning Board shall also require that the applicant file an application to amend the OSRD Special Permit within a specified time period.



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5. The public hearing on the application to amend the OSRD Special Permit shall be limited to the significant changes identified by the Planning Board in their conditional approval of the Open Space Definitive Subdivision Plan.
- C. Other Information. The submittals and permits of this Section 8.4 shall be in addition to any other requirements of the Subdivision Control Law or any other provisions of this Zoning Bylaw. To the extent permitted by law, the Planning Board shall coordinate the public hearing required for an application for a Special Permit for an OSRD with the public hearing required for approval of a Definitive Subdivision Plan.
- D. Decision. The Planning Board may grant a special permit for an OSRD that complies in all respects with this Section 8.4 if the Board determines that the proposed OSRD will have a less detrimental impact on the tract than a conventional development proposed for the tract, after considering the following factors:
1. whether the OSRD furthers the goals and policies of the open space/master plan;
 2. whether the OSRD achieves greater flexibility and creativity in the design of residential developments than a conventional subdivision plan;
 3. whether the OSRD promotes permanent preservation of open space, agricultural land, forestry land, other natural resources including waterbodies and wetlands, and historical and archeological resources;
 4. whether the OSRD promotes a less sprawling and more efficient form of development that consumes less open land and conforms to existing topography and natural features better than a conventional subdivision;
 5. whether the OSRD reduces the total amount of disturbance on the site;
 6. whether the OSRD facilitates the construction and maintenance of streets, utilities, and public service in a more economical and efficient manner.
 7. whether the OSRD and its supporting narrative documentation complies with all sections of this bylaw;
 8. whether the OSRD complies with the recommendations of the Department of Public Works, the Board of Health and the Conservation Commission and,
 9. whether it appears that because of soil characteristics, drainage, traffic, or other conditions, the granting of a special permit would be detrimental to the health, safety or welfare of the neighborhood or Town or inconsistent with the intent of the OSRD bylaw.

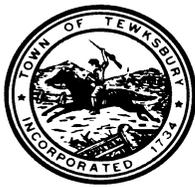
8.5 WIRELESS COMMUNICATIONS FACILITIES

8.5.1. Purpose

The purpose of this Section 8.5 is to provide for a special permit process for the siting of wireless communications facilities while minimizing adverse visual impacts on adjacent properties, residential neighborhoods, and areas of high scenic and artistic value; to limit the overall number and height of such facilities to what is essential to serve the public convenience and necessity; and to promote shared use of facilities to reduce the need for new facilities.

8.5.2. Applicability

- A. Towers and structures for Wireless Communication Facilities shall be subject to the issuance of a Wireless Communications Facilities Special Permit by the Planning Board.



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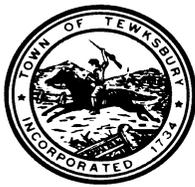
- B. Nothing in this Section 8.5 shall be construed to regulate or prohibit amateur radio towers used solely by a federally licensed amateur radio operator or wireless communications structures and devices used expressly and exclusively for television reception. Nothing in this Section 8.5 shall be construed to regulate or prohibit a wireless communication facility based on environmental effects of radio frequency radiation (RFR) emissions.

8.5.3. Siting and Height Requirements.

- A. Wherever feasible, Wireless Communications Devices shall be located on existing towers or other existing structures and be subjected to stealth treatment appropriate for the context of the facility.
- B. Wireless communications facilities may be located on the same lot as other structures or uses lawfully in existence, subject to the provisions of Section 8.5.
- C. The minimum distance from the base of a tower, including towers with stealth treatment to any property line, road, right-of-way, power line easement, or railroad right-of-way shall be at least equal to the height of the Tower. The Planning Board may waive this requirement up to the front, side, or rear zoning district setback upon findings that the waiver will result in a design more compatible with the surrounding area.
- D. A Tower shall be setback a minimum distance of 400 feet from an abutting residential district, except that this distance may be reduced for Towers if the Planning Board finds that reduction in the setback distance would produce a better result (aesthetically) to the neighborhood than alternative proposals, but in no event shall the setback minimum distance be less than 100 feet from a residential district. This requirement shall supersede Subsection C above, where applicable. This requirement may be waived subject to a grant of the Special Permit Waiver.
- E. The maximum allowed height of a tower shall not exceed 100 feet unless the applicant demonstrates that a greater height is required to allow for provision of the wireless communications services and the Planning Board finds that a height over 100 feet is desirable based on a balanced review of aesthetics and wireless coverage for the area.

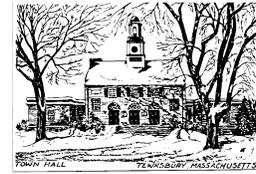
8.5.4. Design Requirements

- A. Wherever feasible and appropriate, wireless communications facilities, including their constituent devices and towers, shall be subjected to stealth treatment appropriate for the context of the facility.
- B. All building-mounted wireless communications devices that are visible from the ground or another property shall be designed and located so as to appear to be an integral part of the existing architecture of the building and shall be of colors that are compatible with those of the building or landscape.
- C. The wireless communications facility may be fenced to control access, as determined by the Planning Board. Fencing shall be compatible with and of similar materials and character of surrounding buildings, structures and neighborhood.
- D. There shall be no signs or advertisements at any wireless communications facility, except for no trespassing signs and a required sign giving a phone number where the responsible party can be reached on a 24-hour basis.



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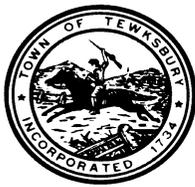
- E. If a building is needed for the equipment associated with the use of the device that building shall be of similar style and materials as the other buildings on the site, or nearby site, as determined by the Planning Board.

8.5.5. Application Process

- A. The Planning Board encourages applicants for a Special Permit under this Section 8.5 to have a preliminary discussion with the Board before submitting a formal application. Applications for a special permit for siting wireless communications facilities shall be submitted in accordance with Section 3.5 Special Permits, and additionally to the Board of Selectmen and Town Manager, and shall further include the following:
1. To site a wireless communications facility at an existing tower or nonresidential structure, the applicant shall be required to comply with Sections 8.5.5 herein above, except that the Planning Board may waive some of the requirements if it finds that they are not applicable or not reasonably necessary to evaluating the proposal.

8.5.6. Approval

- A. The Planning Board may grant a special permit for a wireless communications facility only upon making the findings required by G.L. c. 40A, § 9 and the following:
1. That the applicant has demonstrated to the satisfaction of the Planning Board that the requirements of this Section 8.5 have been met.
 2. That the size and height of the structure are the minimum necessary, taking into account the applicant's objectives and any proposed collocation.
 3. That adverse impact on adjacent properties, residential neighborhoods, historic and artistic structures or scenic views is minimized to the extent practical.
 4. That there will be no nuisance or serious hazard associated with the use.
 5. That any reasonable alternatives identified in the pre-application meeting have been determined not to be preferable or feasible.
- B. When suitable and appropriate as determined by the Planning Board, collocation is encouraged. As a condition of the special permit for a wireless communication facility, the Planning Board may require that the structure and/ or facility be designed and built so that it is able to accommodate future wireless communications devices operated by another carrier with little or no modification, provided that collocation does not materially interfere with the transmission or reception of communications signals to or from the existing facility, and provided that there are no structural or other physical limitations that make it impractical to accommodate the proposed additional wireless communications device. At the request of Town officials, the Planning Board may require the applicant to provide reasonable access to the facility for municipal communications.
- C. Any expansion or extension of wireless communications facilities or construction of new or replacement towers or facilities shall require an amendment to the special permit. An increase in the number of antennas or the size of the antennas beyond that applied for and approved in the special permit, if the antennas are visible or if it changes the character of the stealth treatment, also requires amendment to the special permit.



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- D. Any special permit granted under this section shall automatically lapse within 3 years of the date of the grant, not including the time required to pursue or await the termination of an appeal, if construction has not commenced, except if the applicant applies to the Planning Board and it determines good cause to grant a one-year extension.

8.5.7. Conditions of Use

- A. The applicant shall be required to maintain and keep in good repair all facilities, devices and towers.
- B. Based on the nature of the facility, the Planning Board may require the applicant to post a bond for the removal of wireless communication antenna support structures in the event of non-operation. The amount of the surety shall be established by a consultant for the Town, such as an engineer, architect, or other qualified professional registered to practice in the Commonwealth.

8.6 Small Wireless Facilities Outside of Rights of Way

8.6.1 Purpose

The purpose and intent of this bylaw section is to permit regulation of the installation of Small Wireless Facilities outside of rights-of-way so as to respect the neighborhood characteristics in which they are proposed to be installed consistent with the purposes set forth in this bylaw and with federal and state law.

8.6.2 Site Plan Approval

All installations of Small Wireless Facilities outside of rights-of-way require a site plan approval from the Planning Board.

8.6.3 Policies and Procedures

The Planning Board shall adopt and from time to time amend policies and regulations relative to the issuance of a site plan approval for a small wireless facility. A copy of the policies and regulations shall be on file with the Town Clerk. The policies and regulations shall prescribe the form, contents, style, and number for application forms, the fees collectible with the applications, the process by which the application will be reviewed, the design and location criteria for approval, the time within which the Planning Board will issue a decision, and requirements for recertification.

8.7 Recreational Marijuana Establishments

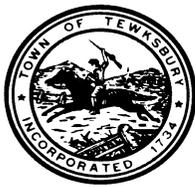
8.7.1 Purpose

It is recognized that the nature of the substance cultivated, processed, by marijuana establishments may have objectionable operational characteristics and should be located in such a way as to ensure the health, safety, and general well-being of the public as well. The specific and separate regulation of Marijuana Establishments (hereafter also referred to as an ME) is necessary to advance these purposes and ensure that such facilities are not located within close proximity of minors and do not become concentrated in any one area within the Town.

Subject to the provisions of this Bylaw, G.L. c. 40A, G.L. c. 94G and 105 CMR 725.000, Marijuana Establishments will be permitted to provide the opportunity for the legal cultivation, product manufacturing of marijuana for recreational marijuana use in a manner that complies with state regulations.

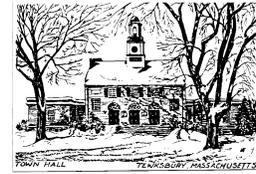
8.7.2 Applicability

- A. Nothing in this section shall be construed to supersede federal and state laws governing the sale and distribution of marijuana. This section shall not be construed to prevent the conversion of a medical marijuana treatment center licensed or registered no later than July 1, 2017 engaged in the cultivation,



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manufacture or sale of marijuana or marijuana products to a Marijuana Establishment, provided, however, any such medical marijuana treatment center obtains a special permit pursuant to this Section for any such conversion to an adult use Marijuana Establishment.

- B. This bylaw does not apply to the cultivation of industrial hemp as is regulated by the Massachusetts Department of Agricultural Resources pursuant to G.L. c. 128, Sections 116-123.

8.7.3. Additional Requirements/Conditions

In addition to the standard requirements for uses permitted By-right or requiring a Special Permit or Site Plan Approval, the following shall also apply to all Marijuana Establishments:

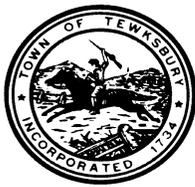
A. Use:

1. Any type of Marijuana Establishment may only be involved in the uses permitted by its definition and may not include other businesses or services.
2. No marijuana shall be smoked, eaten or otherwise consumed or ingested within the premises.
3. The hours of operation shall be set by the Planning Board, but in no event shall an RMD or OMMD facility be open to the public, and no sale or other distribution of marijuana shall occur upon the premises or via delivery from the premises, between the hours of 8:00 p.m. and 8:00 a.m.
4. No marijuana establishment may commence operation or apply for a building permit prior to its receipt of all required permits and approvals including, but not limited, to its Final License from the Cannabis Control Commission.

B. Physical Requirements:

1. All aspects of the any marijuana establishment, except for the transportation of product or materials, relative to the acquisition, cultivation, possession, processing, products containing marijuana, related supplies, or educational materials must take place at a fixed location within a fully enclosed building (including greenhouses) and shall not be visible from the exterior of the business. They may not be permitted to be located in a trailer, storage freight container, motor vehicle or other similar type potentially movable enclosure.
2. No outside storage is permitted.
3. Ventilation – all marijuana establishments shall be ventilated in such a manner that no:
 - a. Pesticides, insecticides or other chemicals or products used in the cultivation or processing are dispersed into the outside atmosphere, and
 - b. No odor from marijuana or its processing can be detected by a person with an unimpaired and otherwise normal sense of smell at the exterior of the medical marijuana business or at any adjoining use or property.
4. Signage shall be displayed on the exterior of the marijuana establishment's entrance in plain sight of the public stating that "Access to this facility is limited to individuals 21 years or older." in text 2 inches in height.

All other signage must comply with all other applicable signage regulations in this Bylaw and 935 CMR 500.



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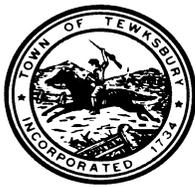
5. Cannabis plants, products, and paraphernalia shall not be visible from outside the building in which the cannabis establishment is located and shall comply with the requirements of 935 CMR 500. Any artificial screening device erected to eliminate the view from the public way shall also be subject to a vegetative screen and the Planning Board shall consider the surrounding landscape and viewshed to determine if an artificial screen would be out of character with the neighborhood.

C. Location.

1. Marijuana establishments are encouraged to utilize existing vacant buildings where possible.
2. No marijuana establishment shall be located on a parcel which is within 300 feet (to be measured in a straight line from the nearest point of the property line in question to the nearest point of the property line where the Marijuana Establishment is or will be located) of a parcel occupied by a pre-existing public or private school (existing at the time the applicant's license application was received by the Cannabis Control Commission) providing education in kindergarten or any of grades 1-12.
3. No marijuana establishment shall be located on a parcel which abuts a residential use (including commercial residential uses such as hotels, motels, lodging houses, etc.) or residential district.
4. No marijuana establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories.
5. No marijuana establishment is permitted to utilize or provide a drive-through service.

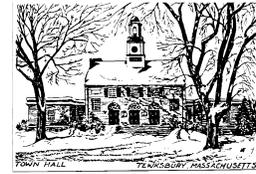
D. Reporting Requirements.

1. Prior to the commencement of the operation or services provided by a marijuana establishment, it shall provide the Police Department, Fire Department, Building Commissioner and the Planning Board with the names, phone numbers and email addresses of all management staff and key-holders, including a minimum of 2 operators or managers of the facility identified as contact persons to whom one can provide notice if there are operating problems associated with the establishment. All such contact information shall be updated as needed to keep it current and accurate.
2. The Building Commissioner, Board of Health, Police Department, Fire Department and the Planning Board shall be notified in writing by the marijuana establishment facility owner/operator/ manager:
 - a. A minimum of 30 days prior to any change in ownership or management of that establishment.
 - b. A minimum of 12 hours following a violation or potential violation of any law or any criminal or potential criminal activities or attempts of violation of any law at the establishment.
3. Permitted marijuana establishments shall file an annual written report to, and appear before, the Planning Board no later than January 31st of each calendar year, providing a copy of all current applicable state licenses for the facility and/or its owners and demonstrate continued compliance with the conditions of the Special Permit.
4. The owner or manager of a marijuana establishment is required to respond by phone or email within 24 hours of contact by a Town official concerning their marijuana establishment at the phone number or email address provided to the Town as the contact for the business.



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E. Issuance/Transfer/Discontinuance of Use

1. Special Permits/Site Plan Approvals shall be issued to the marijuana establishment owner.
2. Special Permits/Site Plan Approvals shall be issued for a specific type of marijuana establishment on a specific site/parcel.
3. Special Permits/Site Plan Approvals shall be non-transferable to either another marijuana establishment owner or another site/parcel.
4. Special Permits/Site Plan Approvals shall have a term limited to the duration of the applicant's ownership/control of the premises as a marijuana establishment, and shall lapse/expire if:
 - a. the marijuana establishment ceases operation (not providing the operation or services for which it is permitted) for 365 days, and/or
 - b. the marijuana establishment's registration/license by the Cannabis Control Commission expires or is terminated.
5. The marijuana establishment shall notify the Building Commissioner and the Planning Board in writing within 48 hours of such lapse, cessation, discontinuance or expiration or revocation.
6. A marijuana cultivation or product manufacturing establishment shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state registration/license or ceasing its operation.
 - a. Prior to the issuance of a Building Permit for a marijuana establishment the applicant is required to post with the Town Treasurer a bond or other form of financial security acceptable to the Treasurer in an amount set by the Planning Board. The amount shall be sufficient to cover the costs of the town removing all materials, plants, equipment and other paraphernalia if the applicant fails to do so. The Building Commissioner shall give the applicant 45 days written notice in advance of taking such action. Should the applicant remove all materials, plants, equipment and other paraphernalia to the satisfaction of the Building Commissioner prior to the expiration of the 45 days written notice, said bond shall be returned to the applicant.

8.7.4 Application Requirements

Applications for Special Permits and Site Plan Approvals for marijuana establishments will be processed in the order that they are filed with the Town. The approval of a Special Permit for any marijuana establishment is up to the discretion of the Planning Board who will be making its determination based on selecting the marijuana establishments that it finds are in the best interests of the Town and best comply with the standards and intent of this Bylaw.

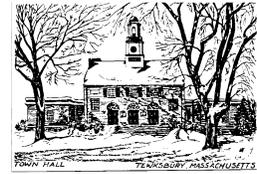
In addition to the standard application requirements for Special Permits and Site Plan Approvals, such applications for a marijuana establishment shall include the following:

- A. The name and address of each owner and operator of the marijuana establishment facility/operation.
- B. A copy of an approved Host Agreement.
- C. A copy of its Provisional License from the Cannabis Control Commission pursuant to 935 CMR 500.



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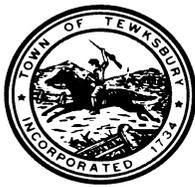
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- D. If it's in conjunction with an approved RMD, a copy of its registration as an RMD from the Massachusetts Department of Public Health in accordance with 105 CMR 725.000 or from the Cannabis Control Commission in accordance with 935 CMR 500.
- E. Proof of Liability Insurance Coverage or Maintenance of Escrow as required in 935 CMR 500.
- F. Evidence that the Applicant has site control and right to use the site for a marijuana establishment facility in the form of a deed or valid purchase and sales agreement or, in the case of a lease a notarized statement from the property owner and a copy of the lease agreement.
- G. A notarized statement signed by the marijuana establishment organization's Chief Executive Officer and corporate attorney disclosing all of its designated representatives, including officers, directors, shareholders, partners, members, managers, or other similarly-situated individuals and entities and their addresses. If any of the above are entities rather than persons, the Applicant must disclose the identity of all such responsible individual persons.
- H. In addition to what is normally required in a Site Plan, details showing all exterior proposed security measures for the marijuana establishment including lighting, fencing, gates and alarms, etc. ensuring the safety of employees and patrons and to protect the premises from theft or other criminal activity.
- I. A detailed floor plan identifying the areas available and functional uses (including square footage).
- J. All signage being proposed for the facility.
- K. A pedestrian/vehicular traffic impact study to establish the marijuana establishment's impacts at peak demand times, including a line queue plan to ensure that the movement of pedestrian and/or vehicular traffic, including but not limited to, along the public right of ways will not be unreasonably obstructed.
- L. An odor control plan detailing the specific odor-emitting activities or processes to be conducted on-site, the source of those odors, the locations from which they are emitted from the facility, the frequency of such odor-emitting activities, the duration of such odor-emitting activities, and the administrative of odor control including maintenance of such controls.
- M. A Management Plan including a description of all activities to occur on site, including all provisions for the delivery of marijuana and related products to marijuana establishment or off-site direct delivery.
- N. Individual written plans which, at a minimum comply with the requirements of 935 CMR 500, relative to the marijuana establishment's:
 - 1. Operating procedures
 - 2. Marketing and advertising
 - 3. Waste disposal
 - 4. Transportation and delivery of marijuana or marijuana products
 - 5. Energy efficiency and conservation
 - 6. Security and Alarms
 - 7. Decommissioning of the marijuana establishment including a cost estimate taking into consideration the community's cost to undertake the decommissioning of the site.

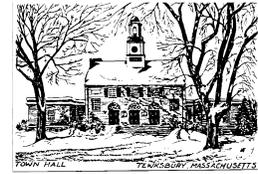
8.7.5. Findings

In addition to the standard Findings for a Special Permit or Site Plan Approval the Planning Board must also find all the following:



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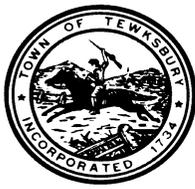
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- A. The Marijuana Establishment is consistent with and does not derogate from the purposes and intent of this Section and the Zoning Bylaw.
- B. That the marijuana establishment facility is designed to minimize any adverse visual or economic impacts on abutters and other parties in interest;
- C. That the marijuana establishment facility demonstrates that it meets or exceeds all the permitting requirements of all applicable agencies within the Commonwealth and will be in compliance with all applicable state laws and regulations;
- D. That the applicant has satisfied all of the conditions and requirements of this Section and other applicable Sections of this Bylaw;
- E. That the marijuana establishment facility provides adequate security measures to ensure that no individual participant will pose a direct threat to the health or safety of other individuals, and that the storage and/or location of cultivation is adequately secured on-site or via delivery.
- F. That the marijuana establishment facility adequately addresses issues of traffic demand, circulation flow, parking and queuing, particularly at peak periods at the facility, and its impact on neighboring uses.

Section 5.4.3

APPENDIX A. TABLE OF USES

DISTRICTS & USES	F	R40	MF	VR	MU B	TC	LB	WN B	SB	GB	I1	I2	OR	TD	P
A.1 CONSERVATION, RECREATION															
A. COMMERCIAL AGRICULTURE, INCLUDING FARM STAND	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
B. COMMERCIAL AGRICULTURE, NON-EXEMPT, INCLUDING FARM STAND	Y	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N
C. FORESTRY MANAGEMENT	Y	Y	N	N	N	N	N	N	N	N	SP	N	N	Y	Y
D. NON-PROFIT OUTDOOR RECREATION, E.G., SWIMMING, HIKING, PICNICKING, FISHING	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
E. CAMP, DAY CAMP ONLY, E.G., SUMMER CAMP FOR CHILDREN	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
F. MUNICIPAL USE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A.2 RESIDENTIAL															
Residential: Principal															
A. SINGLE-FAMILY DWELLING, DETACHED	Y	Y	Y	Y	N	N	Y	N	N	N	N	N	N	Y	N
B. TOWNHOUSE	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N
C. TWO-FAMILY DWELLING	N	N	Y	Y	N	N	N	N	N	N	N	N	N	N	N
D. MULTIFAMILY DWELLING, UP TO 7 UNITS; SEC. 8.2	N	N	Y	Y	PB	PB	N	N	PB	N	N	N	PB	N	N
E. MULTIFAMILY DWELLING, 8 OR MORE UNITS; SEC. 8.2	N	N	N	N	N	PB	N	N	N	N	N	N	N	N	N
F. MULTI-FAMILY DEVELOPMENT	N	N	PB	PB	PB	PB	N	N	PB	N	N	N	PB	N	N



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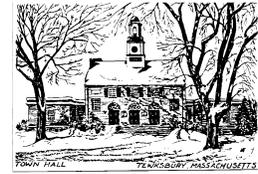
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DISTRICTS & USES	F	R40	MF	VR	MU B	TC	LB	WN B	SB	GB	I1	I2	OR	TD	P
G. DWELLING UNITS ABOVE THE GROUND FLOOR OF A COMMERCIAL BUILDING	N	N	N	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N
H. ARTIST LOFT OR LIVE/WORK UNITS	N	N	PB	Y	Y	Y	PB	PB	Y	PB	N	N	N	N	N
I. OPEN SPACE RESIDENTIAL DEVELOPMENT (OSRD); SEC. 8.4	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N	N
J. CONGREGATE RESIDENCE	N	N	Y	Y	PB	PB	N	PB	PB	PB	PB	N	PB	N	N
K. ASSISTED LIVING RESIDENCE	N	N	Y	Y	N	PB	N	N	PB	PB	PB	N	PB	N	N
L. CONTINUING CARE RETIREMENT COMMUNITY	N	N	PB	PB	Y	N	N	N	N	PB	PB	N	PB	N	N
Residential: Accessory															
M. FAMILY SUITE; SEC. 7.1, SEC. 3.6	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	PB	N
N. HOME OCCUPATION; SEC. 7.2	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	N	N	Y/SP	N	N	N	N	Y/SP	N
O. FAMILY CHILD CARE HOME	Y	Y	Y	Y	SP	N	N	N	N	N	N	N	N	Y	N
P. FAMILY CHILD CARE HOME, LARGE	SP	SP	SP	SP	SP	N	N	N	N	N	N	N	N	N	N
Q. ROOM AND BOARD FOR NOT MORE THAN TWO BORDERS	Y	Y	Y	Y	SP	N	N	N	SP	N	N	N	N	N	N
R. PARKING OF ONE LIGHT COMMERCIAL VEHICLE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	SP	SP	SP	SP	N
S. PARKING OF TWO LIGHT COMMERCIAL VEHICLES (THREE IS PROHIBITED)	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	N
T. PRIVATE GAME COURT	PB	Y	PB	PB	N	N	N	N	N	N	Y	Y	Y	N	N
A.3 PUBLIC, INSTITUTIONAL, PHILANTHROPIC															
A. RELIGIOUS OR EXEMPT EDUCATIONAL USE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
B. CEMETERY, WHICH MAY INCLUDE A CREMATORIUM	N	SP	N	N	N	N	N	N	N	N	SP	SP	N	N	N
C. HOSPITAL	PB	PB	N	N	N	N	N	N	N	PB	PB	PB	N	N	N
D. NURSING HOME, REST HOME, SIMILAR LONG-TERM RESIDENTIAL-CONGREGATE CARE, WHICH MAY INCLUDE ACCESSORY ADULT DAY CARE	N	N	PB	N	N	PB	N	N	PB	PB	PB	N	PB	N	N
E. ADULT DAY CARE AND/OR RESPITE CARE SERVICES	N	N	PB	PB	N	PB	N	N	PB	PB	PB	N	PB	N	N
F. FUNCTION HALL, COMMUNITY CENTER, SIMILAR NON-COMMERCIAL PLACE OF ASSEMBLY	PB	N	N	PB	PB	PB	N	N	PB	PB	N	N	N	N	N



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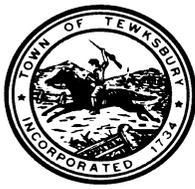
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DISTRICTS & USES	F	R40	MF	VR	MU B	TC	LB	WN B	SB	GB	I1	I2	OR	TD	P
A.4 COMMERCIAL															
Retail															
A. RETAIL STORE															
1. Up to 1,500 sq. ft.	N	N	N	Y	Y	Y	N	PB	Y	Y	PB	PB	N	N	N
2. Up to 7,500 sq. ft.	N	N	N	PB	Y	Y	N	PB	Y	Y	PB	PB	N	N	N
3. Up to 15,000 sq. ft.	N	N	N	N	N	PB	N	N	Y	Y	N	N	N	N	N
4. Over 15,000 sq. ft.	N	N	N	N	N	N	N	N	PB	PB	N	N	N	N	N
B. SHOPPING CENTER	N	N	N	N	N	N	N	PB	PB	PB	N	N	N	N	N
C. RETAIL SALE OF ALCOHOLIC BEVERAGES	N	N	N	N	PB	PB	N	PB	PB	PB	Y	PB	PB	N	N
GREENHOUSE	N	N	N	PB	PB	N	N	N	PB	PB	PB	N	N	N	N
D. NEW AUTOMOTIVE SALES, LEASING AND RENTAL	N	N	N	N	PB	N	N	PB	PB	PB	PB	PB	N	N	N
E. USED AUTOMOTIVE SALES	N	N	N	N	N	N	N	N	N	N	N	PB	N	N	N
F. GASOLINE SERVICE STATION, WHICH MAY INCLUDE A CONVENIENCE STORE NOT EXCEEDING 2,500 SQ. FT. OR ACCESSORY LIGHT AUTO SERVICE	N	N	N	N	N	N	N	N	N	N	N	N	N	N	N
G. CAR WASH	N	N	N	N	N	N	N	N	PB	PB	N	N	N	N	N
H. AUTO BODY SHOP, AUTO REPAIR FACILITY	N	N	N	N	N	N	N	N	N	N	N	PB	N	N	N
I. COMMERCIAL PARKING LOT OR PARKING GARAGE	N	N	N	N	N	PB	N	N	N	N	Y	PB	Y	N	N
J. TAXI OR LIMOUSINE SERVICE	N	N	N	N	SP	N	SP	N	SP	SP	SP	SP	N	N	N
Office, Professional Use															
K. PERSONAL SERVICE ESTABLISHMENT, BUSINESS OR PROFESSIONAL OFFICE	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	PB	N
L. BUSINESS OR PROFESSIONAL OFFICE	N	N	N	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N
Hospitality, Food Service															
M. RESTAURANT, WHICH MAY INCLUDE OUTDOOR SEATING ON AN ADJACENT PATIO; NO DRIVE-THROUGH SERVICE	N	N	N	N	Y	Y	N	PB	Y	Y	PB	PB	PB	N	N
N. RESTAURANT WITH DRIVE-THROUGH SERVICE	N	N	N	N	PB	N	N	N	N	PB	PB	PB	PB	N	N
O. FOOD ESTABLISHMENT, NOT EXCEEDING 1,200 SQ. FT.	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N
P. BED & BREAKFAST	N	PB	PB	Y	Y	Y	Y	PB	Y	Y	N	N	N	N	N
Q. INN	N	N	N	Y	Y	Y	PB	N	PB	Y	N	N	N	N	N
R. HOTEL OR MOTEL, WITH OR WITHOUT CONFERENCE FACILITIES	N	N	N	PB	PB	PB	N	N	N	PB	PB	PB	PB	N	N



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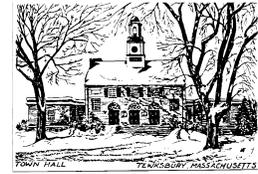
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DISTRICTS & USES	F	R40	MF	VR	MU B	TC	LB	WN B	SB	GB	I1	I2	OR	TD	P
Public Services															
S. CHILD CARE CENTER	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
T. POSTAL SERVICE	N	N	N	N	PB	Y	PB	N	Y	Y	PB	PB	PB	N	N
U. FRATERNAL OR MEMBERSHIP ORGANIZATION; PROFESSIONAL OR TRADE ORGANIZATION	N	N	N	N	Y	Y	N	PB	Y	PB	PB	PB	N	N	N
V. FUNERAL HOME	N	N	N	N	PB	PB	N	N	PB	PB	PB	PB	N	N	N
W. NON-EXEMPT EDUCATIONAL USE	N	N	N	N	PB	N	PB	PB	Y	Y	PB	PB	PB	N	N
X. SHELTERED BUS STOP	SP	SP	SP	SP	Y	Y	SP	SP	Y	Y	Y	Y	Y	N	N
Y. ESSENTIAL SERVICES	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Culture, Entertainment Uses															
Z. MUSEUM OR ART GALLERY	PB	N	N	Y	Y	Y	Y	Y	Y	Y	Y	PB	Y	N	N
AA. CINEMA	N	N	N	PB	PB	PB	N	N	PB	Y	Y	N	PB	N	N
BB. THEATRE FOR LIVE PERFORMING ARTS (DANCE, MUSIC, DRAMATIC PRODUCTIONS, ETC.)	N	N	N	PB	PB	PB	N	N	PB	PB	PB	PB	PB	N	N
Commercial Recreation															
CC. LARGE COMMERCIAL INDOOR RECREATION (INC. BOWLING, ICE SKATING, ROLLER SKATING RINK)	N	N	N	PB	PB	N	N	N	PB	PB	PB	PB	N	N	N
DD. GYM OR ATHLETIC CLUB, FITNESS FACILITY	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	N
EE. GOLF COURSE	N	PB	N	N	PB	N	N	N	N	N	N	N	N	N	PB
FF. MINIATURE GOLF	N	N	N	N	N	N	N	N	N	PB	N	N	N	N	N
GG. CAMPING FACILITY WITH ACCOMMODATIONS FOR TENTS, CAMP TRAILERS/RECREATIONAL VEHICLES, TRAVEL TRAILERS	N	N	N	N	N	N	N	N	N	N	N	N	N	N	PB
Other															
HH. ADULT USE	N	N	N	N	N	N	N	N	N	N	PB	PB	PB	N	N
II. VETERINARIAN, ANIMAL HOSPITAL	PB	N	N	PB	Y	Y	PB	PB	PB	Y	PB	PB	PB	N	N
JJ. PET SERVICES	N	N	N	N	Y	Y	PB	PB	PB	Y	N	N	N	N	N
KK. KENNEL, COMMERCIAL	N	N	N	N	PB	PB	PB	N	PB	PB	PB	N	N	N	N
LL. SELF-STORAGE FACILITY	N	N	N	N	N	N	N	PB	N	N	PB	PB	N	N	N
MM. MARIJUANA CULTIVATION	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
NN. MARIJUANA RESEARCH	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
OO. MARIJUANA MANUFACTURING	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N



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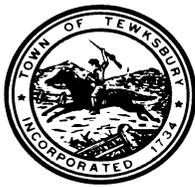
DISTRICTS & USES	F	R40	MF	VR	MU B	TC	LB	WN B	SB	GB	I1	I2	OR	TD	P
A.5 INDUSTRIAL															
A. RESEARCH & DEVELOPMENT, LABORATORY, WHICH MAY INCLUDE ACCESSORY MANUFACTURING OF PRODUCTS IN TESTING AND DEVELOPMENT	N	N	N	N	N	N	N	Y	N	N	Y	Y	Y	N	N
B. HIGH-TECH/BIOTECH MANUFACTURING	N	N	N	N	N	N	N	N	N	N	PB	PB	Y	N	N
C. MANUFACTURING	N	N	N	N	N	N	N	PB	N	N	PB	PB	PB	N	N
D. MACHINE, WELDING SHOP	N	N	N	N	N	N	N	N	N	N	Y	Y	N	N	N
E. WAREHOUSE/DISTRIBUTION FACILITY	N	N	N	N	N	N	N	PB	N	N	PB	PB	N	N	N
F. TRANSPORTATION OR FREIGHT TERMINAL	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
G. WIRELESS COMMUNICATION FACILITY	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB	PB
H. PLANT, STORAGE, SUBSTATIONS FOR PUBLIC UTILITIES, OR STORAGE AND SALE OF HEATING FUEL	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
I. RETAIL SHOWROOM AND SALE OF PRODUCTS MANUFACTURED ON THE PREMISES	N	N	N	N	N	N	N	N	N	PB	Y	Y	N	N	N
J. CONTRACTOR'S YARD	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
K. STONE OR MONUMENT WORKS	N	N	N	N	N	N	N	N	N	N	PB	PB	N	N	N
L. SALE OF LUMBER, FARM SUPPLIES, SIMILAR PRODUCTS, INCLUDING OUTDOOR STORAGE AND SALES	N	N	N	N	N	N	N	N	N	PB	PB	PB	N	N	N
M. ACCESSORY DWELLING FOR USE AS WATCHPERSON'S QUARTERS ONLY	N	N	N	N	N	N	N	N	N	PB	PB	PB	PB	N	N

NOTES: (1) Many of the uses classified as "Y" may require Site Plan Review under Section 3.6 prior to issuance of a building permit. (2) Legend: Y = permitted as of right (but may be subject to Site Plan Review); PB = Planning Board special permit; SP = ZBA special permit. (3) For specifically prohibited uses, see Section 5.4.2.

And by taking any action relative thereto.

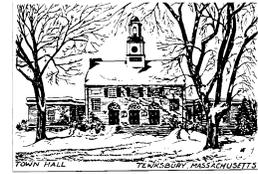
Zoning Bylaw Committee

Motion: The Finance Committee deferred to the Zoning Bylaw Committee



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Zoning Bylaw Committee Chair, Bob Fowler motioned to Adopt Article 34
Assistant Town Manager, Steven Sadwick presented the Article to the Assembly
Ruth Chou motioned for Indefinite Postponement
Robert Wald offered the following four (4) Amendments

AMENDMENT # 1: multi-family (MF) not be an allowed use in an office/research (OR) zone. (Page 117 in the Warrant – Items D & F) – (Adopted 71 Yes/ 59 No)

AMENDMENT # 2: If the ground plan [sic] of a building at any point is higher than the ground plane of any abutting house (at the point closest to both), then the height of the building shall be measured from the lowest ground plane of an abutting house at the point closest to the building. (Ruled Out of Order)

AMENDMENT # 3: 6.3.A Billboards shall be at least 1,000 feet from a residential use. (Failed 19 Yes/ 96 No)

AMENDMENT # 4: Building heights are limited to 30 ft when abutting residence. (Ruled Out of Order)

Joseph Gill motioned to Move the Question

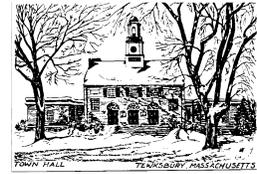
Vote:	The motion for Indefinite Postponement Failed (Yes 54/No 72)	9:00 PM	5/5/21
	Amendment #1 was Adopted (Yes 71/No 59)	9:17 PM	5/5/21
	Amendment #2 was ruled Out of Order by the Moderator		
	Amendment #3 Failed (Yes 19/No 96)	9:29 PM	5/5/21
	Amendment #4 was ruled Out of Order by the Moderator		
	The motion to Move the Question was Adopted	9:34 PM	5/5/21
	Article 34 as Amended Failed - 89 Yes/47 No (2/3 required = 91)	9:37 PM	5/5/21

Executive Summary: This Article will recodify and amend the Zoning Bylaw to make the Bylaw easier for users to navigate, simplify and update its language, and provide a better structure for predictability and flexibility in both the interests of current use and future adaptability. This article is a complete rewrite of the Tewksbury Zoning Bylaw following a 4 year process by the Committee over the course of 30 plus public meetings and 7 public presentations with the assistance of land use planning, land use legal, and design consultants.



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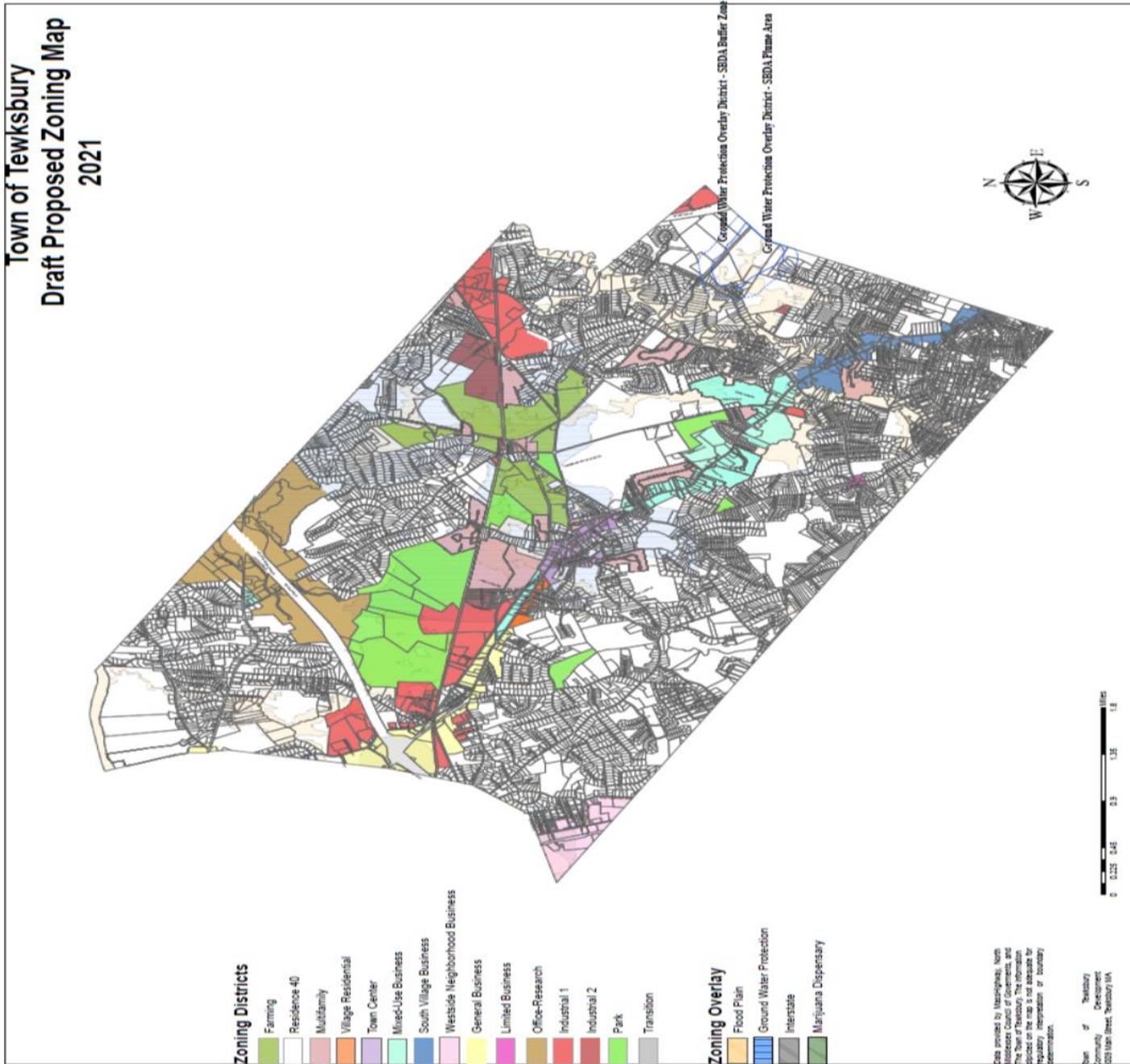
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ARTICLE 35

To see if the Town will vote to replace the existing Zoning Map dated January 2020 with the proposed zoning map on file with the Town Clerk's Office as depicted below or take any action relative thereto.

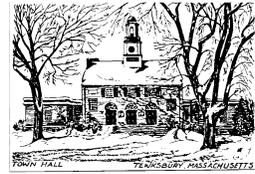


Zoning Bylaw Committee



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Motion: Zoning Bylaw Chair, Robert Fowler motioned to Withdraw Article 35

Vote: Article 35 was Withdrawn

9:40 PM

5/5/21

Executive Summary: This article is the companion to the new Zoning Bylaw. The map shown above aligns the districts in the zoning bylaw to their physical locations in Town. Large scale versions of the map are online and available for viewing at the Town Clerk's Office, Community Development Office, Library, and Senior Center.

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2021 Annual Town Meeting Sine Die, and this motion was Adopted.

9:41 PM

5/5/21

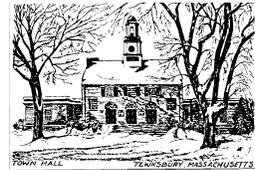
RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK



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Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
May 5, 2021

Due to Moderator Todd Johnson's election to the Board of Selectmen, the Moderator position became vacant. The first order of business was the election of a Temporary Moderator. On Monday, May 3, 2021, Todd Johnson, member of the Board of Selectmen, nominated Scott Wilson as Temporary Moderator for the May 3, 2021 Annual Town Meeting and the May 5, 2021 Special Town Meeting. This nomination was seconded by Board of Selectmen Vice Chair Jayne Wellman and confirmed by a vote of the Assembly. Scott Wilson was sworn in as Temporary Moderator by Town Clerk, Denise Graffeo.

On Wednesday, May 5, 2021, there were 116 voters and 10 visitors in attendance.

Moderator Wilson made the following introductory comments:

The hour of 7:00PM having arrived, and a quorum of voters being present, it is my distinct pleasure to call to order the 2021 Town of Tewksbury Special Town Meeting. My name is Scott Wilson and I am honored to serve in the role of moderator for tonight's town meeting.

These are still unusual times due to the pandemic, but we will do our best to make this Town Meeting a familiar experience.

- *Wear your mask/facial covering*
- *Follow entry and exit signs*
- *Please Social distance*

Take note of the exits at the front and the back of the gym. Restrooms are located in the rear.

Let the record show that a properly served and returned warrant is in possession.

Moderator Wilson led the Assembly in the Pledge of Allegiance and made the following introductory comments:

As we begin our meeting, I hope that we are able to conduct the meeting professionally as it was on Monday night. Speakers may disagree with any official, with any other voter, volunteer, or any board. As long as we treat each other respectfully this meeting should go smoothly. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting in egregious cases. Let's work together to address the issues before this body fairly and efficiently.

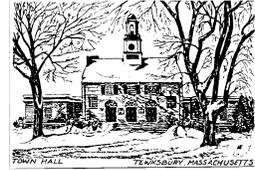
This meeting is being recorded.

As we move through the articles, presenters on the articles will be allowed to speak first on the article before I open the floor to debate. A voter desiring to speak should approach the microphone before me, await recognition by me, and identify oneself by name and street address for the record. I ask members of all boards to do the same. Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear tapping, it is your signal to wrap up your remarks.



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

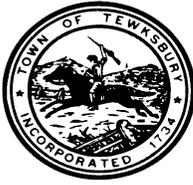
Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewbury-ma.gov

Please be sure your voter ribbon is showing so that counters can see it when we take standing counts.

The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted 7:04 PM 5/5/21

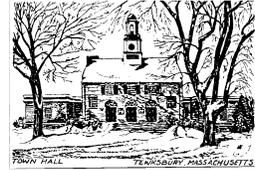
Mr. Kocsmiersky motioned to admit non-resident appointed members of any town or regional committee or task force, non-voting employees of the Town of Tewksbury including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, Superintendent of Schools Chris Malone, School Business Manager David Libby, DPW Superintendent Brian Gilbert, Town Engineer Kevin Hardiman, Town Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions and this motion was Adopted. 7:05 PM 5/5/21

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the May 5, 2021 Special Town Meeting Sine Die, and this motion was Adopted. 7:14 PM 5/5/21



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APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 5, 2021

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant, on May 5, 2021.

ARTICLE		FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS	MEMO
1	FY21 BUDGET TRANSFERS		530,830.00	
2	DPW SNOW AND ICE OPERATIONS	479,674.00		
3	TOWN ONE TIME ITEMS	120,326.00		
4	OUTSTANDING BILLS		4,824.78	Library Salaries
	TOTAL	600,000.00	535,654.78	

Free Cash	\$600,000.00	
Transfers		\$535,654.78

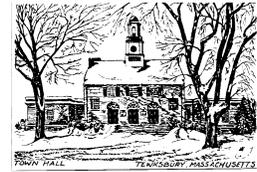
ATTEST:

DENISE GRAFFEO



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355
Fax: 978-851-8610
dgraffeo@tewbury-ma.gov

ARTICLE 1

To see if the Town will vote to transfer funds into the Following FY2021 Departmental Budgets; or take any action related thereto:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SHORTFALL
Town Manager Regular Salaries	1011231	5111	5,182
Accounting Regular Salaries	1011351	5120	10,179
Town Hall Energy Utilities	1011922	5210	20,000
Police Salaries Overtime	1042101	5130	85,000
Fire Salaries Overtime	1042201	5160	95,000
Fire Operating-Repairs and Maintenance	1042202	5240	25,000
Streetlights Bond Anticipation Pay Down	1064242	5927	208,517
Solid Waste - Solid Waste Collection	1074252	5291	15,000
Solid Waste -Solid Waste Disposal	1074252	5292	40,000
Essex North Shore Agricultural and Tech. School District	10858402	5652	6,952
Medicare Tax	1109152	5740	20,000
TOTAL SHORTFALL			530,830

Said sum to be transferred from the following available funds:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SURPLUS
School Group Insurance	1053002	5711	100,000
Town Group Insurance	1109142	5711	100,000
Library Salaries	1096101	5111	54,313
COA Salaries	1085411	5111	43,000
Fleet Salaries	10640061	5111	25,000
Streetlight Operating	1064242	5210	208,517
TOTAL SURPLUS			530,830

Town Manager

Motion: The Finance Committee motioned to Adopt Article 1

Vote: Article 1 was Adopted Unanimously

7:06 PM

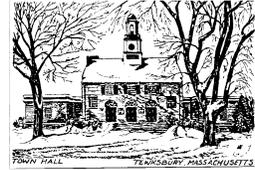
5/5/21

Executive Summary: This article transfers funds from accounts with a projected surplus to accounts with a projected deficit or to accounts to allow for the purchase of needed items or services.



Town of Tewksbury

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ARTICLE 2

To see if the Town will vote to transfer \$479,674 into the FY2021 DPW Snow & Ice Budget as follows; or take any action relative thereto.

Department	Account	Amount
DPW Snow & Ice-Salaries	1064231-5130	103,923
DPW Snow & Ice-Operating	Various Accounts	375,751
DPW Snow & Ice-Capital Outlay	1064233-5890	-
Total Transfers In		479,674

Said sum to be transferred from the following available funds:

Department	Account	Amount
July 1, 2020 Certified Free Cash (Surplus Revenue)	1-3590	\$479,674
Total Transfers Out		\$479,674

Town Manager

Motion: The Finance Committee motioned to Adopt Article 2

Vote: Article 2 was Adopted Unanimously 7:07 PM 5/5/21

Executive Summary: This article utilizes Free Cash certified as of July 1, 2020 to fund Department of Public Works - Snow and Ice due to the amount of snow and ice events during the winter which exceeded the amount budgeted.

ARTICLE 3

To see if the Town will vote to transfer \$120,326 from Free Cash to fund the following items; or take any action relative thereto.

Middlesex Retirement Assessment	32,000
Mollie Drive Contamination Cleanup	40,000
Livingston Recreation Building Upgrades	19,000
Streetlights Bond Anticipation Note Interest	10,326
Streetlights Bond Anticipation Note Interest	19,000
Total	120,326

Town Manager

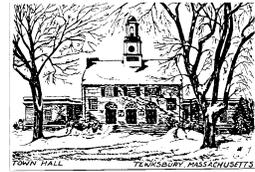
Motion: Town Manager, Richard Montuori presented an Amendment to Article 3
The Finance Committee motioned to Adopt Article 3 as Amended

Vote: The Amendment was Adopted 7:08 PM 5/5/21
Article 3 was Adopted as Amended 7:10 PM 5/5/21



Town of Tewksbury

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AMENDMENT: Delete the word "Interest" in the 5th row changing the text to Streetlights Bond Anticipation Note.

Middlesex Retirement Assessment	32,000
Mollie Drive Contamination Cleanup	40,000
Livingston Recreation Building Upgrades	19,000
Streetlights Bond Anticipation Note Interest	10,326
Streetlights Bond Anticipation Note Interest	<u>19,000</u>
Total	120,326

ARTICLE 3 AS AMENDED: To see if the Town will vote to transfer \$120,326 from Free Cash to fund the following items; or take any action relative thereto.

Middlesex Retirement Assessment	32,000
Mollie Drive Contamination Cleanup	40,000
Livingston Recreation Building Upgrades	19,000
Streetlights Bond Anticipation Note Interest	10,326
Streetlights Bond Anticipation Note	<u>19,000</u>
Total	120,326

Executive Summary: This article utilizes Free Cash certified as of July 1, 2020 to fund various Town expenditures.

ARTICLE 4

To see if the Town will vote to transfer from the sum of \$4,824.78 from Library Salaries to pay for the following outstanding bill from the previous year; or take any action relative thereto.

Evoqua Water Technologies	4,318.28
City Hall Systems	<u>506.50</u>
Total	4,824.78

Town Manager

Motion: The Finance Committee motioned to Adopt Article 4

Vote: Article 4 was Adopted Unanimously (9/10 required)

7:13 PM

5/5/21

Executive Summary: According to Massachusetts General Laws Chapter 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.

Finance Committee Chairman, Rob Kocsmiersky motioned to Adjourn the May 5, 2021 Special Town Meeting Sine Die, and this motion was Adopted.

7:14 PM

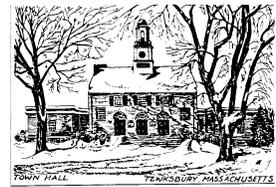
5/5/21

RESPECTFULLY SUBMITTED:
DENISE GRAFFEO, TOWN CLERK



Town of Tewksbury

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Tewksbury Memorial High School
320 Pleasant Street
Special Town Meeting
October 5, 2021

Town Clerk, Denise Graffeo called to order the October 5, 2021 Special Town Meeting at 7:00 PM given that a quorum of voters was present and a properly served and returned warrant was in possession. Due to Moderator Todd Johnson's election to the Board of Selectmen, the Moderator position became vacant. The first order of business was the election of a Temporary Moderator. Jay Kelly, Chairman of the Board of Selectmen, nominated Scott Wilson as Temporary Moderator for the October 5, 2021 Special Town Meeting. This nomination was seconded by Selectman Todd Johnson and confirmed by a vote of the Assembly. Scott Wilson was sworn in as Temporary Moderator by Ms. Graffeo.

On Tuesday, October 5, 2021, there were 190 voters and 15 visitors in attendance.

Moderator Wilson made the following introductory comments: *My name is Scott Wilson and I am honored to serve in the role of moderator for tonight's town meeting. These are still unusual times due to the pandemic, but we will do our best to make this Town Meeting a familiar experience.*

- *Please social distance*
- *If you're unable to social distance wear your mask/facial covering*
- *Follow entry and exit signs*

Take note of the exits at the front and the back of the gym. Restrooms are located in the rear.

As we begin our meeting, I hope that we are able to conduct the meeting professionally. Speakers may disagree with any official, with any other voter, volunteer, or any board. As long as we treat each other respectfully this meeting should go smoothly. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting in egregious cases. Let's work together to address the issues before this body fairly and efficiently.

This meeting is being recorded.

As we move through the articles, presenters on the articles will be allowed to speak first on the article before I open the floor to debate. A voter desiring to speak should approach the microphone before me, await recognition by me, and identify oneself by name and street address for the record. I ask members of all boards to do the same. Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear tapping, it is your signal to wrap up your remarks.

Please be sure your voter ribbon is showing so that counters can see it when we take standing counts. Visitors wearing red ribbons are not allowed to vote and should be seated in the visitor's section of the bleachers.

To honor our Nation and our flag, Moderator Wilson led the Assembly in the Pledge of Allegiance.

The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted 7:04 PM 10/5/21

Finance Committee Chairman, Robert Kocsmiersky motioned to admit Assistant Town Manager Steve Sadwick, Fire Chief Joseph Kearns, Superintendent of Schools Chris Malone, School Business Manager Dave Libby, DPW Director Brian Gilbert, Town Engineer Kevin Hardiman, Town Counsel Kevin Feeley and other non-resident employees to speak to answer residential questions, and this motion was Adopted Unanimously

7:06 PM 10/5/21

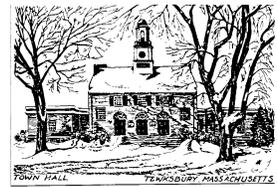
Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the October 5, 2021 Special Town Meeting and this motion was Adopted. 8:31 PM 10/5/21



Town of Tewksbury

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TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF TOWN CLERK



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TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

dgraffeo@tewbury-ma.gov

APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING – OCTOBER 5, 2021

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Board of Selectmen, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Special Town Meeting, convened by proper Warrant, on October 5, 2021.

	ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM FREE CASH	WATER ENTERPRISE RETAINED	CPA UNDESIGNATED RESERVE
1	FY22 DEPARTMENTAL BUDGETS	820,579.00			
2	OUTSTANDING FY22 BILLS	3,795.71			
3	ONE TIME CAPITAL EXPENDITURES		180,168.00		
4	ASTLE STREET WATER TANK IMPROVEMENTS			150,000.00	
5	STABILIZATION FUND		3,940,314.00		
6	LIVINGSTON STREET FIELD DRAINAGE IMPROVEMENTS				110,000.00
	TOTALS	824,374.71	4,120,482.00	150,000.00	110,000.00

Raise & Appropriate \$824,374.71

Transfer From Free Cash \$4,120,482.00

Water Enterprise Retained Earnings \$150,000.00

CPA Undesignated Reserve \$110,000.00

ATTEST: DENISE GRAFFEO
TOWN CLERK



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ARTICLE 1

To see if the Town will vote to raise and appropriate funds into the Following FY2022 Departmental Budgets; or take any action related thereto:

Treasurer Collector Professional Services	1011452-5310	\$	10,000
Computer Services Full Time Salaries	1011361-5111	\$	45,000
Computer Services Professional Services	1011362-5310	\$	30,000
Treasurer Unclassified Interest Maturing Debt	1127512-5915	\$	<u>735,579</u>
Total Surplus		\$	820,579

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$820,579 for the purpose of the article

Vote: Article 1 was Adopted Unanimously 7:08 PM 10/5/21

Executive Summary: This article raises and appropriates funds to FY2022 Budgets. The additional funds are available since State and Local revenue will be higher than projected.

ARTICLE 2

To see if the Town will vote to raise and appropriate the sum of \$3,795.71 to pay for the following outstanding bills from the previous fiscal year; or take any other action relative thereto.

<u>Unpaid Invoice</u>		<u>Amount</u>
Billerica Police Department Details	\$	232.00
Priority Dispatch	\$	2,244.00
WB Mason	\$	704.71
Comcast	\$	<u>615.00</u>
Total	\$	3,795.71

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$3,795.71 for the purpose of the article

Vote: Article 2 was Adopted Unanimously (9/10 required) 7:09 PM 10/5/21

Executive Summary: According to M.G.L. c. 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.

ARTICLE 3

To see if the Town will vote to transfer from the certified General Fund Free Cash or the Stabilization Fund a sum of \$180,168 to be expended by the Town Manager to fund the following; or take any other action relative thereto

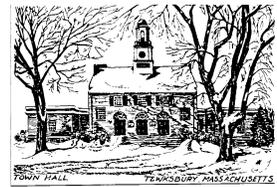
<u>Description</u>		<u>Amount</u>
Library Carpet	\$	65,000
Police Station Renovations	\$	43,790
Boiler Center Fire Station	\$	49,878
Deputy Fire Chief Assessment Center	\$	9,500
Fire Rescue Vehicle	\$	<u>12,000</u>
Total	\$	180,168

Town Manager



Town of Tewksbury

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Motion: Town Manager, Richard Montuori offered an Amendment to Article 3
The Finance Committee motioned to Adopt Article 3 as Amended; transfer \$180,168 from Free Cash for the purpose of the article

Vote: The Amendment was Adopted 7:16 PM 10/5/21
Article 3 was Adopted as Amended Unanimously 7:16 PM 10/5/21

AMENDMENT TO ARTICLE 3: (Deleted language shown with strikethrough and added in bold)

To see if the Town will vote to transfer from the certified General Fund Free Cash ~~or the Stabilization Fund~~ a sum of \$180,168 to be expended by the Town Manager to fund the following; or take any other action relative thereto

ARTICLE 3 AS AMENDED: To see if the Town will vote to transfer from the certified General Fund Free Cash a sum of \$180,168 to be expended by the Town Manager to fund the following; or take any other action relative thereto

<u>Description</u>	<u>Amount</u>
Library Carpet	\$ 65,000
Police Station Renovations	\$ 43,790
Boiler Center Fire Station	\$ 49,878
Deputy Fire Chief Assessment Center	\$ 9,500
Fire Rescue Vehicle	\$ 12,000
Total	\$ 180,168

Executive Summary: This article transfers funds from certified Fund Free Cash or the Stabilization Fund for specific one time capital expenditures. The plan is to use Free Cash if it is certified by the Massachusetts's Department of Revenue prior to Town Meeting, and if not the plan will be to use the Stabilization Fund.

ARTICLE 4

To see if the Town will vote to transfer \$150,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for engineering services for inspection, repairs, painting and other improvements to the Astle Street Water Tank; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$150,000 from Water Retained Earnings for the purpose of the article

Vote: Article 4 was Adopted Unanimously 7:17 PM 10/5/21

Executive Summary: This article allows the Town to utilize funds from Water Retained Earnings for Capital Improvements.

ARTICLE 5

To see if the Town will vote to transfer the sum of money from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

Town Manager

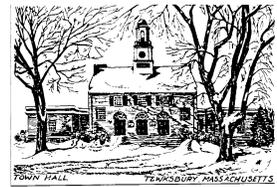
Motion: Town Manager, Richard Montuori offered an Amendment to Article 5
The Finance Committee motioned to Adopt Article 5 as Amended; transfer \$3,940,314 from Free Cash to the Stabilization Fund

Vote: The Amendment was Adopted 7:18 PM 10/5/21
Article 5 was Adopted as Amended Unanimously (2/3 required) 7:19 PM 10/5/21



Town of Tewksbury

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AMENDMENT TO ARTICLE 5: (Deleted language shown with strikethrough and added in bold)

To see if the Town will vote to transfer the sum of ~~money~~ **\$3,940,314** from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

ARTICLE 5 AS AMENDED: To see if the Town will vote to transfer \$3,940,314 from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

Executive Summary: This article seeks approval to set aside these funds in the Stabilization Fund to be used for future emergencies or one time purchases or projects.

ARTICLE 6

To see if the Town will vote to appropriate the sum of \$110,000 from the Community Preservation Fund Undesignated Reserve to be expended with the approval of the Town Manager for the purpose of drainage improvements at the State Field at Saunders Recreation Area on Livingston Street. Pursuant to M.G.L. c 44B or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee; or take any other action relative thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; transfer \$110,000 from the Community Preservation Fund Undesignated Reserve for the purpose of the article

Vote: Article 6 was Adopted Unanimously 7:19 PM 10/5/21

Executive Summary: This article will fund drainage improvements at the State Field located at Saunders Recreation Area on Livingston Street.

ARTICLE 7

To see if the Town will vote to transfer to the Tewksbury Conservation Commission, to be held under the care, custody and control of the Conservation Commission for conservation purposes, for the promotion and development of natural resources, and for the protection of the watershed resources of the Town of Tewksbury, under the provisions of M.G.L. c. 40 §8C, as it may hereafter be amended and of Article XCVII (97) of the Articles of the amendments to Massachusetts Constitution, the following parcels of land

<u>Address</u>	<u>Assessors Map and Block</u>	<u>Parcel Acreage</u>	<u>Parcel Designation Use</u>
129 Fox Run Drive/Behind	21-118	3.2	Conservation
Catamount Road	65-96	23.66	Conservation
Patten Road/Behind	56-205	5.28	Conservation
Joanne Drive	56-229	0.49	Conservation
Joanne Drive	56-230	0.10	Conservation

And, further, to authorize the Board of Selectmen to petition each branch of the General Court to enact such laws as required by said Article XCVII (97), or take any other action relative thereto.

Town Manager

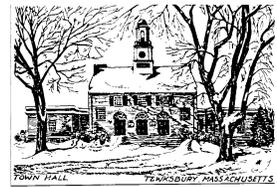
Moderator Wilson accepted the following Scrivener's Error and there were no objections.
(Deleted language shown with ~~strikethrough~~ and added with **bold**)

In the last sentence: enact such laws as required by said Article XCVII (97), or take any other action relative thereto.



Town of Tewksbury

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dgraffeo@tewbury-ma.gov

Motion: The Finance Committee motioned to Adopt

Vote: Article 7 was Adopted Unanimously (2/3 required) 7:21 PM 10/5/21

Executive Summary: The purpose is to place the parcels under the control of the Conservation Commission to promote and protect en perpetuity watershed resources, open space, and wildlife habitat.

ARTICLE 8

To see if the Town will vote to authorize the Board of Selectmen to grant an easement to National Grid and its successors and assigns for the purpose of placing and maintaining a pole and underground cables, wires and conduit with the necessary appurtenances which would provide for the electric transmission in, on and over a certain parcel of land to service the Solar Facility at the Sutton Brook Landfill site or take any other action relative thereto.

Town Manager

Moderator Wilson accepted the following Scrivener's Error and there were no objections.
(Deleted language shown with ~~strike through~~ and added with **bold**)

In the, Executive Summary: This article requests authorization of an easement for National Grid for new electric service to the ~~new Elementary School~~ **Sutton Brook Landfill**.

Motion: The Finance Committee motioned to Adopt

Vote: Article 8 was Adopted Unanimously (2/3 required) 7:22 PM 10/5/21

Executive Summary: This article requests authorization of an easement for National Grid for new electric service to the Sutton Brook Landfill.

ARTICLE 9

To see if the Town will vote to authorize the Board of Selectmen to sell all or a portion of the following parcels of land; or take any other action relative thereto.

<u>Address</u>	<u>Assessors Map and Block</u>	<u>Parcel Acreage</u>	<u>Parcel Square Footage</u>	<u>Current Assessed Value</u>
Birchwood Road	86-11	0.46	20,038	153,600
New York Road	81-183	0.62	27,007	39,400

Town Manager

Motion: The Finance Committee motioned to Adopt

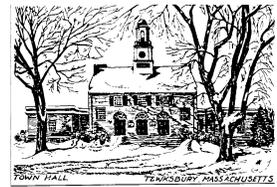
Vote: Article 9 was Adopted 127 Yes/23 No (2/3 required =100) 7:28 PM 10/5/21

Executive Summary: This article would allow for the sale of these parcels of land in accordance with the Town By-Law.



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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ARTICLE 10

To see if the Town will vote to amend the Zoning Bylaw, Section 8300 with deletions shown as strikethroughs and additions underlined:

8300. GROUND WATER PROTECTION DISTRICT (including the SBDA Plume Area and the SBDA Buffer Zone districts)

8301. Purpose of District: The purpose of this Groundwater Protection District (including the SBDA Plume Area and the SBDA Buffer Zone districts) is to:

- a. promote the health, safety, and general welfare of the community by ensuring an adequate quality and quantity of drinking water for the residents, institutions, and businesses of the Town of Tewksbury;
- b. preserve and protect existing and potential sources of drinking water supplies;
- c. conserve the natural resources of the town; ~~and~~
- d. prevent temporary and permanent contamination of the environment; ~~;~~ and
- e. prohibit or limit certain groundwater activities or uses within the SBDA Plume Area and the SBDA Buffer Zone that may impair the protectiveness of the federal Selected Remedy for the Sutton Brook Disposal Area Superfund Site.

8302. Scope ~~Of~~ of Authority. The Groundwater Protection District is an overlay district superimposed on the zoning districts. This overlay district shall apply to all new construction, reconstruction, or expansion of existing buildings and new or expanded uses. Applicable activities/ uses in a portion of one of the underlying zoning districts which fall within the Groundwater Protection District must additionally comply with the requirements of this district. Uses prohibited in the underlying zoning districts shall not be permitted in the Groundwater Protection District.

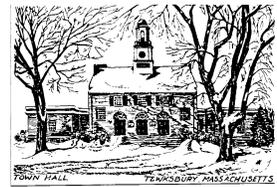
8303. Definitions. For the purposes of this section, the following terms are defined below:

- a. AQUIFER: Geologic formation composed of rock, sand or gravel that contains significant amounts of potentially recoverable water.
- b. GROUNDWATER PROTECTION DISTRICT: The zoning district defined to overlay other zoning districts in the Town of Tewksbury. The groundwater protection district may include specifically designated recharge areas.
- c. IMPERVIOUS SURFACE: Material or structure on, above, or below the ground that does not allow precipitation or surface water to penetrate directly into the soil.
- d. MINING: The removal or relocation of geologic materials such as topsoil, sand, gravel, metallic ores, or bedrock.
- e. POTENTIAL DRINKING WATER SOURCES: Areas which could provide significant potable water in the future.
- f. RECHARGE AREAS: Areas that collect precipitation or surface water and carry it to aquifers. Recharge areas may include areas designated as Zone I, Zone II, or Zone III.
- g. SBDA BUFFER ZONE: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Buffer Zone may include specifically designated use restriction areas. It encompasses an area within five hundred feet of the outer boundary of the SBDA Plume Area, where activities may impact the effectiveness of the Selected Remedy.
- h. SBDA PLUME AREA: A zoning district defined to overlay other zoning districts in the Town of Tewksbury. The SBDA Plume Area may include specifically designated use restriction areas. It encompasses an area underlain by groundwater that has been shown to be contaminated by toxic or hazardous material at or from the Sutton Brook Disposal Area Superfund Site which pose a risk to human health and the environment.
- gi. TOXIC OR HAZARDOUS MATERIAL: Any substance or mixture of physical, chemical, or infectious characteristics posing a significant, actual, or potential hazard to water supplies or other hazards to human health if such substance or mixture were discharged to land or water in the Town of Tewksbury. Toxic or



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hazardous materials include, without limitation; synthetic organic chemicals, petroleum products, heavy metals, radioactive or infectious wastes, acids and alkalis, and all substances defined as Toxic or Hazardous under Massachusetts General Laws (M.G.L.) Chapter(c.) 21C and 21E and 310 CMR 30.00, and also include such products as solvents and thinners in quantities greater than normal household use.

j. SBDA (SUTTON BROOK DISPOSAL AREA) SUPERFUND SITE (SITE), RECORD OF DECISION (ROD) and SELECTED REMEDY: An approximately 100 acres of land off South Street on the eastern boundary of the Town of Tewksbury, Middlesex County, Massachusetts with a small portion of land in the Town of Wilmington known as the SBDA Superfund Site (the "Site"). The Site is subject to the United States Environmental Protection Agency's (EPA's) Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), the National Contingency Plan (NCP) (40 CFR Section 300). In a document entitled, "Record of Decision, Sutton Brook Disposal Area Superfund Site," dated September 27, 2007 (the "ROD"), on file at the EPA Region I Record Center located at Five Post Office Square, Boston, Massachusetts ("EPA Region I Record Center"), EPA, with the concurrence of MassDEP, selected one or more response actions (collectively, the "Selected Remedy") for the Site pursuant to CERCLA and the NCP. Due to the fact that hazardous substances, pollutants, or contaminants remain at or from the Site above levels that allow for unlimited use and unrestricted exposure (UU/UE), EPA requires the establishment of institutional controls to ensure the protectiveness of its Selected Remedy.

8310. Location.

a. The Groundwater Protection District shall be defined as all lands within the Town of Tewksbury that are delineated as Zone II on the map titled "Town of Tewksbury Zone II Delineation" and dated September, 2001, which map(s), as amended from time-to-time, shall be kept on file with the Town Clerk, the Planning Board, the Building Commissioner, the Board of Health, and the Town Engineer. Additionally, a section in the southeasterly part of Town as defined on the attached map shall be included in the Groundwater Protection District. Said map, revises the most recent Zoning Overlay District Map dated 3/25/05

b. The SBDA Plume Area shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled "SBDA Plume Area and SBDA Buffer Zone Properties" and dated February 2021 prepared by Geosyntec Consultants, as approved by EPA. The extent of the SBDA Plume Area is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this Bylaw will be amended to replace the then current map with the updated map.

c. The SBDA Buffer Zone shall include all lands within the Town of Tewksbury near the Sutton Brook Disposal Area Superfund Site that are so delineated on the map titled "SBDA Plume Area and SBDA Buffer Zone Properties" and dated February 2021 prepared by Geosyntec Consultants, as approved by EPA. The extent of the SBDA Buffer Zone is expected to change based on performance of the Selected Remedy. EPA will periodically re-evaluate this district until such time as groundwater Performance Standards are met for the Site and, if necessary, provide an updated map. In the event that EPA provides an updated map, this Bylaw will be amended to replace the then current map with the updated map.

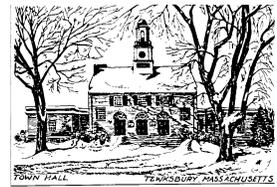
8311. If the location of the District, the SBDA Plume Area and/or the SBDA Buffer Zone boundary in relation to a particular parcel is in doubt, resolution of boundary disputes shall be through a Special Permit application to the Special Permit Granting Authority (SPGA) Planning Board. Any application for a special permit for this purpose shall be accompanied by adequate documentation.

8312. The burden of proof shall be upon the owner(s) of the land to show where the bounds should be located. At the request of the owner(s), the Town may engage a professional engineer, hydrologist, geologist, or soil scientist to determine more accurately the boundaries of the district, the SBDA Plume Area and/or the SBDA Buffer Zone with respect to individual parcels of land, and may charge the owner(s) for the cost of the investigation. Any changes to the Zone II or Zone III delineation via this process must occur in conformance with the criteria set forth in 310 CMR 22.00 and must be approved by the Massachusetts Department of Environmental Protection (MassDEP).



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8320. Development Regulations. In the Groundwater Protection District the following regulations shall apply:

8321. Permitted Uses. The following uses are permitted within the Groundwater Protection District, provided that all necessary permits, orders, or approvals required by local, state, or federal law are also obtained:

- a. conservation of soil, water, plants, and wildlife;
- b. outdoor recreation, nature study, boating, fishing, and hunting where otherwise legally permitted;
- c. foot, bicycle and/or horse paths, and bridges;
- d. normal operation and maintenance of existing water bodies and dams, splash boards, and other water control, supply and conservation devices;
- e. maintenance, repair, and enlargement of any existing structure, subject to Section 8322 (prohibited uses) and Section 8323 (special permitted uses);
- f. residential development, subject to Section 8322 (prohibited uses) and Section 8323 (special permitted uses);
- g. farming, gardening, nursery, conservation, forestry, harvesting, and grazing, subject to Section 8322 (prohibited uses) and Section 8323 (special permitted uses);
- h. construction, maintenance, repair, and enlargement of drinking water supply related facilities such as, but not limited to, wells, pipelines, aqueducts, and tunnels.
- i. Underground storage tanks related to these activities are not categorically permitted.

8322. Prohibited Uses. The following uses are prohibited in the Groundwater Protection District:

- a. Landfills and open dumps as defined in 310 CMR 19.006;
- b. Automobile graveyards and junkyards, as defined in M.G.L.c. 140B, §1;
- c. Landfills receiving only wastewater and/or septage residuals including those approved by the Department pursuant to M.G.L.c. 21, §26 through 53; M.G.L.c. 111, §17; M.G.L. c. 83, §6 and 7, and regulations promulgated thereunder;
- d. Facilities that generate, treat, store, or dispose of hazardous waste that are subject to M.G.L.c. 21C and 310 CMR 30.00, except for the following:
 - 1) very small quantity generators as defined under 310 CMR 30.000;
 - 2) household hazardous waste centers and events under 310 CMR 30.390;
 - 3) waste oil retention facilities required by M.G.L. c. 21, § 52A; and
 - 4) water remediation treatment works approved by DEP for the treatment of contaminated ground or surface waters.
- e. Petroleum, fuel oil, and heating oil bulk stations and terminals including, but not limited to, those listed under North American Industry Classification System (NAICS) Standard Industrial Classification (SIC) Codes 5171 and 5983 454310. SIC NAICS Codes are established by the US Office of Management and Budget and may be determined by referring to the most recent edition of the NAICS Manual, available from the U.S. Census Bureau; publication, Standard Industrial Classification Manual, and any other subsequent amendments;
- f. Storage of liquid hazardous materials, as defined in M.G.L.c. 21E, and/or liquid petroleum products unless such storage is:
 - 1) above ground level, and;
 - 2) on an impervious surface; and
 - 3) either: (i) in container(s) or above ground tank(s) within a building, or; (ii) outdoors in covered container(s) or above ground tank(s) in an area that has a containment system designed and operated to hold either 10% of the total possible storage capacity of all containers, or 110% of the largest container's storage capacity, whichever is greater;



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- 4) 310 CMR allows for the replacement of existing tanks/systems for the keeping, storage or dispensing of gasoline; and
- 5) 310 CMR exempts above-ground home heating oil systems from the containment requirement, and indoor tanks on impervious surfaces such as a basement floor, are allowed.
- g. Storage of sludge and septage, unless such storage is in compliance with 310 CMR 32.30 and 310 CMR 32.31;
- h. Storage of deicing chemicals unless such storage, including loading areas, is within a structure designed to prevent the generation and escape of contaminated runoff or leachate;
- i. Storage of animal manure unless covered or contained in accordance with the specifications of the Natural Resource Conservation Service;
- j. Earth removal, consisting of the removal of soil, loam, sand, gravel, or any other earth material (including mining activities) to within 4 feet of historical high groundwater as determined from monitoring wells and historical water table fluctuation data compiled by the United States Geological Survey, except for excavations for building foundations, roads, or utility works;
- k. Discharge to the ground of non-sanitary wastewater including industrial and commercial process waste water, except:
 - 1) the replacement or repair of an existing treatment works that will not result in a design capacity greater than the design capacity of the existing treatment works;
 - 2) treatment works approved by the Department of Environmental Protection designed for the treatment of contaminated ground or surface water and operating in compliance with 314 CMR 5.05(3) or 5.05(13); and
 - 3) publicly owned treatment works;
- l. Stockpiling and disposal of snow and ice containing deicing chemicals brought in from outside the district;
- m. Storage of commercial fertilizers, as defined in M.G.L. c. 128, §64, unless such storage is within a structure designed to prevent the generation and escape of contaminated runoff or leachate.
- n. The rendering impervious of greater than fifteen percent (15%) or two thousand five hundred (2,500) square feet of any lot, whichever is greater except under the provisions of subsection 8323 c.

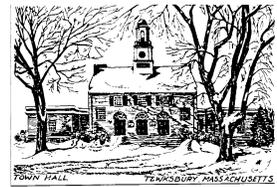
8323. Uses and Activities Requiring a Special Permit in the Groundwater Protection District. The following uses and activities are permitted in the Groundwater Protection District, only upon the issuance of a Special Permit by the Planning Board Special Permit Granting Authority (SPGA) ~~under such conditions as they may require: who may impose conditions to ensure compliance with Section 8300:~~

- a. Enlargement or alteration of existing uses that do not conform to the Groundwater Protection District;
- b. Those activities that involve the handling of toxic or hazardous materials in quantities greater than those associated with normal household use, permitted in the underlying zoning (except as prohibited under Section 8322). Such activities shall require a special permit to prevent contamination of groundwater;
- c. A system of storm water management and artificial recharge of precipitation must be designed, and approved by the SPGA Planning Board, to: prevent untreated discharges to wetland and surface water; preserve hydrologic conditions that closely resemble pre-development conditions; reduce or prevent flooding by managing peak discharges and volumes of runoff; minimize erosion and sedimentation; not result in significant degradation of groundwater; reduce suspended solids and other pollutants to improve water quality and provide increased protection of sensitive natural resources. These standards may be met using the following or similar best management practices:
 - 1) For lots occupied, or proposed to be occupied, by single or two family residences, recharge shall be attained through site design that incorporates natural drainage patterns and vegetation in order to maintain pre-development stormwater patterns and water quality to the greatest extent possible. Stormwater runoff from rooftops, driveways and other impervious surfaces shall be routed through grassed water-quality swales, as sheet flow over lawn areas, or into constructed stormwater wetlands, sand filters, organic filters and/or similar systems capable of removing nitrogen from stormwater;



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2) For lots occupied, or proposed to be occupied by other uses, a stormwater management plan shall be developed which provides for the artificial recharge of precipitation to groundwater through site design that incorporates natural drainage patterns and vegetation, and through the use of constructed (stormwater) wetlands, wet (detention) ponds, water quality swales, sand filters, organic filters, or similar site-appropriate best management practices capable of removing nitrogen and other contaminants from stormwater. The stormwater management plan shall meet the Stormwater Management Standards and technical guidance contained in the most recent version of the Massachusetts Department of Environmental Protection's Stormwater Management Handbook, for the type of use proposed, and the soil types present on the site. Such runoff shall not be discharged directly to rivers, streams, and other surface water bodies, wetlands, or vernal pools. Dry wells shall be prohibited;

3) Except when used for roof runoff from non-galvanized roofs, all infiltration facilities (including wetlands, ponds, and swales) shall be preceded by oil, grease and sediment traps or other best management practices to facilitate control of hazardous materials spills and removal of contamination, and to avoid sedimentation of treatment and leaching facilities;

4) All artificial recharge systems shall be maintained in full working order by the owner(s), under the provisions of an operations and maintenance plan approved by the SPGA Planning Board, to ensure that systems function as designed. Artificial recharge systems shall be located at least one hundred (100) feet from drinking water wells. Any infiltration basins or trenches shall be constructed with a three (3) foot minimum separation between the bottom of the structure and maximum groundwater elevation. The Planning Board may allow for a reduction of this separation based upon the submittal of sufficient information so long as it would not exceed the requirements of the Department of Environmental Protection's Stormwater Management Policy in effect at the time of the application.

8324. Prohibited Uses in the SBDA Plume Area District. The following additional activities and uses are prohibited in the SBDA Plume Area district; except if performed by or on behalf EPA or MassDEP pursuant to CERCLA or Chapter 21E, the Performing Parties as required pursuant to the Consent Decree, or the operator of the existing solar energy facility as permitted by MassDEP:

- a. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
- b. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.
- c. Any activity or use which would interfere with, or would be reasonably likely to interfere with, systems and studies to monitor implementation of the CERCLA Selected Remedy for the Site, or to provide long-term environmental monitoring of on-site groundwater including all monitoring wells.

8325. Uses and Activities Requiring a Special Permit in the SBDA Buffer Zone District. The following uses and activities are permitted in the SBDA Buffer Zone, only upon the issuance of a Special Permit by the Planning Board under such conditions as they may require:

- a. Extraction, consumption or utilization of groundwater for any purpose, including without limitation extraction for potable, industrial, irrigation or agricultural use.
- b. Construction of groundwater infiltration and/or injection structures for storm water and surface water management.

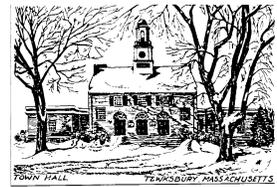
8330. Administrative Procedures.

8331. ~~The Special Permit Granting Authority (SPGA) under this bylaw shall be the Planning Board. Such The~~ special permit shall be granted if the Planning Board ~~SPGA~~ determines, in conjunction with the Board of Health, the Conservation Commission, and the Department of Public Works that the intent of this bylaw, as well as its specific criteria, are met. The ~~SPGA Planning Board~~ shall not grant a special permit under this section unless the petitioner's application materials include, in the ~~SPGA's Planning Board's~~ opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. ~~The SPGA~~



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~~shall document the basis for any departures from the recommendations of the other town boards or agencies in its decision. The Planning Board shall require any person applying for a Special Permit for activities in the SBDA Buffer Zone district to submit a duplicate of such application to EPA Region 1 (to the attention of the Project Manager for Sutton Brook Disposal Area Superfund Site, Massachusetts Superfund Section), with a copy to MassDEP (to the attention of the Bureau of Waste Site Cleanup-Boston, Federal Sites Program) 30 days in advance of filing such application and to include a written, dated acknowledgement of receipt from each agency. The Planning Board shall not consider any such application to be complete for purposes of review without such acknowledgement. EPA after reasonable opportunity for MassDEP review and comment, will then submit a letter to the Planning Board for consideration prior to the end of the 35 days referenced in Section 8332.~~

8332. Upon receipt of the special permit application, the SPGA Planning Board shall transmit one copy each to the Board of Health, the Conservation Commission, Fire Department, Police Department, Building Commissioner, Town Manager, Planning Board and Town Department of Public Works for their written recommendations. The necessary number of copies of the application shall be furnished by the applicant. Each agency listed shall, within ~~forty five (45)~~ 35 days after the plan is filed, report to the SPGA Planning Board, in writing, their approval or disapproval of the subject application:

- a. In the event of disapproval, the agencies shall make specific findings and reasons therefore, and, where possible, shall make recommendations for the adjustment thereof;
- b. Failure to respond in writing within ~~45~~ 35 days of receipt shall indicate approval or no desire to comment by said agency.

8333. The SPGA Planning Board may grant the required special permit if it determines, in conjunction with the Board of Health, the Conservation Commission, and the Department of Public Works, the requirements of this Section 8300 are met, provided that the Board finds only upon finding that the proposed use meets the following standards, those specified in Section 8320 of this bylaw, and any regulations or guidelines adopted by the SPGA Planning Board. The proposed use must:

- a. In no way, during construction or thereafter, adversely affect the existing or potential quality of quantity of water that is available in the Groundwater Protection District; and
- b. Be designed to avoid substantial disturbance of the soils, topography, drainage, vegetation, and other water-related natural characteristics of the site to be developed.

8334. The Planning Board shall not grant a special permit under this Section 8300 unless the petitioner's application materials include, in the Board's opinion, sufficiently detailed, definite, and credible information to support positive findings in relation to the standards given in this section. The Planning Board shall document the basis for any departures from the recommendations of the other Town boards or agencies in its decision.

8335. The SPGA Planning Board may adopt regulations to govern design features of projects. Such regulations shall be consistent with special permit regulations adopted by the municipality.

~~8335~~ **8336.** The applicant shall file 16 copies of a site plan and attachments with the Department of Community Development. The site plan shall be drawn at a proper scale as determined by the SPGA Planning Board and be stamped by a professional engineer. All additional submittals shall be prepared by qualified professionals. The site plan and its attachments shall at a minimum include the following information where pertinent:

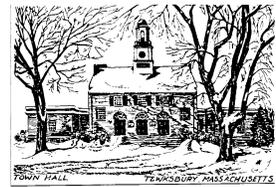
- a. A complete list of chemicals, pesticides, herbicides, fertilizers, fuels, and other potentially hazardous materials to be used or stored on the premises in quantities greater than those associated with normal household use;
- b. For those activities using or storing such hazardous materials, a hazardous materials management plan shall be prepared and filed with the Director of Emergency Management, Fire Chief, and Board of Health. The plan shall include:

- 1) provisions to protect against the discharge of hazardous materials or wastes to the environment due to spillage, accidental damage, corrosion, leakage, or vandalism, including spill containment and clean-up procedures;



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- 2) provisions for indoor, secured storage of hazardous materials and wastes with impervious floor surfaces;
- 3) evidence of compliance with the Regulations of the Massachusetts Hazardous Waste Management Act 310 CMR 30, including obtaining an EPA identification number from the Massachusetts Department of Environmental Protection.
- 4) proposed down-gradient location(s) for groundwater monitoring well(s), should the SPGA deem the activity a potential groundwater threat.

c. For those activities or uses proposed in the SBDA Buffer Zone district, in addition to the requirements set forth above:

- 1) an evaluation by an appropriately trained and licensed professional of the impact of any proposed extraction or infiltration of groundwater to demonstrate that it would not substantially alter the then existing groundwater elevation contours (zone of influence and/or groundwater mounding) or the then existing boundary of the SBDA Plume Area, and
- 2) sampling and analysis by an appropriately trained and licensed professional of any groundwater proposed for extraction as necessary to demonstrate that use of such groundwater for its intended purpose would not violate any applicable health or safety requirement.

~~8336~~ **8337.** The SPGA Planning Board shall hold a hearing, in conformity with the provision of MGL Chapter 40A, Section 9, within 65 days after the filing of the application and after the review by the Town Boards, Departments, and Commissions. Notice of the public hearing shall be given by publication and posting and by first-class mailings to "parties of interest" as defined in MGL Chapter 40A, §11. The decision of the SPGA Planning Board and any extension, modification, or renewal thereof shall be filed with the SPGA Planning Board and Town Clerk within 90 days following the closing of the public hearing. Failure of the SPGA Planning Board to act within 90 days shall be deemed as a granting of the permit. However, no work shall commence until a certification is recorded as required by §11.

~~8337~~ **8338.** Written notice of any violations of this Section shall be given by the Building Commissioner to the responsible person as soon as possible after detection of a violation or a continuing violation. Notice to the assessed owner of the property shall be deemed notice to the responsible person. Such notice shall specify the requirement or restriction violated and the nature of the violation, and may also identify the actions necessary to remove or remedy the violations and preventive measures required for avoiding future violations and a schedule of compliance. A copy of such notice shall be submitted to the Building Inspector, the Board of Health, Conservation Commission, Town Engineer/Department of Public Works, and Water Department. The cost of containment, clean-up, or other action of compliance shall be borne by the owner and operator of the premises.

~~8340. Severability.~~ A determination that any portion or provision of this overlay protection district is invalid shall not invalidate any other portion or provision thereof, nor shall it invalidate any special permit previously issued thereunder.

Town Manager

Motion: The Finance Committee motioned to Adopt
The Planning Board recommended Adoption

Vote: Article 10 was Adopted Unanimously (2/3 required)

7:32 PM

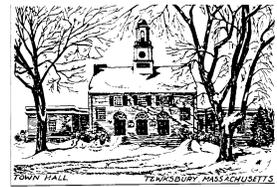
10/5/21

Executive Summary: This update to the Groundwater Protection District includes institutional controls as part of the Town's compliance with the Consent Decree regarding the Sutton Brook Disposal Area as recommended by the US EPA and MassDEP.



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ARTICLE 11

To see if the Town will vote to amend the Tewksbury Zoning Map to include a Groundwater Protection SBDA Buffer Zone and Groundwater Protection SBDA Plume Area at Rocco's Landfill as described below:



Town Manager

Motion: The Finance Committee motioned to Adopt
The Planning Board recommended Adoption

Vote: Article 11 was Adopted Unanimously (2/3 required) 7:32 PM 10/5/21

Executive Summary: This update to the Zoning Map will reflect the institutional controls necessary for the Town's compliance with the Consent Decree regarding the Sutton Brook Disposal Area as recommended by the US EPA and MassDEP.

ARTICLE 12

To see if the Town will vote to authorize the Board of Selectmen to file with the Great and General Court of the Commonwealth of Massachusetts a Home Rule Petition to amend the Town Charter by: (1) replacing the term "Board of Selectmen", "Board of Selectman", "Board" or "Selectmen," appearing in any context where reference is made to the entire Board, with the term "Select Board", (2) replacing any reference to individual members of the Board with, "Select Board member," and, (3) replacing any reference to a "Chairman" with the word "Chair." Further, to authorize the General Court to make changes of form only to this Home Rule Petition unless the Board of Selectmen authorizes any changes that are within the scope, intent and public purposes of this Home Rule Petition, and to authorize the Board to approve such changes.

Board of Selectmen

Motion: The Finance Committee motioned to Adopt

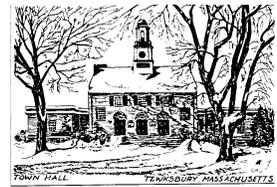
Vote: Article 12 was Adopted 7:37 PM 10/5/21

Executive Summary: This article will change within the Town Charter, the term Board of Selectmen to Select Board, change any reference of Board of Selectmen to Board and Chairman to Chair.



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ARTICLE 13

To see if the Town will vote to amend the Town’s General Bylaws by replacing, in each instance in which they appear: (1) the words “Board of Selectmen” , “Board of Selectman”, “Board”, or “Selectmen” , when such terms reference the entire Board, with the term “Select Board”; (2) the term “Selectman” with “Select Board member” and (3) the term “Chairman” with the term “Chair; provided, however, that this bylaw amendment shall take effect only after all the provisions of G.L. c.40, s.32 have been met and the special act approved under Article12 takes effect.

Board of Selectmen

Moderator Wilson accepted the following Scrivener’s Error and there were no objections.
(Deleted language shown with ~~strike through~~ and added with **bold**)

Within the article: To see if the Town will **vote** to amend the Town’s General Bylaws to by replacing, in each instance in which they appear: (1) the words “Board of Selectmen” , “Board of Selectman”, “Board”, or “Selectmen” , when such terms reference the entire Board, with the term “Select Board”; (2) the term “Selectman” with “Select Board member” and (3) the term “Chairman” with the term “Chair; provided, however, that this bylaw amendment shall take effect only after all the provisions of G.L. c.40, s.32 have been met and the special act approved under Article12 takes effect.

Motion: The Finance Committee motioned to Adopt

Vote: Article 13 was Adopted 7:38 PM 10/5/21

Executive Summary: This article will change within the Town’s General Bylaws, the term Board of Selectmen to Select Board, change any reference of Board of Selectmen to Board and Chairman to Chair.

ARTICLE 14

To see if the Town will vote to amend the Town’s Zoning Bylaws by replacing, in each instance in which they appear: (1) the words “Board of Selectmen” , “Board of Selectman”, “Board”, or “Selectmen” , when such terms reference the entire Board, with the term “Select Board”; (2) the term “Selectman” with “Select Board member” and (3) the term “Chairman” with the term “Chair”; provided, however, that this bylaw amendment shall take effect only after all the provisions of G.L. c.40, s.32 have been met and the special act approved under Article 12 takes effect.

Board of Selectmen

Moderator Wilson accepted the following Scrivener’s Error and there were no objections.
(Deleted language shown with ~~strike through~~ and added with **bold**)

Within the article: To see if the Town will vote to amend the Town’s Zoning Bylaws ~~to~~ by replacing, in each instance in which they appear: (1) the words “Board of Selectmen” , “Board of Selectman”, “Board”, or “Selectmen” , when such terms reference the entire Board, with the term “Select Board”; (2) the term “Selectman” with “Select Board member” and (3) the term “Chairman” with the term “Chair”; provided, however, that this bylaw amendment shall take effect only after all the provisions of G.L. c.40, s.32 have been met and the special act approved under Article 12 takes effect.

Motion: The Finance Committee motioned to Adopt

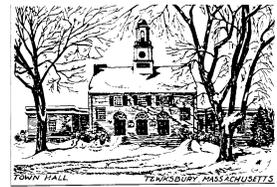
Vote: Article 14 was Adopted 121 Yes/1 No (2/3 required=82) 7:42 PM 10/5/21

Executive Summary: This article will change within the Town’s Zoning Bylaws, the term Board of Selectmen to Select Board, change any reference of Board of Selectmen to Board and Chairman to Chair.



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355

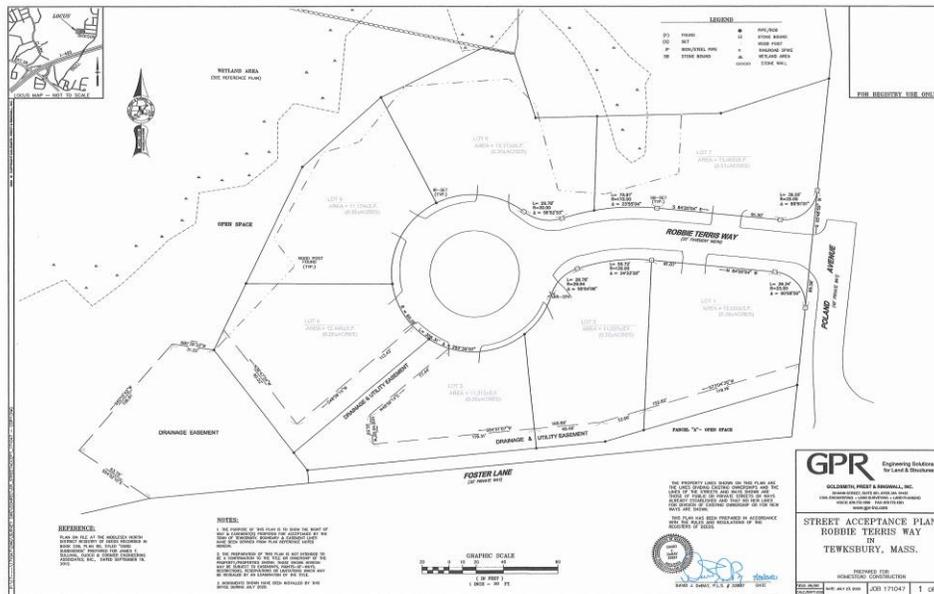
Fax: 978-851-8610

dgraffeo@tewbury-ma.gov

ARTICLE 15

To see if the Town will vote pursuant to Massachusetts General Laws Chapter 82, Section 21-24, as amended and any other applicable statutes, to accept the laying out as a town way by order of the Board of Selectmen.

A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Robbie Terris Way on a plan entitled "Street Acceptance Plan Robbie Terris Way Prepared for Homestead Construction Dated July 23, 2020 by GPR, Inc. 39 Main Street Suite 301 Ayer, MA 01432" a copy of which plan has been filed with the office of the Town Clerk and the Department of Community Development, and such plan is referenced to for more particular description and to authorize the Board of Selectmen to take by eminent domain, an easement, or in fee; or take any action relative thereto.



Joseph LaLiberte

Motion: Joseph LaLiberte motioned to Adopt

Vote: Article 15 was Adopted Unanimously

7:43 PM

10/5/21

Executive Summary: The purpose of this article is to accept Robbie Terris Way as a public way (Town Street)

ARTICLE 16

Article III. Solicitors and Canvassers

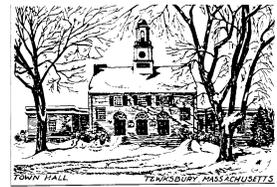
To see if the Town will vote to create a "Do Not Knock Registry." Currently, all solicitors must register with the Tewksbury Police Department and receive a license from the town clerk to solicit. When a solicitor receives a license, the solicitor will be given a list of resident addresses they cannot solicit. If a business does solicit a residence on the Do Not Knock List, the solicitor will be fined \$300 and will not be allowed to solicit any homes in Tewksbury for a period of one year.

Christine Chesbrough



Town of Tewksbury

TOWN HALL
1009 MAIN ST
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

dgraffeo@tewbury-ma.gov

Motion: Christine Chesbrough motioned to Adopt
Richard Levasseur motioned to Amend

Vote:	The Amendment was Adopted	7:51 PM	10/5/21
	Article 16 was Adopted as Amended	7:52 PM	10/5/21

AMENDMENT TO ARTICLE 16: Change \$300 to \$1,000

ARTICLE 16 AS AMENDED: Article III. Solicitors and Canvassers

To see if the Town will vote to create a “Do Not Knock Registry.” Currently, all solicitors must register with the Tewksbury Police Department and receive a license from the town clerk to solicit. When a solicitor receives a license, the solicitor will be given a list of resident addresses they cannot solicit. If a business does solicit a residence on the Do Not Knock List, the solicitor will be fined \$1,000 and will not be allowed to solicit any homes in Tewksbury for a period of one year

Executive Summary: Currently, anyone with a license can solicit a residence with items and/or services for sale unless there is a notice that states “No Solicitors No Trespassing.” Residents would have the option to complete a “Do Not Knock Registry” form to opt out of anyone soliciting their home to sell items and/or services at their home. The “Do Not Knock Registry” will be managed by the Tewksbury Police Department and/or Tewksbury Town Clerk. This bylaw would not apply to nonprofit 501(c)(3) organizations, youth organizations, Boy Scouts/Girl Scouts, schools, political purposes, religious organizations, or any group/organization prohibited per law.

ARTICLE 17

To see if the Town will vote to change the length of term of an elected Planning Board seat from five (5) years to three (3) years, as provided for in M.G.L. Chapter 41 Section 81a. Current Planning Board members may fulfill their terms, and any member elected after adoption would serve a three (3) year term. Any appointments to the board for a vacated seat would fulfill the term of the seat vacated.

Paige Impink, Chris Mullins and others

Motion: Paige Impink motioned to Adopt
Stephen Johnson motioned for Indefinite Postponement

Vote:	Indefinite Postponement Failed 35 Yes/125 No	8:28 PM	10/5/21
	Article 17 was Adopted 125 Yes/40 No	8:31 PM	10/5/21

Executive Summary: Currently the term of an elected Planning Board member is five (5) years. This change would make each seat a three (3) year term, which brings the length of term for a planning board seat into alignment with other elected boards in Tewksbury with three (3) year terms: Board of Selectmen, Board of Health, School Committee, Shawsheen Regional Technical High School Committee, Board of Library Trustees and Town Moderator. Current members would fulfill their full terms.

Finance Committee Chairman, Robert Kocsmiersky, motioned to Adjourn the October 5, 2021 Special Town Meeting Sine Die, and this motion was Adopted. 8:31 PM 10/5/21

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

ADMINISTRATION

Board of Selectmen

Town Manager

Human Resources

Board of Registrars

Housing Authority

Parking Clerk

Town Clerk

Veteran's Services

Department of Public Works

BOARD OF SELECTMEN

During the 2021, the Select Board held regular meetings every two weeks and additional meetings when called upon. Meetings took place in the main hall of the Town Hall but shifted to virtual meetings via WebEx due to the Open Meeting Law policy set forth by the Governor during the State of Emergency related to the Covid-19 pandemic which began in March 2020. In June 2021, the Select Board resumed in-person meetings. Also, to note: Through town vote, Board of Selectmen was changed to Select Board.

In accordance with the town charter and by-laws, the Board addressed issues in many areas:

- Town finance and budget matters, including water & sewer enterprise funds and capital improvement plan
- Tax classification hearings
- Annual independent audit

As required by terms of the employment contract negotiated by the Select Board, the Board addressed the status of the Town Manager's performance, goal setting, and compensation.

In other matters, the Select Board,

- Reorganized – Chair, Vice Chair, Clerk
- Designate LRTA & NMCOG Representatives
- Collaborated between Town Counsel, Kevin Feeley, Esq., on various legal matters
- Collaborated with the legislative delegation on a host of issues affecting Tewksbury
- Held various hearings on pole petitions, licensing requests, and street acceptances
- Reviewed all warrant articles for Annual and Special Town Meetings and made recommendations relative to each article
- Approved Town Meeting dates and dates to open/close Town Meeting Warrants
- Approved Election Staff Appointments
- Approved Presidential Primary Warrant Signatures
- Proposed and approved Select Board Meeting Dates for 2022
- Created a General Bylaw Committee
- Created a Tewksbury Diversity, Equity & Inclusion Advisory Committee
- Approved Use of America Rescue Plan Act of (ARPA) funds for water distribution projects
- Approved Board of Registrars Appointments
- Recognized The Tewksbury Veterans of Foreign Wars (VFW) 75th Anniversary
- Conducted numerous interviews and made appointments to various committees established by the Board
- Reviewed and approved special municipal employee applications
- Reviewed and approved Select Board “meeting minutes”
- Submitted MassHousing Letter for Chapter 40B (300 Ames Pond)
- Approved eBillboard Host agreement
- Conducted Executive Session for Collective Bargaining with NEPBA, Tewksbury Police Department Superior Officers, Tewksbury Firefighters Local 1647, Local 833 (AFSCME)
- Confirmed appointment for Fire Chief Joseph Kearns
- Reviewed and approved new common victual applications
- Reviewed and approved license transfers
- Reviewed Town Manager Goals and Objectives
- Rescinded the Town's Local State of Emergency for the Covid-19 pandemic
- Provided Covid-19 updates
- Conducted Verizon Ascertainment Hearing
- Reviewed Snow Operations Report
- Reviewed DPW: Sidewalk Presentation
- Reviewed updates on Water Quality
- Approved local funding request for Soldier On (1660 Main Street - Veterans Village)

- Reviewed and approved existing applications for common victual licenses, amusement licenses, entertainment licenses, class licenses, and pool table licenses
- Approved Halloween Trick or Treat hours
- Approved Town Clerk's 2020 Re-Precincting Plan and Boundaries
- Reviewed presentations from various committees relative to their work
- Accepted generous donations on behalf of the Town
- Reviewed and approved alteration of premises applications
- Approved Constable Appointments

The Select Board actively serve on various committees established to address specific focus areas. The board would like to express its appreciation to all who volunteered to serve our town on these committees as appointees as well as those who pursued various elective offices. The Select Board wishes to extend appreciation to our Town Manager, each departmental manager, our administrative staff, and our town employees for their commitment to serve our community and residents - most especially during the Covid-19 pandemic.

Respectfully Submitted,

Jay Kelly, Chairman, Select Board

TOWN MANAGER

During calendar year 2021 the Town continued to confront challenges with due to the COVID-19 Pandemic. During the entire year the Town maintained all services to the Community, while ensuring the safety and health of employees and resident. As they did from the beginning of the Pandemic, Town Departments did an outstanding job during difficult times. Services were never diminished and they overcame ever test they faced with dedication and professionalism.

During calendar year 2021 construction of the new Center Fire Station continued and will be complete in March of 2022. Construction for the new Elementary School Building on the site of the Ryan School continued and should be complete in the Fall/Winter 2022. The design of new DPW/School Maintenance Facility on Whipple Road should be complete in the Spring of 2022 with the hope of bringing the project forward to Town Meeting in October 2022. The project is estimated to be between \$25 - \$30 million dollar.

This past year was the eighth year the Town held its Farmers/Community Market and this past year it was moved to Livingston Street and will continue to be there. The market ran from June through the end of September every Thursday from 4PM to 7PM and had once again it was a great success and it was due to the outstanding efforts of Robert Hayes and Alex Lowder.

Town finances in 2021 continued to be strong despite the pandemic. The Town's consistent fiscal approach and financial policies followed over the past 10 years helped to successfully navigate through the pandemic over the past two years without any major issues. Department operating budgets and capital improvements were funded at a level that allowed for the continuation of a high level of service and the continuation of needed improvements in many areas. As always addressing issues central to residents and businesses of the Community will to be a priority as we move into next year.

I would like to thank the Board of Selectmen for their continued support and leadership through during the pandemic and as we made positive strides and improvement this past year. I would like to extend my appreciation and admiration to all Department Heads and employees of Town for their hard work, dedication, and selflessness. They did an outstanding job providing excellent service to the residents of the Community during this past year in the face of great challenge. Even though there is still work to do and many unmet needs the Town accomplished a great deal over the past year.

Respectfully Submitted
Richard A. Montuori
Town Manager

HUMAN RESOURCES

OFFICE HOURS ARE MONDAY THROUGH FRIDAY 7:30AM – 4:00PM

Department Staff: Teresa L. Belanger, Human Resources Director

The Human Resources Directors role concentrates on all aspects of Human Resources such as employee relations, labor relations, employee benefits, retiree benefits, occupational injuries/workers compensation, 111F administration, personnel records, recruiting, FMLA, MA General Laws, Civil Service regulations, State and Federal Employment Laws, benefit coordination, and medical cost analysis.

Responsibilities:

- **Recruiting:**
 - Maintains and updates all Town employee Job Descriptions.
 - Coordinates all recruiting efforts including but not limited to job postings, interviews, candidate selection, reference checks, CORI checks and pre-employment physicals.
 - Completes orientations with all new hires for the Town, notifies retirement board and payroll, benefit enrollment as necessary.
 - Maintains all new employee records in the Munis Financial Program.
 - Maintains all Civil Service Records.
- **Benefit Administration:**
 - Maintain all retiree pension deductions and notify retirement boards of upcoming changes in deductions.
 - Maintains all records related to the Massachusetts Healthcare Reform Bill and Affordable Care Act including the 1095C process.
 - Maintain, track and process all direct benefit payments.
 - Processes all Unemployment Claims for Town and School.
 - Coordinates all Family Medical Leaves (FMLA) for Town employees including correspondence with employee and physicians, completion of paperwork and tracking time out of work.
 - Coordinates all Medicare/Medex benefits with employees who reach the age of 65.
 - Coordinates COBRA benefits when necessary.
 - Coordinates MIIA Employee Assistance Program (EAP) Training.
 - Maintains voluntary benefits such as Aflac, Flexible Spending Plans (FSA) and Boston Mutual Supplemental Life Insurance.
 - Coordinate yearly Flu Clinic and Health Fairs.
 - Coordinates all employee injury claims through Worker's Comp/111F carrier.
- **Document Storage:**
 - Maintains all Town employee personnel files, as well as benefit records for School employees, retirees, and surviving spouses.
 - Maintains reports for all Town employees accrued time off such as vacation, sick and personal days.
 - Processes all department invoices, tracks costs and participants.
- **Miscellaneous:**
 - Maintains occupational injury reports, corresponds with claim adjusters, processes invoices for payment.
 - Handles employee relations issues as they arise.
 - Provides support to Personnel Relations Review Board (PRRB).
 - Serve as Grievance Officer for Harassment/Sexual Harassment claims.
 - Manages and updates Human Resource's page on Town website.

- **Highlights from 2021:**
 - Successfully produced over 900 1095C forms to benefit eligible employees and retirees within the IRS guidelines for the Affordable Care Act.
 - Worked collaboratively with the Town Manager, Board of Health and Public Health Nurse to educate employees in regards the Coronavirus and continuous updates of Covid-19 as necessary including but not limited to education of the virus, policies, as well as continuous updates regarding exposer/quarantining measures for employees. This included setting up several appointments for testing at Circle Health.
 - Worked with UTMC our 3rd party provider for unemployment benefits to monitor, track and respond to a high volume of unemployment claims due to the Coronavirus. This included an extraordinary number of fraudulent claims that had to be tracked and followed up on to be certain employees knew how to report the claims as fraudulent and to verify that the Town was not billed for these claims. Participated in numerous unemployment hearings with UTMC.
 - Recruiting efforts proved to be more challenging during a pandemic and with smaller than usual applicant pools. Worked alongside department heads to fill the following positions with external candidates:
 - Police Department:
 - 5 Patrolman
 - Front Line Initiative
 - 1 CIT-TTAC Program Manager
 - 2 Co-Response Clinicians
 - 1 Recover Support Clinician
 - Fire Department:
 - 8 Firefighters
 - Department of Public Works
 - 1 Filter Operator
 - 1 Head Filter Operator
 - 1 Motor Equipment Maintenance Person
 - 1 Project Manager
 - 1 Administrative Assistant/Permit Tech
 - Community Development/Building Department/Board of Health:
 - 1 Sanitarian
 - 1 Covid Nurse (Temp PT)
 - 1 Covid Contact Tracer (Temp PT)
 - 1 Building Commissioner
 - 1 Local Building Inspector
 - 1 Planner/Conservation Agent
 - Public Library:
 - 1 Assistant Library Director
 - 1 Children's Specialist
 - 2 Clerical Assistants
 - Council on Aging:
 - 1 Outreach Worker
 - Computer Services:
 - 1 Technology Specialist (Temp PT)
 - Finance:
 - 1 Town Accountant

Respectfully,
Teresa L. Belanger
Human Resources Director

BOARD OF REGISTRARS

Denise Graffeo, Town Clerk

Amanda K. Carroll, Chair

David J. Chou

Ruth A. Teague

One of the major duties of the Board of Registrars is to conduct all voter registration sessions. Registrars are responsible for the voter registration process, maintaining voter registration records, and submitting certain records to the Secretary of the Commonwealth. Prior to any election or town meeting, the Board of Registrars conducts a special voter registration session; the date and time are published in advance in the local newspapers and on the municipal website. There are three (3) important lists the registrars are required to prepare: the annual street list, the annual register, and the registered voters list. Certification of nomination papers, petitions, proposed town meeting articles, and applications for absentee voting are also the duty of the Registrars.

Voter registration in Tewksbury has never been easier than it is today. Residents may submit an application to register or pre-register to vote in Massachusetts if you are a citizen of the United States; and you are 16 years old; and you are not currently incarcerated by reason of a felony conviction. If you meet the above requirements, you may apply online, by mail, or in-person.

Registering online: www.registertovotema.com To register to vote online, you must have a signature on file with the Registry of Motor Vehicles. If you currently have a Massachusetts driver's license or state ID card, you may use the online voter registration application to register, update your address, or change your party affiliation. Voter registration forms submitted online must be submitted by midnight on the date of the voter registration deadline.

Registering by mail: If you do not qualify to register to vote online, or if you would prefer to register by mail, you may download the voter registration form from the Town Clerk's page of the [municipal](#) website or, you may request a mail-in voter registration form by phoning the Town Clerk's Office at 978-640-4355. The form must be completed, signed, and delivered to the Town Clerk's Office. Voter registration forms submitted by mail must be postmarked no later than the voter registration deadline.

Registering in-person: If you would like to register in-person, you may do so at any local election office, as well as the Elections Division of the Secretary of the Commonwealth's office. Voter registration is also available as part of every transaction at the Registry of Motor Vehicles and at certain public assistance agencies. Voter registration forms completed in-person are valid as of the day that they are signed. The Town Clerk's Office is located at Town Hall, 1009 Main Street, and is open Monday – Friday from 7:30 AM to 4:30 PM.

Automatic Voter Registration: If you are a U.S. citizen applying for or renewing a driver's license or state ID at the RMV, or applying for health insurance through MassHealth or the Commonwealth Health Connector, you will be automatically registered to vote, unless you opt out of registering.

Pre-registering to Vote: Though you must be 18 years old to vote, you may pre-register to vote once you are 16 years old. If you are 16 or 17 years old, you may submit a voter registration form to your local election official, who will then place your name on the list of pre-registrants. You will receive a pre-registration notice by mail, confirming receipt of your application. Pre-registration may be done online, by mail, or in person at any voter registration location (see above).

Once you become old enough to vote, your local election will mail you an acknowledgement notice, which is confirmation that your name has been moved from the list of pre-registrants to the list of registered voters. Your acknowledgement notice will include your party affiliation and the location of your polling place.

<u>Precinct</u>	<u>Location</u>	<u>Address</u>
Precincts 1 & 1A	Senior Center	175 Chandler St.
Precincts 2 & 2A	Recreation Center	286 Livingston St.
Precincts 3 & 3A	Town Hall	1009 Main St.
Precincts 4 & 4A	Library	300 Chandler St.

Precinct	Democratic	Republican	Unenrolled	All Political Designations	Total
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1	620	331	1789	41	2781
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1A	623	334	1993	35	2985
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2	543	279	1866	30	2718
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2A	504	305	1746	35	2590
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3	731	409	2171	48	3359
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3A	656	393	2223	42	3314
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4	707	339	2077	37	3160
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4A	704	303	1827	32	2866
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Total	5088	2693	15692	300	23773
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HOUSING AUTHORITY

The Tewksbury Housing Authority participates in the state's centralized waiting list for state aided public housing. We have a total of 7700 applicants on our family wait list and 2677 applicants on our elderly/handicapped wait list. The Authority's housing wait list is open for all applicants. Our vacancy turnovers in 2021 for our elderly/disabled housing units totaled 19 and there were two vacancies in our family housing units.

This year's capital improvement projects consisted of replacement of boiler heating and hot water systems at two of our scattered site family housing units. Some other improvements included roof replacement on the three group homes located at our Pondview Lane development. Our Delaney Drive Development received some steep hill landscape upgrades in the development.

Applications for our Elderly, Family and Section 8 programs can be obtained at our main office located in back of the Community Building of our Saunders Circle Elderly Housing Development. Applications may also be obtained on the Town's website under the Housing Authority link located in the Boards and Committees tab. The Authority's office hours are from 8:00 A.M. to 4:30 P.M. Monday through Thursday and from 8:00 A.M. to 12:00 Noon on Fridays.

The Tewksbury Housing Authority is a 40B Monitoring Agent for several developments in Tewksbury and surrounding communities. This year, the authority was contacted by one developer to draft the affirmative fair housing marketing plan for an affordable housing unit in Tewksbury. The Tewksbury Housing Authority remains a 40B consultant for both Citizens Housing and Planning Association (CHAPA) and the Department of Housing and Community Development (DHCD).

I wish to thank all the Authority's residents for their cooperation this year while renovations and improvements to our developments were being completed. I also wish to thank my fellow Commissioners and the staff for their continued efforts afforded to the Authority throughout the year.

Respectfully submitted by:
John Deputat
Chairman

PARKING CLERK

A hearing on any parking violation may be obtained upon the written request of the registered owner of the vehicle, as stated on the parking violation notice. Parking tickets may be paid on-line at www.tewksbury-ma.gov

Fiscal Year 2021 Fines collected and deposited with the Town Treasurer – \$8,924.60

Town By-Law 8.24.010 - Parking Ban (Overnight-Inclement Weather)

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street from 12:00 (Midnight) to 6:00 AM. This shall take effect on November First of each year and end on March Thirty-First.

(A fine of \$25.00 will be imposed for a violation of this Section).

It shall be unlawful for any vehicle, other than one acting in an emergency, to be parked on any street, day or night, when it is snowing or when icy conditions exist. (A fine of \$25.00 will be imposed for a violation of this Section).

Any vehicle, other than one acting in an emergency, parked, day or night, on any street in the Town, so as to interfere with the work of removing or plowing snow, removing ice, or sanding the street, may be removed or towed away, at the sole expense of the registered owner of said vehicle, under the authority and direction of the Superintendent of the Department of Public Works to a public garage or any convenient place. The Superintendent of the Department of Public Works shall within a reasonable time, notify the Chief of Police of the removal of any such vehicle and of the place to which it has been removed, and the Chief of Police shall give like notice to the registered owner of the vehicle.

Vehicles so towed away shall be stored in a safe place and restored to the registered owner thereof upon proper identification and full payment, to the Town or to the Keeper of the place of storage, for the expenses incurred in such removal and storage. Inquiries, about vehicles so towed away, shall be made at the Police Station. This allows easy and uninterrupted access for the fire, police, school buses, snowplows, sanders, and other emergency vehicles.

Parking Violation Structure of Fines

Fine	Code	Violation
\$25	1	Overtime Parking
	2	Parking in the wrong direction
	3	Parking more than 1 foot from curb
	4	All night parking ban
	5	Snowstorm day or night
	6	Parking on a crosswalk
	7	Parking within 20 feet of an intersection
	8	Sale of parked vehicle on street
	9	Double parking
	10	Parking to block driveway of private way
	11	Parking on sidewalk
	12	Parking so as not to leave 10 feet of unobstructed travel
	13	Parking to block snow removal
	14	Parking in front of Fire Station
	15	Parking across from Fire Station (when posted)
	16	Parking so as to block Ambulance exit
	17	Hazardous parking
	18	Parking outside marked lanes
	19	Parking in a restricted posted area
\$50	20	Parking within 10 feet of a Fire Hydrant
\$100	21	Parking in a Bus Stop
	22	Parking in a Fire Lane
	23	Parking in a Handicapped Space
	24	Other _____

Respectfully Submitted,
Denise Graffeo, Parking Clerk

OFFICE OF THE TOWN CLERK

Denise Graffeo, Town Clerk

Michele Sullivan, Assistant Town Clerk, Sarah McMullen, Deborah Winter

The Town Clerk holds office hours Monday-Friday 7:30 A.M. to 4:30 P.M.

Mission Statement

The mission of the Town Clerk's Office is to uphold the integrity of the Town's democratic process, to maintain and preserve public records and to act in the best interest of the Town and the State by providing efficient, innovative, and quality services in a fair and impartial manner to all.

TOWN STATISTICS

	<u>2021</u>	<u>2020 Federal</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>
Population	30,266	31,342	31,044	30,417	30,435	30,010	30,425
Dog Licenses	2,618	---	2,498	2,626	2,597	2,405	2,368

FINANCIAL

	<u>FY 2021</u>	<u>FY 2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Misc. Fees	55,024.60	54,008.15	56,517.90	55,438.16	52,329.35
Dog Fees	48,365.00	45,500.00	46,140.00	49,110.00	45,045.00
Marijuana Fines	100.00	500.00	600.00	600.00	200.00
Records Preservation (Revolving)	16,340.00	17,770.00	17,625.00	16,360.00	13,995.00
Parking	8,924.60	14,389.30	14,246.80	15,828.60	10,749.80
TOTAL	\$128,754.20	\$132,167.45	\$135,129.70	\$137,336.76	\$122,319.15

VITAL STATISTICS

	<u>2021</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>	<u>2016</u>	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>	<u>2011</u>	<u>2010</u>
Birth	216	243	238	234	228	242	235	240	219	247	237	253
Marriage	116	97	103	132	137	149	127	124	108	95	96	94
Death	354	404	376	355	347	332	336	303	328	277	347	269

DEPARTMENT OF VETERAN'S SERVICES

Senior Center
175 Chandler Street
Office Hours: Monday-Friday
8:00 AM - 4:30 PM



The mission of the Veterans' Services office is to provide Tewksbury Veterans' and their dependents assistance with accessing state and federal benefits that would provide medical assistance and financial aid. The list below outlines some of the benefits that are currently available.

➤ **Massachusetts General Law Chapter 115 (MGL c 115 and 108 CMR 5.00)**

Qualifying veterans and their dependents receive necessary financial assistance for food, shelter, clothing, housing supplies, and medical care in accordance with a formula that considers the number of dependents and income from all sources. Eligible dependents of deceased veterans are provided with the same benefits as they would were the veteran still living. Authorized funds expended by the town are reimbursed at 75%. Benefits are paid monthly.

Income is less than:

Individual ... \$2,147 a month
Married \$2,904 a month

Asset limits:

\$8,400
\$16,600

<https://www.mass.gov/service-details/chapter-115-benefits-safety-net-program>

➤ **Massachusetts Annuity Applications**

The Commonwealth of Massachusetts and its Department of Veterans' Services provide an annuity in the amount of \$2,000 which is payable biannually for 100% service-connected disabled veterans and to the parents of distinguished veterans (Gold Star Parents) and the unmarried spouses (Gold Star Wives or Husbands) of distinguished veterans who gave their lives in the service of their country during wartime along with eligible family members (parents or un-remarried spouses) who lost a loved one due to COVID-19 while they were residing at either of the Commonwealth's Soldiers' Homes.

The annuity is split and deposited on February 1 and August 1.

<https://www.mass.gov/service-details/annuity>

➤ **Massachusetts Veterans Bonuses Applications**

Bonus payments are for Veterans, Service Members, and their families for qualified service in the United States military. This includes the World War II Bonus, Korean Bonus, Vietnam Bonus, Persian Gulf and the Welcome Home Bonus for service after 9/11.

There are 2 new bonuses:

1. COVID-19 - \$500 bonus from the Commonwealth of Massachusetts if you were in the Massachusetts National Guard and activated for active service in direct response to the state of emergency declared by the governor on March 10, 2020
2. Armed Forces Expeditionary Medal - U.S. military operations; U.S. military operations in direct support of the United Nations; and U.S. operations of assistance to friendly foreign nations. See link for additional information for eligibility.

<https://www.mass.gov/orgs/veterans-bonus-division>

➤ **VA Health Care Benefits**

VA health care covers you for regular checkups with your primary care provider and appointments with specialists (like cardiologists, gynecologists, and mental health providers). You can access Veteran's health care services like home health and geriatric (elder) care, and you can get medical equipment, prosthetics, and prescriptions.

To qualify for VA Health Care benefits, you had to have served in the active military and separated under any condition other than dishonorable.

<https://www.va.gov/health-care/about-va-health-benefits/>

➤ **VA Pension Claims**

The Veterans Pension is a tax free monetary benefit provided to low-income wartime Veterans.

The Survivor's Pension is also a tax-free monetary benefit provided to low income, un-remarried surviving spouses and/or unmarried children of deceased wartime Veterans.

<http://www.benefits.va.gov/pension/>

Aid and Attendance Benefits and Housebound Allowance Claims

This benefit provides monthly payments added to the amount of a monthly VA pension for qualified Veterans and survivors if requires the aid of another person in order to perform his or her activities of daily living, and/or are housebound due their medical condition.

<https://www.va.gov/pension/aid-attendance-housebound/>

➤ **VA Compensation Claims**

Disability Compensation is a tax-free monetary benefit paid to Veterans with disabilities that are the result of a disease or injury incurred or aggravated during active military service. Compensation may also be paid for post-service disabilities that are considered related or secondary to disabilities occurring in service and for disabilities presumed to be related to circumstances of military service, even though they may arise after service.

<http://www.benefits.va.gov/compensation/index.asp>

Special Monthly Compensation is an additional tax-free benefit that can be paid to Veterans, their spouses, surviving spouses and parents. For Veterans, Special Monthly Compensation is a higher rate of compensation paid due to special circumstances such as the need of aid and attendance by another person or a specific disability, such as loss of use of one hand or leg.

For spouses and surviving spouses, this benefit is commonly referred to as aid and attendance and is paid based on the need of aid and attendance by another person.

<https://www.va.gov/disability/compensation-rates/special-monthly-compensation-rates/>

Dependency and Indemnity Compensation (DIC) is a tax-free monetary benefit generally payable to a surviving spouse, child, or parent of Servicemembers who died while on active duty, active duty for training, or inactive duty training or survivors of Veterans who died from their service-connected disabilities. DIC for parents is an income-based benefit.

<https://www.va.gov/disability/dependency-indemnity-compensation/>

****DIC eligibility for survivors of Blue Water Navy Vietnam Veterans****

If the VA denied a Blue Water Navy Veteran's service-connected disability claim in the past, you may be eligible for DIC benefits based on the Blue Water Navy Vietnam Veterans Act of 2019.

Veterans who served on a Blue Water Navy vessel offshore of the Republic of Vietnam, or on another U.S. Navy or Coast Guard ship operating in the coastal waterways of Vietnam between January 9, 1962, and May 7, 1975, are now entitled to a presumption of service connection for illnesses related to Agent Orange exposure. This is a result of Public Law 116-23, also known as the Blue Water Navy Vietnam Veterans Act of 2019.

<https://www.va.gov/disability/eligibility/hazardous-materials-exposure/agent-orange/navy-coast-guard-ships-vietnam/>

➤ **Burial Allowances and Grave Markers**

Burial benefits available include a gravesite in any of the [141 national cemeteries](#) with available space, opening and closing of the grave, perpetual care, a [Government headstone or marker](#), a [burial flag](#), and a [Presidential Memorial Certificate](#), at no cost to the family. Some Veterans may also be eligible for [Burial Allowances](#). Cremated remains are buried or inurned in national cemeteries in the same manner and with the same honors as casketed remains.

Service-related Death:

VA will pay up to \$2,000 toward burial expenses for deaths on or after September 11, 2001, or up to \$1,500 for deaths prior to September 11, 2001. If the Veteran is buried in a VA national cemetery, some or all the cost of transporting the deceased may be reimbursed.

Non-service-related Death:

VA will pay up to \$796 toward burial and funeral expenses for deaths on or after October 1, 2019 (if hospitalized by VA at time of death), or \$300 toward burial and funeral expenses (if not hospitalized by VA at time of death), and a \$796 plot-interment allowance (if not buried in a national cemetery). For deaths on or after December 1, 2001, but before October 1, 2011, VA will pay up to \$300 toward burial and funeral expenses and a \$300 plot-interment allowance. For deaths on or after April 1, 1988, but before October 1, 2011, VA will pay \$300 toward burial and funeral expenses (for Veterans hospitalized by VA at the time of death).

<http://www.cem.va.gov/hmm/>

<https://www.va.gov/burials-memorials/memorial-items/headstones-markers-medallions/>

<https://www.benefits.va.gov/compensation/claims-special-burial.asp>

In addition to the benefits listed above, assistance is also provided for homeless Veterans, housing, tax exemptions, educational/vocational training and in applying for other available local, state and federal benefits. This office has working relationships with local elected officials that represent Tewksbury, so if any issues occur when trying to obtain benefits, they can be addressed at a higher level.

The Veterans Services department also coordinates and participates in the Memorial Day Ceremony at the Tewksbury Cemetery and the Veterans Day Ceremonies at the Town Common, local nursing homes and assisted living facilities. Additional highlights from 2021:

- Food4Vets: Provided non –perishable boxes of food. Each meal kit contained two weeks' worth of food for the individual or family.
- Pearl Harbor Ceremony with VFW Post 8164
- Provided 55 Thanksgiving dinners and 23 Christmas dinners along with presents for the children in conjunction with Clear Path for Veterans New England.
- Gave out 55 mini-Christmas trees from the Tewksbury Teachers Association.
- In lieu of the annual Veterans Breakfast, we gave out 200 gift bags to the Veterans, including those residing at Blair House, Bayberry Assisted Living and Heatherwood, to show appreciation for their service.
- Provided Tewksbury Vietnam Veterans with the Vietnam War 50th Commemoration book *A Time to Honor* from the Massachusetts Department of Veterans Services. Please contact my office if you are interested in receiving one.

- Recertified - Veterans Service Officer Certification Exam
- Effective Leadership Development Course

Lastly, donations from residents that included, toiletries, clothing, and gift cards were given to Tewksbury Veterans and families along with some items being donated to Edith Nourse Rogers Memorial Veterans Hospital in Bedford.

I'd like to thank the following for supporting our Veterans and families, especially during this difficult time:

- Volunteers
- VFW Post 8164
- American Legion Post 259
- Randy Carter and Jason Gilbert from Clear Path of Veterans of New England Veterans
- Ray Metcalf from the Tewksbury/Wilmington Elks 2070
- John Bushway and the Tewksbury Eagle Scouts
- Betsy Delorusso, Blair House
- Elected officials, the Town Manager, the Board of Selectmen, and other town departments
- Paul Vorrias from Peabody Air Duct Cleaning
- Mark Kratman, Patriotic Activities Committee
- Tewksbury Teacher's Association

Respectfully Submitted, Lisa Downey, Certified Veterans' Service Officer

DEPARTMENT OF PUBLIC WORKS

The mission of the Tewksbury's Department of Public Works (DPW) is to support and enhance the quality of life for residents, businesses and visitors by providing services and solutions to maintain and upgrade the Town's infrastructure in the most efficient manner; to provide design, construction and maintenance solutions for roads, traffic and drainage systems, trees, sanitary sewers, water production and distribution in order to maximize benefits, convenience and safety to the public.

ADMINISTRATION

The Administrative Division of the DPW oversees the daily operations of the department and is responsible for all long range infrastructure planning and budgeting. The Administrative staff are comprised of the Director of Public Works and (2) two full-time clerical staff. The administrative staff coordinates the department's daily activities, develop and manage the annual operating, capital improvement and capital equipment budgets for each division; prepare personnel and payroll records and process vendor invoices for payment. Administration staff also assists with the review of plans for proposed subdivisions to ensure compliance with town by-laws, regulations and with DPW standards. The division prepares specifications and bid documents for the procurement of goods and services, equipment and construction contracts for all of the DPW divisions. Hiring and training of staff, assisting in labor negotiations and managing labor agreement issues, developing, implementing and enforcing departmental policies, coordinating administrative support for all divisions of the department while handling all public inquiries are responsibilities of the Administration Division.

The DPW workorder system's public portal, which is available on the Town's website, allows the public to communicate their needs and work requests, while better tracking requests through completion. We continue our efforts to improve communication and connection with the community by posting to social media, including Facebook, Twitter and Instagram. You can follow us by searching Tewksbury-DPW.

ENGINEERING

The Engineering Division is staffed by the Town Engineer, three Engineering Project Managers, one GIS/IT Project Manager, and one Permit Coordinator/Administrative Secretary. As a team, we provide analyses and design, develop plans, specifications, and construction cost estimates, management, coordination, and construction support for the Department of Public Works (DPW). This includes design for roadways and utilities such as water, sewer, drainage, and stormwater. The Engineering Division works closely with other Town Boards and Departments to assist with planning, conservation, and traffic management review. The Engineering Division provides design review and construction inspection services for the Planning Board. Other services provided include inspections for driveway installations, water and sewer services, Geographic Information System (GIS) map updates, and technical support to Town Counsel for miscellaneous legalities.

The Engineering Division undertook and completed several transportation improvement projects utilizing various consultants and contractors. These projects included:

- Resurfacing of approximately 1.7 miles of roadways.
- Completion of the Main Street, Salem Road, and South Street intersection improvement project to improve vehicle, cyclist, and pedestrian safety in that area.
- Commenced construction of the intersection improvements at Andover Street and River Road, which will facilitate better traffic flow on Andover Street and River Road as well as improving safety in that area for pedestrians, cyclists, and motorists.
- Commenced construction of a sidewalk along Shawsheen Street from Wayside Road to #1650 Shawsheen Street. Construction will be completed in summer 2022.
- Design of a sidewalk along Main Street from Colonial Drive to Victor Drive. The Town received a \$220,000 Housing Choice Grant for the construction of this project, which will take place in 2022.
- Investigation of traffic volumes and vehicle speeds on various roadways using a new radar device to better understand traffic patterns and address resident concerns/questions.
- Design of intersection improvements at the Town Center aimed at increasing vehicle circulation and improving safety for motorists, cyclists, and pedestrians. The Town is working with MassDOT and NMCOG to secure funding through the Transportation Improvement Program (TIP).

The Engineering Division undertook and completed several stormwater and drainage project utilizing various consultants and contractors. These projects included:

- Cleaning and mapping of the stormwater collection system in various locations throughout town as part of an investigation on ways to upgrade the system and alleviate areas of flooding throughout that neighborhood. A total of 4,705 linear feet of pipe and 20 structures were cleaned and video inspected.
- Preparation of the Annual Report for the National Pollution Discharge Elimination System (NPDES) Small Municipal Separate Storm Sewer System (MS4) permit. The Engineering Division continues to implement the stormwater program to ensure compliance with the EPA permit.
- Rehabilitation of detention basins on Scotland Drive and Sawyers Lane, which included removal of overgrowth and sediment to restore the storage volume and allow the basins to perform more efficiently.
- Inspection and assessment of 513 stormwater outfalls during the dry weather and wet weather for the identification of illicit discharges as part of the Stormwater Program.
- Creation and implementation of a Town-wide Chloride Reduction Plan to help reduce the amount of chloride (road salt) that is being spread in the winter, which can ultimately make its way to local water bodies.
- The Town received a Small Bridge Grant from MassDOT in the amount of \$100,000 to be used for the design of the bridge replacement on Bayberry Lane. Also, the Town received an additional \$500,000 to be used to fund the construction of the project. The project is currently progressing through the permitting phase and construction is expected to start in the summer of 2022.
- Design of a culvert replacement near #161 Pringle Street. The project is currently progressing through the permitting phase.

The Engineering Division completed several water distribution system improvement projects including:

- Replacement of approximately 6,755 feet of water main on Miles Road, Jay Street, Crescent Street, Bay State Road, Water Street, Vernon Street, Temple Street, and Jerome Road. This work is being done to abandon the older, less reliable 2-inch wrought iron and 6-inch and 8-inch AC water mains.
- The Town received approximately \$9.2M in funding through the American Rescue Plan Act (ARPA). These funds will be used to replace approximately 9 miles of water mains to increase the reliability of the water distribution system. The design phase of this work is currently ongoing.

The Engineering Division undertook and completed several major sanitary sewer improvement projects including:

- Construction of improvements to the Andover Street pump station that increased the capacity of the pump station by 33%. These improvements were needed due to increased development in the Andover Street area.
- Design of and inline sewage grinder for the Munro Circle and Regina S Drive pump stations. These grinders will prevent frequent clogs of the pumps, which result in after-hours service calls by Town staff. The Munro Circle sewer pump station services the new elementary school, which will come online in October 2022.
- Installation of an inline sewage grinder at the Heather Row pump station. This grinder will help prevent frequent clogs of the pumps, which result in after-hours service calls by Town staff.

The Engineering Division continued to administer Sewer Connections Permits, Physical Alteration Permits, Street and Sidewalk Opening Permits (SASO), and Water Permits. A total of 193 Sewer Permits, 133 Physical Alteration Permits, 83 SASO Permits, 207 Trench Permits, and 160 Water Permits were issued in 2021 including 31 permits for secondary water meters. The Engineering Division continues to maintain the Drain Layer's list for the approved contractors to work on utilities throughout the Town.

The Division was also able to have a part time engineering intern, Matthew Pelletier, from the University of Massachusetts Amherst for four months over the summer. The intern assisted with daily activities within the Division. All his effort and hard work was greatly appreciated.

The staff in the Engineering Division also pursued various training and education opportunities at workshops, conferences, and seminars. These trainings were hosted by a variety of governmental and trade organizations including the Inspector General's Office, Environmental Protection Agency, ESRI, UMass Transportation Center, Massachusetts Municipal Association, MIIA, and the Massachusetts Highway Association. Two Project Managers received their Certificate in Local Government Leadership and Management through the Suffolk University/MMA. This program required the completion of five graduate level courses related to municipal finance, leadership, and human resources. One of the Project Managers achieved the designation of Massachusetts Certified Public Purchasing Official (MCPPO) by the Office of the Inspector General.

There were some changes in the engineering staff this year. Chester Cheng departed the Division in July to pursue an opportunity with the Portsmouth Naval Shipyard. He had served as a GIS/IT Project Manager since 2014. Christine Robinson, the Division's Permit Coordinator/Administrative Secretary, departed the Division to become the Administrative Assistant to the Director of Public Works. Christine had held that position since 2015. The Division wishes them success in their future endeavors.

Stefania Gallo joined the Division in September in the role of GIS/IT Project Manager. Stefania had previously been the Planner/Conservation Agent in the Department of Community Development. Stefania's focus will be construction and maintenance of the Town's GIS database. Stefania's familiarity with the Town from her previous role will be an asset to our team. Bernadine Angelo joined the Division as the Permit Coordinator/Administrative Secretary. Bernadine had previously served as the Administrative Assistant at the Town of Merrimac Board of Health. We look forward to her contributions as we continue to improve the permit program at the DPW.

This was a productive year for the Engineering Division, even with of the COVID-19 pandemic, and we look forward to the challenges in the upcoming year. Please visit our web site at <http://www.tewksbury-ma.gov/engineering-division> for updated information throughout the year.

HIGHWAY/FORESTRY

The Highway/Forestry Division operates with a crew of (12) employees. Although staffing is less than the manpower needed to fully address all services, the Highway/Forestry personnel worked hard to undertake the growing back log of requests and tasks. The activities of the Highway/Forestry Division through 2021 included, assisting the Engineering Division's road reclamation and paving projects; repairing potholes and deterioration of various sidewalks; installing driveway aprons to divert storm water flow; and the replacing and repairing street edge berms and catch basins. Other street related items included street sweeping of all streets through the efforts of town employees and contracted services.

Town staff repaired/rebuilt (20) catch basins, installed (22) new stormwater structures, installed (3) new headwalls, replaced (25) feet of 8 inch drainage pipe and added (1,525) feet of new 8 inch drainage pipe. Through the catch basin cleaning program, approximately (2,382) catch basins have been cleaned this year during an annual cleaning. Additional sweeping and cleanings occur in compliance with the requirements of the EPA's MS4 Storm Water Permit.

During inclement and emergency related weather events the division assumes more challenging and hazardous duties including broken and downed trees and limbs resulting in power outages and downed electrical lines. The division was also challenged with 66.5 inches snow and ice this winter season. Countless hours and dedicated efforts were assigned to battle the snow accumulations and maintain safe travel conditions resulting from day melting and night freezing on road surfaces.

The Highway/Forestry staff is also responsible for the maintenance and repair of traffic controls and street signs. Approximately (281) signs were repaired and/or replaced. Line painting included painting (252) stop bars, (71) cross walks and (114) Stencils; whereas (330,020) linear feet of white and (437,666) feet of yellow traffic lines were reestablished through contracted services. The Division began the use of epoxy paint in 2014, due to the paint's longevity, and continued its use to paint markings requiring specific symbols/figures to reduce reapplication. On newly paved streets (4,320) linear feet of thermo-plastic center and fog lines were installed.

The skill and dedication of the DPW staff while operating heavy duty trucks and other specialty equipment for long hours are unique to the overall winter work operations. Treating the roads with de-icing chemicals and plowing streets, schools, sidewalks and municipal parking lots are completed to insure that all motorists and pedestrian traffic are safe commuting in the town of Tewksbury.

Forestry related activities include continued efforts to maintain and manage the growing list of concerns with public shade trees. This year (83) trees were removed through efforts of both the town staff and contracted services (including stump grinding). The staff also trimmed an additional (35) trees and removed (28) stumps using the towns stump grinder. The roadside brush cutting, resulted in clearing vegetation along approximately (175) lane miles of town right of way in various locations to improve the vehicle safety and sight lines. The division continues to work with National Grid to remove and/or trim potential hazards to roads and electric lines.

FLEET MAINTENANCE

The Fleet Maintenance Division, consisting of (4) staff members and is responsible for service and repairs to maintain DPW/Water/Sewer equipment and rolling stock. DPW mechanics also maintain other department vehicles including

Police, Park and smaller Fire Department vehicles. The repairs to the larger fire engines are contracted through an outside vendor by the Fire Department. In addition, there are various small engine equipment (lawn mowers, snow blowers, leaf blowers, generators etc.) that the Fleet Maintenance Division maintains. The Division insures all registrations and inspections are current; maintains insurance and MASSDOT records; processes and manages the submittal, collection of insurance claims and ensures repairs are made and updates carrier records on an annual basis.

The division orders and maintains the Town's gas and diesel fuel depot including all records of usage for various town divisions; maintains the facility to comply with all aspects of Department of Environmental Protection (DEP) requirements. All funding for fuels and maintenance activities used by Police, Fire, Park, Senior Center Shuttle and DPW are consolidated into the DPW budget.

In 2021 the Town replaced a paper system with an electronic work order system to aid in tracking maintenance and service issues. Data was gathered and compiled for various Departments and will be reviewed in 2022 to improve efficiencies, services, and budget distribution in the future. The work order count per Department/Division was Engineering Department (11), Fire Department (15), Parks Department (5), Police Department (287) and Public Works Department (503).

The division staff reviews Public Works equipment inventory annually and makes recommendations for replacement within the capital budget. In calendar year 2021 the DPW ordered and received the replacement of (1) Caterpillar Backhoe and (1) Caterpillar Loader. In calendar year 2021 the DPW ordered the replacement of (1) Ford F-550 Pickup Truck and (1) Ford F-750 Dump Truck but due to the pandemic the trucks will not be produced until January 2022 for a delivery timeline of Fall 2022.

WATER DISTRIBUTION / SEWER COLLECTION

Staffing levels for the Water Distribution and Sewer Collection divisions collectively include nine (9) full-time staff. Two summer seasonal laborers were employed this year, and assisted with painting hydrants and mowing pump station sites. As of December 31st, 2021, the division had 8 employees, as follows:

- 1 Water & Sewer Division Supervisor
- 1 Crew Leader (1 Crew Leader vacant)
- 2 Special Heavy Motor Equipment Operators (SHMEOs)
- 4 Heavy Motor Equipment Operators (HMEOs)

In 2021 the Division had two internal promotions after retirements, and one employee transfer from another DPW division.

These nine employees were responsible for ensuring the integrity of the Town's Water Distribution System consisting of approximately 170 miles of water main, over 10,500 service connections, approximately 1,500 fire hydrants, and thousands of water main/water service valves. Water meters measuring each account's consumption are also maintained by the division. In addition, these same nine employees are responsible for maintaining uninterrupted flow and operation of the Town's Sewer Collection System, which consists of approximately 180 miles of gravity and forced sewer mains, 46 sewer pumping stations, and thousands of sewer manholes.

The calendar year 2021 staff addressed 50 water breaks, of which 32 were breaks in the Town's water mains and 18 were in the Town's portion of the service connections. Each of these water main/service repairs required the trench surface to be restored. Staff responded and processed roughly 2,500 DigSafe mark-out requests. The Summer of 2021 again brought on elevated water consumption in town due to both drought and the enormous number of residents working and schooling from home due to the pandemic. This extreme use resulted in many issues of discolored water in parts of town due to the shear increase in flow through iron pipe. Fortunately, consumption began to reduce when getting out of the summer months and drought. Staff also replaced or installed 66 water meters of different sizes to better measure system water consumption; in recent years there has been an increase in commercial installation. In addition to meter installs, staff also replaced 55 registers and MTUs, as well as responded to routine meter issue calls. Division staff regularly assisted the Highway/Forestry Division with snow and ice operations throughout the winter season.

Water main flushing was performed throughout town in 2021. Flushing is a necessary maintenance program which removes minerals and sediment from the pipes. Flushing also removes "old" water to help prevent the formation of biofilms in the pipe surfaces. Flushing is scheduled for after dinner hours to minimize the effect to residents.

Water & Sewer Division staff assisted the Engineering Division's water main replacement projects which replaced approximately 6,500 linear feet of old cast iron and asbestos cement water mains on Miles Road, Water Street, Vernon Street, Bay State Road, Temple Street, Jay Street, Crescent Street, and Jerome Road with ductile iron pipe. Contractor crews adjusted and repaired approximately 40 manhole structures throughout town, providing a more comfortable driving experience, reduced safety risk for road plows, and increased lifespan of pavement.

The Town's Sewer System requires consistent and faithful attention. Employees provided operation and maintenance duties to the 46 sewer pump stations on a daily to weekly basis. Hundreds of pump calls/pump failure alarms were responded to, many after normal working hours, nights, weekends and holidays. Grease and debris collect within the station and along the gravity flow sewer mains causing interruption of service and possible sewer main backups. Ball floats, which control the operation of the stations, have to be cleaned bi-monthly due to grease build-up. Lift station wet wells have to be cleaned annually, some twice per year. The Town has adopted the use of enzymes in its sewer station wet wells, with much success. The enzymes promote the growth of bacteria, which help to dissolve grease build-up. Other debris, such as cloth wipes, hygiene products and dental floss etc. create the bulk of the problems the division experiences. We urge our customers not to flush these items down the toilet (even if the packaging says that they are flushable). Instead, they should be thrown in the trash.

The employees of the Water & Sewer Division continue to provide excellent service to the customers they serve, and may be called upon 24/7/365 to ensure the highest quality water distribution and wastewater collection standards possible.

Backflow Program

Staffing of the backflow program consists of one (1) full time Backflow Testing and Cross Connection Coordinator. A contractor is sometimes used to supplement a small amount of testing work, however was not utilized this year.

The Backflow and Cross Connection Program is required by EPA and MassDEP to protect the water system from back siphoning and contamination. Backflow devices are installed on Commercial, Municipal, Institutional and Agricultural locations, as they have a much higher probability of contaminating the water supply. The Town has also adopted what is called "Total Containment Policy", which requires the same facilities to install backflow devices at the water meter. In 2021 the program, through town staff, performed testing of all the devices in Tewksbury and surveyed all mandated properties. These tests are performed to guarantee proper operation of the backflow devices, and the surveys identify potential cross connection hazards. Below please find the testing activity for 2021:

Total number of facilities served: 608
Total number of facilities surveyed: 88
Total number of tests performed: 2059
Number of devices added: 64

The Backflow Program continues to be completely revamped in Town. The Town's new asset management system, Syncta is now fully implemented and utilized, enormously streamlining data collection and management. With this new program all data is now cloud-based hosted. In addition, virtually all property records and billing information related to backflow testing, as well as some water billing, has been reviewed and corrected.

WATER TREATMENT

Staffing levels for the Water Treatment division include eleven (11) full-time staff. As of December 31st, 2021, the division had 10 of 11 positions filled, as follows:

- 1 Chief Operator
- 5 Operators
- 1 Chemist
- 1 Maintenance Mechanic
- 1 Assistant Operator (1 Ass't. Operator vacant)

Finished Water Production: 887.5 Million Gallons
Average Water Usage per day: 2.40 Million Gallons per day
Maximum Day: 4.295 Million Gallons on August 4, 2021

For water quality information and other subjects concerning the water system please refer to our website at [Tewksbury-ma.gov /Department/ Water Treatment Plant](http://Tewksbury-ma.gov/Department/Water%20Treatment%20Plant). You will find a listing of Consumer Confidence Reports and department descriptions.

A special thank you and recognition, by DPW staff, to Dickey Stoddard and Robert Belida, who retired this past year. Both individuals made Tewksbury DPW their careers working all aspects of the Department's functions. They dedicated themselves to serve the community and help resolve residents' concerns. We wish both Dickey and Bob the best in her retirement. Thank you

Lastly, thank you to all the men and women of the DPW;

The employees of the Department of Public Works have done an exceptional job in serving this community especially in light of the workload that is assigned to them, the need for their response during emergency conditions at all times of the day or night, and the growing demand for service given the expansion of the Town's infrastructure. It is through their tireless efforts and dedication that the mission of our organization can be achieved.

Respectfully Submitted by:

Brian Gilbert, Director Public Works

Kevin Hardiman, P.E., Town Engineer

David Lizotte, Assistant Director-Forestry/Highway/Fleet

Scott Brinch, Assistant Director-Utility

COMMUNITY ACTIVITIES

Library Trustees

Council on Aging

Historical Commission

PUBLIC LIBRARY TRUSTEES

Board of Library Trustees, 2021

Lorraine H. (Lori) Carriere, Chair
Laura L. Harrington, Vice Chair
Bonnie M. Page, Clerk
Patrick J. Joyce
Joseph C. Frank
Christopher P. Castiglione

Mission and Vision of the Tewksbury Public Library:

The public library of Tewksbury seeks to provide the Town's residents with a wide variety of materials, resources and services. Our vision is to empower Tewksbury's residents by developing, promoting, and delivering lifelong learning opportunities and to provide cultural enrichment for the entire community. We endeavor to combine traditional roles of providing a quality book collection and customer service oriented atmosphere, with current technological advances in the retrieval of information.

It was another extraordinary year for everyone with the COVID-19 pandemic still affecting the world. The library continued to expand its open hours and services and added everything back, except for some in-person programming, by June. Mask wearing was still mandated until May, at which time, per the Governor's office, masks became required for unvaccinated residents and recommended for all others.

The Children's and Teen departments continued to find alternative ways to connect with their audiences; offering a few programs in person was helpful as was the continuation of virtual crafts for children and teens. Many prepared bags of craft supplies were taken by families to do at home following the guidance of staff created videos on the library's YouTube channel. Adult book discussion groups, Trustee and Friends meetings returned to in person on a case by case basis depending upon the rates of COVID in the community and the comfort level of the board or group. All in person meetings and programs were held in the Meeting Room in order to socially distance.

Librarian Robert Hayes continued to coordinate the Tewksbury Community Market this year, with the assistance of Alexandra Lowder, from the Community Development Department. This year the market was outside in the Tewksbury Hospital field across from the Library and, due to its popularity, moved to Livingston Street for the final month of the market. The TPL Community Garden was able to flourish in its sixth year and our gardeners continued to practice safe pandemic hygiene while working in the garden. Vegetables that could not be donated to the Tewksbury Food Pantry were sold at the Community Market.

The Friends of the Library continued to hold fundraising activities that support the library, this year focusing on smaller events and on the publication and sale of the Friends of the Tewksbury Public Library Community Cookbook. Sales of the cookbook were brisk and required a second printing. The Trustees and staff members thank the Friends for their work to offer FUNdraisers that support all of our programming, museum passes and more!

Longstanding employee Noelle Boc resigned this year to take on a library director position in another community. Ms. Boc worked for the library for twenty-one years including nineteen years as the Children's Librarian and three years as the Assistant Director. We wish her the very best in her new role!

Board of Library Trustees continued to advocate for the needs of the library, update policies and set opening and closing hours for the library. They appreciate our residents' understanding the changes that have had to be made throughout the pandemic and the inconveniences that resulted. The Trustees thank and commend each library staff member for their continued ability to adapt and provide outstanding service during difficult times, while also experiencing their own struggles as the pandemic continued. Together the Trustees, Library Director, staff members and the Friends of the Library create a vital in-person and virtual place for learning and cultural appreciation for the community.

Director: Diane Giarrusso
Assistant Director Noelle Boc, resigned; Nicole Goolishian
Executive Secretary: Jeannine Briley
Librarians: Robert Hayes, Community Services/Technical Services
Emily Leggat, Teen Services
Katrina Lewin, Children's Services
Jeffrey Pike, Reference and Children's, part-time
Siobhan Robinson, Information and Technology Services
Library Associate: Jeanne Swartz, Circulation Supervisor
Specialists: Anne Kelley, Technology Services
Heather Maganzini, resigned; Haley Lawrence, Children's Services
Clerical Assistants: Michelle Blaikie Jennifer Burke
Danielle Driscoll Gail Holland
Christine Hollis Kate Jennings
Theresa Troiano, part-time
Library Shelters: Carole Ardizzoni, part-time
Maintenance: Joseph Fiumara

Library Hours for 2021:

From January 1 – February 28, 2021

Monday – Friday mornings 10:00am – 1:00pm
Tuesday and Wednesday evenings 5:00pm – 7:00pm,

March 1- April 4, 2021

Monday – Friday mornings 10:00am – 1:00pm
Tuesday and Wednesday evenings 5:00pm – 8:00pm

April 5 – May 31, 2021

Monday – Wednesday 10:00am – 8:00pm
Thursday and Friday 10:00am – 4:00pm

From June 1 – December 31, 2021

Monday – Wednesday 10:00am – 9:00pm

Thursday – Friday 10:00am – 5:00pm

Saturday, *until June 17* 9:00am – 1:00pm

Saturday, *starting September 18* 9:00am – 5:00pm

Sunday, *starting September 12,* 1:00pm – 5:00pm

Closed Saturdays & Sundays in July and August.

Library Trustees and staff members are committed to continual improvement of the collections and services to residents because we know that the library is an important place in Tewksbury to gather, find information and learn. Thank you for your support.

Respectfully Submitted,

Lorraine H. (Lori) Carriere, Chairperson
Diane Giarrusso, Library Director

Value of Library Services:

Based on the Town's investment to the Tewksbury Public Library, for every tax dollar allocated to the library in FY2021, residents received \$3.72 in library services.

SEE DETAILS ON NEXT PAGE

Quantity of Use	Library Services FY21 Tewksbury Public Library The Pandemic Edition, Issue 2	Retail Value (average)	Value of Services
93,791	Books Borrowed	\$21.19	\$1,987,431
27,151	eBooks & Materials in e-format	\$10.00	\$271,510
636	Magazines Borrowed	\$3.50	\$2,226
4,072	Newspapers Browsed (minimum)	\$9.50	\$38,684
16,982	DVDs Borrowed	\$10.00	\$169,820
4,167	Audio Books Borrowed	\$50.00	\$208,350
19,914	Downloadable Audio & Video	\$19.95	\$397,284
195	Museum Passes Borrowed	\$30.00	\$5,850
51,389	Interlibrary Loan (borrowed & loaned)	\$25.00	\$1,284,725
35	Room Use per Event	\$100.00	\$3,500
1	Auditorium Use per Event	\$250.00	\$250
12,264	Adult Programs Attended	\$15.00	\$183,960
541	Teen Programs Attended	\$12.00	\$6,492
3,890	Children's Programs Attended	\$7.00	\$27,230
1,300	Hours of Computer Use (Internet and desktop applications/scanning)	\$24.00	\$31,200
202,729	Online Magazine & Journal per search	\$2.42	\$490,604
13,050	Reference Questions Asked	\$10.00	\$130,500
	Total Value		\$5,239,617
Total Municipal Appropriation in FY21			\$1,409,996
Value of Library Service per dollar appropriated			\$ 3.72
<u>Special Pandemic Services March 2020 – December 2021</u>			
e-Library cards implemented 3/2020 and continuing to date (most used for database and e-Content access) = 276			
Curbside Service to accommodate holds/reference information pick up when we were closed. June 2020 through June 2021 = 7042			
Library to Go (Librarians selected books for patrons and prepared them for pick up. Not counted in Curbside Services) = 384			
Most programs for children, teen and adults moved to online platforms (Facebook, YouTube and ZOOM) in April 2020 and continue to date. It was exciting to learn how to serve people even while shut down. The program attended statistics above represent 99% online programming for these audiences.			
Tewksbury Community Market Summer 2020 Statistics: = 164 Curbside Pick Up customers June/July & 3101 In Person customers August & September for a total of 3265 customers at 11 markets held; 2 markets cancelled. Summer 2021 Statistics = 11 Markets held; 5 Markets rained out; 7729 customers. A very successful interdepartmental partnership between the Library, the Town Manager's Office and the Public Events and Celebrations Committee. Kudos to Alex Crowder and Robert Hayes for planning and executing the summer event.			
Copyright Massachusetts Library Association (MLA) 2008			
Information acquired from FY21 Annual Report Information Survey provided to the MA Board of Library Commissioners and internal library records. DG 11/2021			

COUNCIL ON AGING

Tewksbury Council on Aging Mission Statement: To enhance the lives of our older adults by identifying their needs and developing programs, activities, community involvement and resources to provide them with an independent and enriched quality of life.

Overview

The Tewksbury Council on Aging continued its service offerings in 2021 which enabled us to enhance the lives of older adults and promote community togetherness. Despite limitations due to the Global Pandemic, we continued to provide exercise programs in person, outdoors, weather permitting. We provided nutrition information and several virtual programs via cable tv, Zoom and teleconference. We reopened the senior center with a soft opening in June. In July we resumed full programming. Outreach efforts provided many opportunities for support via Grab and Go lunches, friendly phone calls, farmers markets, farmers market coupons, brown bag distribution, COVID vaccine and COVID booster clinics as well as flu clinics and local government programs.

The Council on Aging serves the 60+ population in the community and encourages those who are close to age 60 to participate in programs. The percentage of our attendees over the age of 60 were 99.4%. The first six months of 2021 continued to have an impact on our foot traffic due to our closing, however, foot traffic increased in July once the doors were fully opened. We continued to reach homebound elders through social media, the Town Website and our Outreach services. We were determined to remain connected to the community of older adults thus providing curbside events, phone check-ins, facebook posts, the patch, the Tewksbury Carnation, and our monthly newsletter.

Some highlights from the last year include:

Outreach & Support Services

- Hosted:
 - LGBTQ+ Rainbow Social
 - Pop Up Library
 - Weekly movies in our media Room partnering with the TPL
 - Spring COVID vaccine clinics, Flu Clinic as well as booster clinics in December
 - Bingo with the TPD and grandchildren
 - AARP tax prep services which continued into the summer to accommodate for the IRS extension on tax return submissions
 - Massachusetts Senior Shuffleboard Games
- Our SHINE program continued to thrive with a dedicated SHINE counselor who was available via phone contact to discuss Medicare and Medicaid needs. They slowly began to see people on a one-on-one basis. During Open enrollment we hosted a session for ESMV SHINE Counselors to process plan finders for those who needed that information.
- We provided Outreach to 450 residents over age 60.
- We held bi-monthly Caregiver Support Groups and a monthly Bereavement Support Group.
- Assisted with Fuel Assistance, SNAP, Housing and other community resource applications.
- We provided transportation for the annual ELK's Thanksgiving dinner in November.
- We worked collaboratively with local police, fire, board of health, the frontline initiative and ESMV to assist with the needs of the older adults in the community.

Transportation

- We provided 1638 rides to those over age 60. This number showed a decrease in rides due to the pandemic and Health Care providers moving to a tele-health platform.
- Our transportation program helped to serve the needs of those with food insecurity by providing shopping services to the grocery store as well as delivery of Brown Bags and grab and go lunches.
- Daily transportation services included medical appointments, personal care appointments, rides to the senior center for participation and activities as well as general errands such as picking up prescription medications.

Health & Wellness

- The Foot Care clinics resumed twice a month upon reopening in July.

- Beginning in July, a volunteer Nurse Practitioner began coming on each Tuesday of the month to provide free blood pressure checks.
- A Gratitude Journaling Club was facilitated by the Activities Coordinator using our teleconference phone line.
- Wellness gift packages were distributed to 100 people in March. These nicely packaged gifts included Tewksbury honey, hand sanitizer, chicken soup, crackers and cookies. A personalized note was also included for each recipient.

Nutrition

- The Tewksbury Senior Center is in its' seventh year as a distribution site for Greater Lowell's Brown Bag Program. This program is a collaboration between the Greater Boston Food Bank and AgeSpan formerly known as Elder Services of the Merrimack Valley/North Shore. We collaborated with 14 communities and were able to distribute 640 bags to these surrounding communities. The Tewksbury Fire Department assisted each month in sorting the boxes by community.
- The Council on Aging received a grant for Outreach and Nutrition which was used in part to purchase a "Nutrition for Healthy Agers" video which was aired on the Tewksbury Access Cable Channel.
- The Council on Aging is an active participant in the federally and state funded Senior Nutrition Program. The Senior Center is a congregate meal site, where lunch is served onsite Monday-Friday. We are a packing and distribution site for the Meals on Wheels program for Tewksbury. In 2021, there were approximately 120 homebound older adults receiving daily meals each week. We also resumed congregate meals upon opening in July.
- A corned beef and cabbage dinner was distributed as a curbside event and was provided by ESMV. Several town employees came out to help pack and distribute the meal to 195 people. There was collaboration with a local business who provided a green carnation with each meal. A local assisted living donated green parfaits for dessert.
- A Seeds of Hope gardening project provided garden space in raised garden beds. Local Eagle Scouts built and donated the garden beds. Individuals maintained the vegetable gardens and surplus vegetables were donated back to the senior center for distribution.

Personnel

- Staff participated in the following trainings:

CPR/First Aid	Dementia Friendly Training
CADER training through BU	Accessible Lift Use & Passenger Securement
Defensive Drivers	Disability Awareness
UCLA Memory Training Program	Unconscious Bias Training
Several MIIA trainings	
- The Tewksbury Senior Center in collaboration with Boston College secured an intern to provide additional outreach services.
- With over 100 volunteers the Council on Aging enjoys assistance in many areas such as answering phones, assisting with events, decorating, help desk, lead bone builders' classes and manage the two stores we have to name just a few. We are very grateful for their continued efforts to assist with all the programming we provide. They are an essential part of our success at the Senior Center.

Facility

- The Senior Center is home to several groups: the Golden Age Club, The Swinging Senior Chorus, and the Silvertones. As of July, the Piecemakers and Garden Club resumed holding their monthly meetings.
- The Tewksbury Garden Club secured a grant to plant greenery in the atrium. They maintain the plants with watering and fertilizer.

Fitness

- A total of 17 fitness classes were taught each week by certified instructors at the Senior Center in 2021. Classes appeal to many interests and accommodate all levels of physical ability. Two of those classes are offered in the evening for anyone that may still be working during daytime hours.
- Before opening we held 6 outdoor classes and several Zoom classes. All classes resumed indoors when we re-opened fully in July.
- Three separate Bone Builders classes, 6 classes per week, are supported by Community Teamwork, Inc., free for participants and led by volunteer instructors. There are 60 older adults actively participating with several more on a waitlist.

- During regularly scheduled hours 301 people participated in exercise classes.
- Free Reiki sessions were held on Tuesdays from 4pm-5pm.
- Shuffleboard also resumed in July when we reopened. In October we hosted the Massachusetts Senior Games. This activity is enjoyed by active agers of varying abilities.
- This year from April to September several older adults participated in the Walk Massachusetts Challenge which potentially would earn \$1000 towards programming for our center. All participants were entered into a drawing. Two participants from our group won gift cards.

Recreation

- The Council on Aging offers a variety of recreational activities. Art classes offered include Wood Carving, Independent Painting, Independent Knitting, Arts & Crafts Group, Quilting, Bunke Embroidery, and DIY Seasonal Decorations. Recreational activities included Zingo, Billiards, Wii Bowling, two variations of Mah Jong, several card groups, Cribbage, Whist, and indoor shuffleboard. While our building was closed, we hosted Zingo via teleconference for approximately 6 months on Tuesdays with an average of 70 participants each week from January through June. Zingo is our largest in-person activity with close to 100 participants each week. All in-person activities resumed in July.

Community

- The TMHS Boys and Girls Lacrosse teams ran a free car wash at the TSC to give back to the older adults in the community. Each participant also received a free ice cream coupon from a local business.
- The TMHS Girls Basketball Team made valentine goodie bags and handed them out at a curbside event. The team also created and held signs with positive words of encouragement during this difficult time for our older adults. They also sponsored an entire event helping decorate gingerbread houses in December. They enjoyed singing Christmas carols together while decorating the gingerbread houses.
- Collaborating with the Golden Age Club we raised funds for the Alzheimer's Association through the sale of flower spinners in June and participated in the annual Walk for Alzheimer's in October. Personalized flowers were displayed at the entrance of the Senior Center.
- Also, in June we worked with volunteers who decorated the building entrance for our "Go Purple" Alzheimer's month.
- The TSC participated in National Night Out and Safe Halloween in 2021 held at TMHS.

Senior Center Hours: 8:00AM to 4:30PM, Monday-Friday

Phone: 978-640-4480

Fax: 978-640-4483

Council on Aging Staff

Director- Janice Conole

Sr. Clerk Secretary – C Coviello/M Fahey

Maintenance Person- Brian McNaught

Community Outreach Coordinator- Christina Hess

Activities Coordinator- Diane Dunlevy

Van Driver- Gail Deakoff (Part-time)

Van Driver- Ralph Natola (Part-time)

Van Driver- Nancy McCarthy (Part-time)

Council on Aging Board Members

Lynn Murphy- Chair

Virginia Desmond – Vice Chair

Arthur Costa- Treasurer

Tracy Skahan – Secretary

Kathleen M. Walsh

Donna Bell

Joanne Aldrich

Arlene Wright

Mark Kratman

Joan Unger

Sandy Creamer

HISTORICAL COMMISSION

The Tewksbury Historical Commission is a seven member board established by Massachusetts General Laws as accepted by Town Meeting. Its duties are directed toward the purpose of “preservation, protection, and development of the historical or archeological assets” of the town of Tewksbury, as well as safeguarding and promoting appreciation of Tewksbury’s heritage.

The Commission typically meets on the third Monday of alternate months in the Trustees Room of the Public Library. The Board of Selectmen is the appointing authority for the Commission. One member also serves as Town Historian and is appointed by the Town Manager.

TEWKSBURY HISTORICAL SOCIETY SUPPLEMENT

The Commission coordinates activities with the Tewksbury Historical Society, a non-profit organization which has grown to more than one hundred and twenty five members. The following supplement was submitted by the Society:

The Tewksbury Historical Society is a non-profit organization whose mission is to promote the appreciation and preservation of the history of Tewksbury. The Society is the official repository for Tewksbury artifacts and photographs, many of which can be seen in Local History Room of the Tewksbury Public Library. Visitors and members are encouraged to donate items of Tewksbury history for preservation. The Society holds several events throughout the year including the reenactment of April 19, 1775 by members of the 2nd Massachusetts Regiment (www.2ndmass.org).

Please visit our website at www.tewksburyhistoricalsociety.org and Facebook page at www.facebook.com/TewksburyHistoricalSociety for more information including upcoming events and how to join. Or mail us at Tewksbury Historical Society, P.O. Box 522, Tewksbury, MA 01876.

The Historical Commission would also appreciate information about preservation issues, including any historical or archeological asset which may be threatened or unknown to us. Contact information for Commission members is below.

Respectfully Submitted,
THE TEWKSBURY HISTORICAL COMMISSION

Bill Wyatt, Chairman, Town Historian Williamwyatt18@comcast.net (978) 640-0658	Thomas Churchill, Vice Chairman t.churchill@verizon.net (978) 640-6927
Eileen McDonagh (978) 851-6076	Patricia Stratis (978) 851-6206
Nancy Reed, Secretary nanocrd@comcast.net (978) 851-8920 (h) (508) 574-9687 (c)	Linda Voutour lvoutour@gmail.com
Michael McLaughlin	

SAFETY

Fire Department

Police Department

FIRE DEPARTMENT

The mission of the Tewksbury Fire Department is to protect and educate our community, show courtesy and compassion to all, and continue the honored tradition and dedication of the fire service that exceeds expectations.

The members of the Tewksbury Fire Department respond in a very efficient and professional manner throughout the year. The Department answered calls for assistance and provided service 9,320 times in 2021. There were 66 responses to fires. Engine companies provided residents with lift assistance 311 times in 2021 and the ambulance responded to 4,292 calls for medical aid or service.

An important function of any fire department is to prevent the occurrence of situations that produce injury, death, destruction of property, or negatively impact our community. We try to accomplish this through public education and fire prevention programs. In 2021, the Department applied for and received a State S.A.F.E. and Senior SAFE Grant for the education of school age children and senior adults in the area of fire and life safety. Early in and throughout 2021 the effects of the worldwide pandemic caused by COVID-19 were seen within the community and the State. In-person National Fire Prevention Week activities in October and several safety fairs at local businesses and public events that were normally held were cancelled. Some events took place in virtual settings and the Department participated to the extent possible with the assistance of our local stakeholders. We are very fortunate to have a dedicated staff of firefighters, an Executive Secretary and community volunteers that participate in these and other fire and life safety-based programs throughout the year. Information on programs and Town departments can be obtained at www.tewksbury-ma.gov.

The Fire Department consists of 56 sworn fire officers and firefighters and one civilian Executive Secretary. In Tewksbury, line personnel are assigned to an engine company, an ambulance, or serve as the officer in charge of one of the four working shifts. The Town is broken down into three response districts with fire stations located in the Center, North, and South. Each station has one engine company with a lieutenant and a minimum of two firefighters assigned. In addition to the engine company in the Center Station, two cross-trained firefighter/EMTs staff a primary BLS ambulance and a captain is assigned to oversee the on duty force. An aerial ladder truck and a heavy rescue are housed at the Center Station along with a light brush truck. At the North Station, the two firefighters assigned to the engine company also staff a secondary BLS ambulance when the primary ambulance is already committed to a call. This leaves that engine company temporarily out of service if a second medical call comes in; however, the fire lieutenant left behind moves to an emergency response utility vehicle should he/she be needed at another incident. The South Station houses a brush truck, trench rescue trailer, and a spare ambulance and engine. It is also where our Fire Prevention Office is located.

In Tewksbury, a normal response to a medical emergency would send the nearest engine company and the primary ambulance. A normal response to a house fire would send the two closest engine companies directly to the fire scene along with the shift commander and the primary ambulance, if available. The third engine would respond to the Center Station to staff the ladder truck and await response instructions from the shift commander. This model has proved operationally effective and cost efficient for the majority of the community's response needs. Maintaining a minimum of three members on a responding engine or ladder company remains a high priority. Mutual aid and off-duty members are called in when incidents exceed the on-duty crew's capability. Mutual aid is a concept that has been utilized by the fire service to help every city and town deal with those unusual incidents that a community cannot handle on its own. Tewksbury is a member of the Fire District 6 Mutual Aid

Association; an Association of 18 member communities. The Department is seeking to provide two dedicated full-time ambulances to the community by adding an additional staff member to each of the four shifts in the coming years. The Department was able to allocate State grant funds to provide a second dedicated ambulance during certain dayshifts in 2021. This will help, on a trial basis, address the increasing call volume the Department is experiencing in the area of medical aid. A variety of factors are contributing to this increase including an aging population, an increase in apartment and senior living communities, an ongoing opioid crisis, and rising mental health assessments occurring in all age brackets. In 2021 we saw an increase in ambulance transports to local hospital emergency rooms. This was largely due to the COVID-19 pandemic in 2020 where a general feeling of the population seemed to be that hospitals should remain accessible to patients afflicted with the virus. This changed in 2021 and people started to go back to the emergency rooms.

In 2021 the average age of our members was 40.4 years old. The fire officer's average age was 47.3 years with an average of 19.3 years of experience in the Department. Firefighters were 45.7 years with 16.4 years of experience and EMTs assigned to the ambulance averaged 31.1 years and 3.2 years respectively. As you will note our department saw a large turnover in 2021 with the retirements of Fire Chief Michael Hazel, Captains Gary Kerr and Michael Callahan, Lieutenant Brian Hurley, and Firefighters Daniel Small and Daniel Sitar. Also the resignation of another Firefighter. Promotions that took place in 2021 Captain Joseph W. Kearns was named Chief of Department, Lieutenants Jeff Giasullo, David Carney, and Kenneth Sandberg were promoted to Captain. Firefighters Robert Keddie, David Giasullo, Joseph Fortunato, Peter Bielecki, and Derek Welch to Lieutenant. Firefighter/EMTs Peter Brekalis, Patrick Brothers Jr., Jason McNamara, Jonathan Tammaro, Blake Hery, Jacob Brothers, Christopher Reppucci, Paul Mugford and Brandon Tanguay were all newly hired.

Despite COVID-19, a variety of ongoing fire and emergency medical services training took place throughout the year in varied, untraditional formats with the appointment of Lieutenant Paul Guttadauro as the Training officer, we were able to establish a very robust but beneficial training program. With the pending retirement of Deputy Fire Chief Albert Vasas, a promotional Assessment Center was conducted within the Department to select a successor. Lieutenant Paul Guttadauro was named to be Deputy Vasas replacement in February.

Throughout this entire pandemic the members of this Department continued to do an outstanding job through unprecedented times. Our response to the virus caused policies, procedures, and personal protective equipment to be modified, sometimes daily, to protect our workforce and the community. The firefighters and EMTs continued providing both emergency and non-emergency public assistance throughout the year without interruption; a credit to their dedication, professionalism, and ability to problem solve to get the job done. Executive Secretary Jeanne Martin worked with our command staff to keep necessary functions going within and outside of the Department. I could not be prouder of this group of individuals.

The new Center Fire Station Headquarters construction began with G&R Construction as the general contractor, HKT Architects, Inc. as the architects, and Vertex Engineering as the owner's project manager. A March 2022 move in date is anticipated. The new station will replace our 55-year-old station and is being built on a Town owned piece of land on Main Street, across from Town Hall. The Northern Middlesex Regional Emergency Communications Center (NMRECC) opened with Tewksbury emergency communication workers staffing the new facility on Whipple Road. Additional staffing was brought on to meet the staffing needs of the Center. This State funded project combined the fire, police, and E-911 communications into one state of the art facility for Tewksbury and Dracut.

Engine companies directly support fire prevention efforts by performing residential plan reviews, oil burner and smoke alarm inspections, residential propane installation inspections, and quarterly daycare, hospital, and school inspections. They take the time to educate the community one inspection or interaction at a time. Working smoke and carbon monoxide (CO) alarms continue to be the best first line of defense in the residential setting. Early detection and warning can and does save lives. Your local firefighters are committed to making sure you have the information you need to help protect your families. Please do not hesitate to call us if you have a question or concern about fire or life safety; we are here to help. The Tewksbury Firefighters Union Local 1647 continues to sponsor a File of Life Program. This program will provide Tewksbury residents who have a significant medical history the opportunity to compile this information in a readily accessible and standardized format. To participate in this program please call (978) 640-4410 and ask to receive the File of Life; its free to you or your family members and it works!

FIRE DEPARTMENT ROSTER – December 31, 2021

		Year of Hire		
FIRE CHIEF:	Joseph W. Kearns	1995		
DEPUTY CHIEF:	Albert Vasas	1989		
CAPTAINS:	Scott Keddie	1987		
	Jeff Giasullo Sr	1995		
	David Carney	1995		
	Kenneth Sandberg	2003		
LIEUTENANTS:	Scott Austin	2003		
	Peter Bielecki	2014		
	Patrick Doherty	1997		
	David Giasullo	2012		
	Paul Guttadauro	1994		
	Joseph Fortunato	2001		
	David Karlberg	2001		
	Robert Keddie	2011		
	Brian Mackey	2009		
	Russell McGlaufflin	1989		
	Christina Merrill	2003		
	Alan Rosemond	1989		
	Daniel Sawicki	2004		
	Derek Welch	2016		
FIREFIGHTERS:	Joel Altavesta	2014	Justin Lamoureux	2015
	Marc Bourdon	2013	David Levy, Jr.	1997
	Shawn Bradley	2015	Charles Lucia, Jr.	2018
	Peter Brekalis	2021	Timothy Mancusi	2014
	Jacob Brothers	2021	Michael Merrill	2004
	Patrick Brothers	1995	Jason McNamara	2021
	Patrick Brothers Jr.	2021	Paul Mugford	2021
	Joseph Dogherty	2017	John O'Leary	2017
	Todd Elliott	2006	Christopher Repucci	2021
	James Fitzpatrick	2011	Henry Roberts	2020
	Jay Fagone	2020	Peter Smith	2017
	John Fowler	2004	Steven Spencer	2002
	Jeffrey Giasullo, Jr.	2019	Jonathan Tammaro	2021
	Michael Giasullo	2011	Brandon Tanguay	2021
	William Gosse	1998	Christopher Teixeira	2017
	Blake Hery	2021	Derek Temmallo	2017
	Timothy Holden	1994	Tyler Welch	2014
	Justin Hubbard	2018	Michael Willey	2017
	Daniel Kasprzak	2013	Daniel Yost	2004
SECRETARY:	Jeanne Martin	2015		

Incident Analysis	2021
Fire/Explosion	66
Overpressure/Rupture	1
Rescue Calls including Medical Assist	3,005
Hazardous Condition	67
Service Calls	1,012
Good Intent Calls	358
False Calls	506
Severe Weather/Natural Disaster	2
Special Type/Complaint	22
Ambulance Calls	4,292
Department Responses	9,320
Permits & Inspections	2,747
Department Responses	Total
1980	2,161
1990	3,160
2008	5,998
2009	6,115
2010	6,454
2011	6,701
2012	6,630
2013	7,009
2014	7,565
2015	7,896
2016	8,135
2017	8,531
2018	8,609
2019	8,930
2020	8,177
2021	9,320

POLICE DEPARTMENT

The mission of the Tewksbury Police Department is to reduce crime and the fear associated with crime; by providing the best possible service we can provide with the utmost integrity; by engaging the citizens with a community policing philosophy. Our objective is to improve the quality of life through community and inter-agency partnerships to thereby promote a safe and secure community for all. The Department is comprised of 68 full-time employees, including 63 sworn officers and 5 civilian support personnel. The Department's resources are being expended on the prevention, response, and investigation of property crimes, traffic accidents and issues, issues associated with mental health/substance use disorder, and crimes of violence.

We have enhanced our Community Policing effort with the following successful programs, Ice Cream Truck/Ice Cream Giveaway, Junior Police Academy, National Night Out - Bike Ride with the Chief, Safe Halloween, Naming Contest for our new Comfort Dog, Outdoor Hockey Rink Contest, Wal-Mart Gift Card give away, Cross Walk Enforcement/Education Program, and increased our community oriented social media presence. We will continue to find innovative ways to engage with the community in a positive way. We are currently building a police course curriculum at Tewksbury Memorial High School for those who show an interest in law enforcement.



We also increased our training and awareness of Officer Wellness, decreasing the stigma of PTSD, anxiety, and depression within our profession to continue to care for our officers. This will continue to be a priority for me and an ongoing commitment to our people.

As of January 31, 2022, we have completed 154 policies and have 11 left to complete our policy manual. We will then move onto our procedure manual and start working with the Massachusetts Police Accreditation Commission to become certified, then fully accredited. It will take us about 4 months to issue all these policies to everyone, as we are currently sending out 10 per week. We started from zero policies when we began in April of 2021. This system is going to provide a great platform for training, education, and protection from liability. There are 357 law enforcement agencies in Massachusetts which include college campuses and only 98 are accredited. To receive this designation, after years of trying to get this done, will be a tremendous feat for our agency. It shows the public that our policies and practices are in line with the best practices in policing and we are meeting the qualified standards that have been outlined in the State.

The total number of incidents logged in the Department's Records Management System in 2021, which include calls-for service, motor vehicle stops, and all patrol-initiated activities, is 52,382. Arrests remain under 700 this year, reaching 671 which is a 22% increase from 2020. In 2021, simple assaults have increased by 47%; burglaries are up by 7%; thefts from a building are up 14%; thefts from a vehicle are up by 14%, and the number of shoplifting incidents are down by 3%. Drug activity, arrests, and offenses have increased by 44%; while operating under the influence incidents increased by 27%. Department personnel have responded to 529 motor vehicle accidents and have issued 2,652 traffic citations to reduce traffic accidents, injuries, and fatalities and to improve the quality of life of the Town's residents. Officers are responsible for logging 14,681 proactive building checks; 11,035 area checks, and 5,137 motor vehicle stops in an ongoing effort to reduce crime and the fear associated with it. Department personnel responded to 67 reported drug overdoses in 2021, which is a 7% decrease in non-fatal overdoses. The number of overdose deaths decreased from 14 to 7, a 50% decrease. The Front-Line Initiative is a grant led program that has aided in various encounters with the community in three major categories: prevention, crisis response, and recovery. Our crisis response division places its focus on providing live co-response alongside Tewksbury PD officers providing real-time support and resources to members of the community having a mental health or substance use crisis. Our co-response clinician and recovery support staff have followed up on 1207 referrals (an increase from 828 in 2020) on individuals who sworn members of the Department had an encounter. These individuals need substance use and/or mental health resources/support/treatment. This represents an increase of 46% of referral services in 2021.

We want to thank the community for their support of our department, but we realize that the support is earned. We must continue to earn this support and continue to be a transparent and professional organization.

Respectfully,

A handwritten signature in blue ink, appearing to read "Ryan M. Columbus".

Ryan M. Columbus
Chief of Police

Police Department Roster

Chief of Police:	Ryan Columbus	2000	Patrol Officers:	James Hollis	1995
Deputy Chief of Police:	John Voto	1996		Markus McMahon	2001
				Arthur Piccolo	2002
Administrative Director:				Karen Capuano	2003
				John Casey	2003
Lieutenants:	Scott Gaynor	1995		Robert Bjorkgren	2003
	James Williams	1996		David Miano	2010
	Robert Field	1996		Christopher Lefebvre	2010
	Alysia Columbus	2008		Paul Morris	2011
	Patrick Connor	2010		David Duffy	2011
	Patrick Harrington	2003		Dana LaPointe	2017
Detective Lieutenant:	Brian Farnum	2004		Kayla Sheehan	2018
				Justin Lindahl	2018
Sergeants:				Joshua Barbera	2019
	Timothy Kelly	1995		Christopher Bettano	2019
	Steven Torres	2000		Peter Murray	2020
	Thomas Cooke	2002		Nicholas Ciaramella	2020
	Joseph Kelley	2004		Christopher Scott	2002
	Michael Newcomb	2010		Lauren Strong	2020
	Dennis Peterson Jr	2004		Thomas Contaloni	2020
	Michael Donovan	2008		Christian Kyle	2020
	Shane Gallagher	2014		Andrew Donovan	2020
	Matthew Donovan	2018		Michael Pelrine	2020
	Ryan Hunt	2017		Peter Knoop	2020
				Ryan Sughrue	2021
Detective Sergeant:	Michael McLaughlin	2011		Nicholas Gamble	2021
				Chy Lim	2021
Court Prosecutor:	Robert Stephens (Lt.)	1996		Sangvarak Peou	2021
				Dennis Kelleher	2021
K-9 Officer:	Colin Trelegan (Sgt.)	2016	Executive Assistant:	Laura Custance	2019
	Stephen Quinn	2014			
Detectives:	Peter Regan	2003	Secretaries:	Patricia Stotik	1995
	Andrew Richardson	2011		Marcia Vitale	2018
	Matthew Rowe	2014		Jo-Ann Harris	2020
	Michael Vasconcellos	2013	Reserve Secretaries:	Arline Boone	2020
				Adrianna Schafer	2020
Narcotics Unit:	Christopher Byrne	2011	Facility Maintenance:		
	Michael Maccario	2016		James LeBeouf	2020
	Joseph Mendonca	2016			
Evidence Officer:					
	Kaitlin Sullivan	2013	SAPC Director:	Maria Ruggiero	2015
School Resource Officer:	Douglas Pratt	2004			
	James Ryser	2009	Mental Health Regional Director:		
	Eric Hanley	2002		Matthew Page-Shelton	2018
Traffic Unit:	Christopher Adams	2015	Mental Health Clinician:		
	Paul Nicosia	2008		Kaitlyn Bell	2020
				Kaitlin Bergeron	2020
Family Service Officer:	Kimberly O'Keefe	2002		Rachel Beers	2021
				Cheryl Knowles	2021
Comm. Service Officer:	Jennie Welch	2003		Niko Simoa	2021

Reserve Police Officers:

Bruce Adams
Audie Boudreau
Bartholomew Connors
Patrick Doherty
Michael Donahue
John Donoghue
Joseph Fortunado
Lee Gath
Phil Gath
Mark Hildebrand
Rick Hopkinson
John Jarek
Matthew Jarek
Scott Keddie
Dave Levy Sr.
Richard Lumsden
Thomas MacLeod
Jason McNamara
Charles McPhail
Scott Mendes
James O'Hare
Steve Pelrine
Peter Phillips
John Powers
Steve Powers
Kevin Reese
Paul Ringwood
Jacob Saad
Daniel Sawicki
William Schwalb
Daniel Sitar
Thomas Sullivan
Jack Whitehouse
Mark Wood

Crime Statistics 2021

Forcible Rape	14
Robbery	4
Assault Aggravated	84
Assault Simple	252
Assault Intimidation	61
Burglary/Breaking and Entering	31
Shoplifting	117
Theft from Building	40
Theft from Motor Vehicle	33
Thefts (all others)	172
Theft of Motor Vehicle	26
Counterfeiting/Forgery	20
False Pretense/Swindle/Confidence Game	65
Embezzlement	2
Destruction/Damage/Vandalism of Property	82
Drug/Narcotic Violations	244
Disorderly Conduct	11
Driving Under the Influence	84
Drunkenness	33
Trespassing	9
Liquor Law Violations	14
All Other Offenses	525
Arrests	671
Citations	2,652
Alarms	844
Reports	3,572
Building Checks	14,681
Accidents	529
Call Volume	52,382
Motor Vehicle Stops	5,137

EDUCATION

SCHOOL DEPARTMENT

Personnel & Retirees

School Dept Budget

John & Abigail Adams Scholarship

School Committee Recognition

Student Services & Special Education

Superintendent of Schools

Community Scholarship Awards

TPS Enrollment

Public School Employee Salaries

Shawsheen Valley Regional Vocational/Technical School District

EDUCATION

The Tewksbury Public Schools serves students in preschool through grade 12. The district operates a preschool program, four elementary schools, an intermediate elementary school, one middle school, and a comprehensive high school. In addition to the regular educational program, Tewksbury offers a full range of co-curricular and extra-curricular activities, and extended summer learning opportunities.

The Tewksbury Public Schools continues to move forward in the process to complete the Center Elementary School with the Massachusetts School Building Authority (MSBA) and the support of the Town of Tewksbury. The following are key milestones that were achieved during 2021. The Field House, turf field, and concession stand opened in the fall 2021. The project is on time and substantial completion is scheduled for October 28, 2022. The Elementary School Building Committee continues to meet on a regular basis to review and monitor the project. The school district acknowledges and thanks the Town Manager, the Tewksbury Finance Committee, the Select Board, the Planning Board, other Town Departments, members of the Elementary School Building Committee, and the Tewksbury community for their continued support.

Personnel

The Tewksbury Public Schools welcomed over fifty new staff during the 2020-2021 school year and paid tribute to the 2021 retirees.

2021 Retirees

The Tewksbury Public Schools recognizes and honors the 2021 Retirees. We offer our thanks and appreciation to all of our retirees. Their work has impacted countless children and has had a profound impact on the Tewksbury Public Schools.

Loella F. Dewing Elementary School

Mary Abbott, Classroom Instructional Aide - 15 Years of Service
Carolyn Dooley, Speech, Language Pathologist - 15 Years of Service
Nancy Kalajian, Reading Specialist - 19 Years of Service

Heath Brook School

Donna DePierro, Classroom Aide - 20 Years of Service

John F. Ryan Elementary School

June Fagan, Moderate Special Needs Teacher - 12 Years of Service
Jayne Farnham, English Language Arts / Social Studies Teacher - 23 Years of Service
Susan Spollen, Grade 6 Computer Teacher - 11 Years of Service
Marguerite Weidknecht, Music Teacher - 22 Years of Service

John W. Wynn Middle School

Maryann Deshler, Classroom Instructional Aide - 19 Years of Service
Luigi Gisetto, Senior Building Custodian - 7 Years of Service

Tewksbury Memorial High School

Lynne Hardacre, English Language Arts Teacher - 15 Years of Service
Pat Whitehouse, Guidance Secretary - 12 Years of Service

Curriculum and Assessment - Brenda Theriault-Regan, Assistant Superintendent

The District's curriculum serves as a guide and helps teachers plan their day-to-day instruction. The curriculum provides a clear description of how each area of study is organized and how it connects with what is taught in other subject areas and classes. The Tewksbury Public Schools' curriculum is aligned to the Massachusetts Curriculum Frameworks and provides direction on what is most important for students to learn. In addition, the District is in full compliance in all areas of Special Education, Civil Rights, English Language Learner Education, and other General Education requirements of the MA Department of Elementary and Secondary Education's (DESE) Tiered Focused Monitoring (TFM).

Massachusetts Comprehensive Assessment System (MCAS)

The Department of Elementary and Secondary Education (DESE) released statewide MCAS test results from the spring 2021 exam. The Tewksbury Public Schools grades 3 through 8 out-performed the state in exceeding or meeting expectations on the 2021 MCAS in the areas of English Language Arts (ELA), Mathematics, and Science (grades 5 & 8). Tewksbury Memorial High School out-performed the state on the 2021 MCAS in the areas of English Language Arts (ELA) and Mathematics.

Every year, each public school and school district in Massachusetts receives a report card. Just as your child's report card shows how they are doing in different subjects, the Tewksbury Public Schools' report card is designed to show families how our schools are doing in different areas. The Tewksbury Public Schools' report card is available at [School and District Report Cards - Massachusetts Department of Elementary and Secondary Education](#). The report card includes multiple measures of a school's performance – more than just MCAS scores. It represents a new way of looking at school performance, by providing information on student achievement, teacher qualifications, student learning opportunities, and more.

School Department Budget – David Libby – School Business Manager

The budget for the 2020–2021 year, excluding Exempt Debt, is \$61,262,066 or an increase of \$1,553,512 (2.48%) as compared to the amount budgeted in the prior year. The composition of the budgeted increase for FY21 by major cost categories is as follows: Salary increasing by 2.16%; Operating and Capital Costs increasing by 5.04%; and Fixed Costs increasing by 0.32%. Despite these ordinary increases to the budget, the school department was able to end the 2020–2021 year modestly favorable to budget while preserving staffing levels, maintaining and improving school facilities, increasing instructional technology and continuing with services and programming at levels consistent with prior years.

During the 2020–2021 year, the school department received Federal & State Grant funding totaling \$2,778,408, which included \$1,175,697 in Grants specific to covering costs associated with COVID related expenses.

The budget for the 2021–2022 year, excluding Exempt Debt, is \$62,617,856 or an increase of \$1,355,790 (2.22%) as compared to the prior year budget. The composition of the budgeted increase for FY22 by major cost categories is as follows: Salary increasing by 3.00%; Operating and Capital Costs increasing by 1.81%; and Fixed Costs increasing by 0.48%. Federal & State Grant funding for the 2021–2022 year is earmarked at \$5,697,023, which includes \$4,161,707 in COVID-19 related Grants. COVID grants notwithstanding, the FY22 grant funding is \$1,602,711, representing a decrease of \$67,395 as compared to prior year. The School Committee as well as School Administration is very confident that they can continue to maintain staffing levels and provide our students with a quality educational experience with this level of funding.

John and Abigail Adams Scholarship

The John and Abigail Adams Scholarship provides a tuition waiver for undergraduate education at Massachusetts state universities or community colleges. Students qualify for the scholarship when scoring in the Advanced category in either the Mathematics or the English Language Arts section of the grade 10 MCAS test: by scoring in the Proficient or Advanced category in the second subject (Math or English Language Arts); and have a combined MCAS score on their assessments that ranks in the top 25% in their school district.

2021 JOHN & ABIGAIL ADAMS SCHOLARSHIP RECIPIENTS

Milo Bobotas	Kassidy Macdonald
Aaron Connelly	Maisan Nguyen
Jason Cooke	Ava Piccolo
Alek Cranston	Obadah Shikh Khamis
Courtney Curtin	Jack Stadtman
Nicolette Evangelista	Cuong Tran
Madison Forgione	Jacqueline Vitiello
Lily Gigante	Lila Won
Paige Harrington	Abigail Yaing
Hannah Kocsmiersky	

Congratulations to the Tewksbury Memorial High School 2021 award recipients!

School Committee Recognition

The District recognizes the many efforts of the School Committee members, Chairman Keith Sullivan, Vice-Chair Shannon Demos, Clerk Bridget Garabedian, and members Nicholas Parsons and John Stadtman for their leadership and continued support of our students, parents and guardians, and the Tewksbury Public Schools' staff. The Committee is vested in the Tewksbury Public Schools and strives to make them the best they can be!

We would like to take this opportunity to thank the Town Manager, the Select Board, the Board of Health, the Task Force, the TPS staff, students, parents and guardians, and the School Committee for your support during the pandemic and your confidence in the Tewksbury Public Schools administration and staff as we end the 20/21 school year. We offer many thanks to the Town Manager, the Select Board, and the Finance Committee for working collaboratively with the district and meeting the budget requests of the Tewksbury Public Schools.

Student Services & Special Education – Rick Pelletier, Director of Student Services

The Office of Student Services and Special Education continues to be responsible for establishing and implementing Individual Education Plans (IEP) for children identified as requiring special education services. Compliance with state and federal special education laws and regulations is ongoing.

The Tewksbury Public Schools is currently undergoing a self-assessment that is part of the new Public School Monitoring (PSM) system, formally referred to as the Coordinated Program Review (CPR). The self-assessment phase requires the district to take a comprehensive review of our practices that promote improved and sustained outcomes for our students. The self-assessment results are due in May 2022. Into the 2022-2023 school year, the PSM DESE team will be onsite to conduct interviews with faculty, staff, families, stakeholders, and administrators. They will review our self-assessment and conduct program site visits to observe our instructional practices, policies, and procedures, and ensure they are compliant with regulations, both state and federal.

The District conducted an MCAS-Alt review in the late fall into the new year, 2021-2022. As required by law, The Every Student Succeeds Act (ESSA) restricts the number of students who may participate in statewide alternate assessments. Each year, the District may not exceed one percent of the number of students who take the MCAS test in each subject. As required, participation in alternate assessments is limited to students with *the most significant cognitive disabilities*. The District's

report and supporting documentation were submitted to DESE on January 14, 2022. The District has provided assurances that they would not exceed the one percent rule in 2022.

During the school year 2021, the Developmental Learning Centers (DLC) underwent a professional evaluation by Melmark, Inc. The DLC programs focus on students identified with autism spectrum disorder, intellectual impairment, developmental delay, and other disability types that meet the entrance criteria for services. The evaluation process consisted of classroom observations, faculty and staff interviews, administrative interviews, SEPAC interviews, review of IEPs, and examination of program curriculum and materials. Upon completion of the evaluation, the assessment was reviewed and shared with the district and community stakeholders. Resulting from this evaluation, a robust partnership between the District and Melmark, Inc. was established resulting in professional development and training for our faculty and staff.

We continue to partner with *MGH SAiL Literacy Program*. In the late fall, a dyslexia survey was conducted. Once the survey results are completed, they will be shared with the school district and community. Our partnership with MGH is a multi-year commitment to review scientific research that will better inform the district of tools, teaching methodologies, and strategies that professionals can access when working with students with dyslexia. MGH is supporting our objective of strengthening intra-professional collaboration.

Additionally, we are developing a multi-year partnership with Landmark Outreach. The Landmark School is an internationally recognized leader in serving students in grades 2 through 12 with dyslexia and other language-based learning disabilities. Their overarching mission includes outreach and training for educators and research collaboration. Targeted professional development has been provided for our staff.

The special education department, in collaboration with district administrators, has responded to the increasing need for specialized programs and services for our students with disabilities. As part of the continuing effort to improve services, particularly including instruction, our partnerships with Melmark New England, Landmark School, Inc., MGH SAiL Literacy Lab, TeachTown, WestEd, Inc., among others, support our teachers and related service providers with professional development, coaching, and enhanced opportunities for learning new methodologies that benefit our kids. As experienced educators and professionals, we will continue to follow program recommendations that are supported by scientific research and best practices.

We are grateful for the ongoing support of our administrators, school committee members, stakeholders, and the Town of Tewksbury, in making a difference in the educational lives of our children. Improving and enhancing the quality of our service delivery model in special education positively impacts teaching, learning, social-emotional adjustment, and good citizenship.

Summary - Christopher J. Malone, Superintendent of Schools

In review of this past year, we have faced and overcome many challenges. As I enter my final days as Superintendent of the Tewksbury Public Schools, I reflect on some of the highlights of the past year as there is a tremendous amount of good news to share with the Tewksbury community. The district successfully completed a full return of students and staff to in-person learning. We successfully applied for and were awarded a grant that allowed for pooled testing for staff and students at no cost. Tewksbury Memorial High School was ranked in the top 20% of high schools in the country. Our Food & Nutrition Services provided free breakfast and lunch to all students in the 20/21 school year serving a total of 326,911 meals. The Student & Family Support department developed an internal website providing resources for staff and an external website for students and families providing resources and information for registration, academic support, community resources, counseling, and crisis services. In our community, the Tewksbury Police Department introduced Officer Waffles, an emotional support dog for the Tewksbury community.

It has been a privilege to have worked with an amazing group of administrators, teachers, staff, students, parents and guardians, elected officials, and municipal employees. My appreciation to the School Committee for having faith in my decision making as we all worked together to provide the best educational opportunities for students. I am honored to be your Superintendent of Schools, Christopher Malone

Class of 2021 Community Scholarship Awards

We are pleased to acknowledge the businesses, the individuals, the community organizations, the school organizations, and the sports organizations, which participated in Tewksbury's 2021 Community Scholarship Program. The commitment of the donors listed below to the students of the Tewksbury Public Schools contributes to the attainment of the personal and educational goals of the scholarship recipients. The generosity of the donors provides an investment in the future of Tewksbury. Thank you to each of the Scholarship Award Donors and Congratulations to the Scholarship Recipients. We are pleased to announce that over \$145,560.00 was awarded.

Scholarship Name	Donor of Scholarship	Recipients	Amount
Warren Carey Memorial Scholarship	Carey Family	Abigail Hayes, Elizabeth Miller	\$2,000
Shane Marshall Contaloni Memorial Scholarship	Contaloni Family	Jennifer Asselin, Kyle Darrigo, Michael Duggan, Sean Fahey, Karlee Gonsalves, Abigail Hayes, Michael Kelly, Danny Lightfoot, Erin McIntyre, Kalu Olu, Ariana Perron, Alexis Polimeno, Emily Walker	\$3,100
Kay (Aspell) Curran Scholarship	Curran / Doherty Families	Christina Capachietti	\$500
L.F. Dewing Elementary Alumni Award	Dewing PAC	Jessica Satterfield	\$250
Performing Arts Award	Dr. Christine McGrath	Caesar Barboa	\$1,000
Tewksbury/Wilmington Lodge of Elks #2070 Scholarship	Elks - Tewksbury / Wilmington	Erin Sands, Ryan Zackular	\$1,000
The George 'Timmy' Ernest Memorial Scholarship	Ernest Family (hockey)	John Beatrice, Daniel Kusmaul, Anthony Pecci, Alexis Raymond	\$4,000
The Daniel S. Gillette, Jr. Memorial Scholarship	Gillette-Manna Family	Danny Lightfoot, Vanessa Flynn	\$4,000
Holt & Bugbee Foundation Scholarship	Holt & Bugbee	Hailey Furilla, Karlee Gonsalves, Lovens Lamounery, Ryan Zackular	\$10,000
The Robert V. Horgan Memorial Scholarship	Horgan Family	Will McKay	\$800
Lowell Five Bank Academic Scholarship	Lowell Five Bank	Abigail Varghese	\$1,000
Lawrence L. Day Memorial Scholarship	Merrimack Valley Rotary Club	Mihir Bagul	\$1,000
Jerry Murphy Memorial Scholarship	Murphy Family	Michael Duggan, Madison Pierce	\$1,000
North Street School Alumni Scholarship	North Street PAC	Olivia Paulding	\$250
The Kevin J. O'Brien Memorial Scholarship	O'Brien Family	Karlee Gonsalves, Ciara Flight	\$2,000
The Linda Peters Memorial Scholarship	Peters Family	Alexis Polimeno	\$1,200
Bob Aylward Scholarship	Redmen Football Club	Michael Duggan	\$3,000
Ed Dick Scholarship		Will McKay	\$3,000
Phil French Scholarship		Kyle Darrigo	\$3,000
Memorial Scholarship (in the name of Barbara Hague)		Kalu Olu	\$2,000

Memorial Scholarship (in the name of Mousey Roux)		Rynne Rametta	\$2,000
Benefactors Scholarship (recognizing DEI & Schlott Tire)		Michael Kelly	\$1,000
James E. Brooks Memorial Scholarship		Elias Melki, Sean Kaiser	\$2,000
Anthony J. Romano Memorial Scholarship	Romano Family	Lexi Polimeno	\$1,500
John F. Ryan School PAC Scholarship	Ryan PAC	Arianna Dawson	\$500
Schlott Tire Academic Scholarship	Schlott Tire	Shayne O'Neil	\$500
SMMA Fund Scholarship	Symmes, Maini & McKee Association	Domenic Valway	\$2,000
Ronald Tarentino, Jr. Memorial Scholarship	Tarentino Family	Hannah Grace, Ariana Perron	\$2,000
TCC	Tewksbury Country Club Charitable Foundation	Nabil Barkallah, Alyssa Marchetta	\$1,000
Tewksbury Education Foundation Scholarship	Tewksbury Education Foundation	Kalu Olu, Zachary Connolly	\$1,000
Tewksbury Lions Club Scholarship	Tewksbury Lions Club	Madison Pierce, Alexis Polimeno, Mackenzie Dawson, Alex Cashell	\$2,000
Major Scholarship	Tewksbury Music Association	Meredith Whealan	\$750
Loyalty Scholarship		Ryan Edwards, Ian Mangan	\$1,000
Tewksbury Recycling Committee / Republic Services Scholarship	Tewksbury Recycling Committee	Jaime Burns	\$750
Tewksbury Rotary Club Scholarship	Tewksbury Rotary Club	Alyssa Boudreau, Brenna Cassidy, Karlee Gonsalves, Domenic Valway	\$2,000
Tewksbury Teachers Association Scholarship	Tewksbury Teachers Association	Mackenzie Dawson, Maegan Marshall, Connor Moynihan, Makayla Paige	\$2,000
TMHS PAC Scholarship	TMHS PAC	Christina Capachietti, Felicia DiIulio, Michelle Hinkle, Hugo Melo Dos Santos, Kaitlyn Oates, Anthony Pecci, Sabir Sabtini, Erin Sands, Julia Stanizzi, Sam White	\$5,000
Wamesit Lanes Charitable Foundation Scholarship	Wamesit Lanes	Michael Cronin, Beri Lantum	\$2,000
Wilmington/Tewksbury Chamber of Commerce Scholarship	Wilmington/Tewksbury Chamber of Commerce	John Beatrice, Kyle Darrigo	\$500
John W. Wynn PAC Scholarship	Wynn PAC	Michelle Hinkle, Alyssa Marchetta	\$500
Tewksbury Redmen Wrestling Boosters Scholarship	TMHS Boosters - Wrestling	Colin Bozek, Adam Donovan, Danny Lightfoot	\$1,500
Tewksbury Redmen Baseball Boosters Scholarship	TMHS Boosters - Baseball	Matthew Duggan, Adam Favreau, Kyle McHugh, Will McKay, James Ministeri, Will O'Keefe, Rynne Rametta, Drew Timmons	\$2,000
TMHS Varsity Cheerleading Boosters Scholarship	TMHS Boosters - Cheerleading	Jennifer Asselin Ariana Perron	\$1,000
Tewksbury Redmen Boys Basketball Booster Scholarship	TMHS Boosters - Boys Basketball	Michael Cronin, Brady Eagan, Michael Kelly, Kalu Olu, Rynne Rametta, Domenic	\$2,400

		Valway	
Tewksbury Redmen Girls' Basketball Boosters Scholarship	TMHS Boosters - Girls' Basketball	MaryKate Callinan, Alyssa Marchelletta, Erin McIntyre, Lexi Polimeno	\$2,000
Tewksbury Redmen Field Hockey Boosters Scholarship	TMHS Boosters - Field Hockey	Alyson Baker, Maegan Marshall, Beri Lantum, Mackenzie Dawson, Brooke Woodman, Michelle Hinkle, Emma Fleming, Sabtari Sabir, Eyhvong Phalla, Alexis Raymond, Sierra Sousa, Jaime Burns	\$3,700
Tewksbury Redmen Dance Team Boosters Scholarship	TMHS Boosters - Dance Team	Jennifer Asselin, Ariana Perron, Hannah Grace, Vanessa Flynn, Sara Draper	\$2,100
Tewksbury Redmen Hockey Boosters Scholarships	TMHS Boosters - Hockey	John Beatrice, Asa DeRoche, Dan Kusmaul, Will O'Keefe, Anthony Pecci, Chase Pereault	\$2,400
Red Rangers Girls Hockey Boosters Scholarship	TMHS Red Rangers Boosters - Girls' Hockey	Alexis Raymond, Madison Robillard, Antoria Sweeney	\$650
Tewksbury Redmen Lacrosse Boosters Scholarship	TMHS Boosters - Lacrosse	Kyle Darrigo, Sean Fahey, Rory Power, Arianna Dawson, Erin McIntyre, Alexis Polimeno	\$2,875
Deb Billings Memorial Scholarship	TMHS Boosters - Soccer	Catalina Burke, Christina Capachietti, Brenna Cassidy, Iris Diaz-Archilla, Alexandra Fowler, Abigail Hansbury, Allison Indingaro, Alyssa marchelletta, Erin McIntyre, Alexis Polimeno, James Ministeri, Brady Eagan, Hugo Melo Dos Santos, Adam Favreau, Robert manson, Nicholas Johnston, Nabil Barkallah, Patrick DeMelo	\$5,270
Tewksbury Redmen Softball Boosters Scholarship	TMHS Boosters - Softball	Ashley Giordano, Brianna Iandoli, Paige Talbot	\$750
Tewksbury Redmen Volleyball Boosters Scholarship	TMHS Boosters - Volleyball	Amanda Moreira, Gabriella Schubert-Raimundo	\$600
TMHS Theatre Company Scholarship	TMHS Theatre Company	Caesar Barboa, Kira Hodges, Henry Pestana, Meredith Whealan, Thomas Bishop, Alexandra Lightfield, Ian Mangan, Elizabeth Miller, Madison Pierce	\$2,850
Dennis McGadden Memorial Track & Cross Country Awards	TMHS Boosters CC / Track Team	Isabelle Carleton, Abigail Hansbury, Makayla Paige, Erin Sands, Lovens Lamousnery, Zachary Connolly, Joshua Linnehan, Connor Moynihan	\$2,775
PAL Wrestling Scholarship	Youth - PAL Wrestling	Danny Lightfoot	\$500
Tewksbury Youth Baseball Scholarship	Youth Baseball	Mihir Bagul, Sean Fahey, Will McKay, Ryne Rametta	\$2,000
Edward Sullivan Memorial Scholarship		Michael Duggan	\$1,000
Michael Green Memorial Scholarship		Brady Eagan, Ryan Hughes	\$2,000
Tewksbury Boys' Basketball Scholarship	Youth Boys Basketball	Brady Eagan, Sean Fahey, Joseph Pazyra	\$1,500
Ed Sullivan Memorial Scholarship		Cole Duffett	\$1,200

Tewksbury Youth Football Scholarship	Youth Football	Shayne O'Neil, Ben Svendson	\$1,000
Memorial Award		Kyle Darrigo	\$1,500
Frank Ferrelli Award		Sean Fahey	\$1,000
Billy Bird Memorial Award		Michael Duggan	\$750
Tewksbury Girls' Basketball League Scholarship	Youth Girls Basketball	Michelle Hinkle, Alexis Polimeno, Megan Boudreau, Alexandra Fowler, Erin McIntyre, MaryKate Callinan	\$2,750
Tewksbury Youth Lacrosse Scholarship	Youth Lacrosse	Kyle Darrigo, Lexi Polimeno, Sean Fahey, Erin McIntyre, Alexis Raymond	\$1,550
TYSA - Hymie Doherty Scholarship	Youth Skating	Will O'Keefe, Alexis Raymond	\$2,000
TYSA - Alfred Carpenito Memorial Scholarship	Youth Skating	John Beatrice, Daniel Kusmaul	\$2,000
Tewksbury Youth Soccer Scholarships	Youth Soccer	Nabil Barkallah, Thomas Branchaud, Christina Capachietti, Brenna Cassidy, Mackenzie Dawson, Brady Eagan, Alexandra Fowler, Allison Indingaro, Robert Manson, Erin McIntyre, Conor Moynihan, Makayla Paige, Lexi Polimeno, Domenic Valway	\$5,000
Tewksbury Girls' Softball League Scholarship	Youth Softball	Ashley Giordano, Brianna Iandoli, Madison Pierce	\$2,200
Elaine Fiske Memorial Award	Family, Friends and Colleagues Honoring Elaine Fiske	Christina Capachietti, Hannah Grace, Kira Hodges, Cori Mackey, Thalita Madeiros, Erin McIntyre, Rhyne Rametta	\$5,220
William "Billy D" DeGregorio Memorial Award	DeGregorio Family	Isabella Alfano	\$1,420
James Hamilton Sportsmanship Scholarship	Hamilton Family	Jennifer Asselin, Kyle D'Arrigo	\$1,000
Brianna M. McCarthy Memorial Scholarship	McCarthy Family	Alexis Raymond, Madison Robillard, Antoria Sweeney	\$3,000
		Total Awarded:	\$145,560

TPS ENROLLMENT

2021 OCTOBER COUNT ENROLLMENT																
SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	TOTALS
NORTH ST					136	122										258
TRAHAN					99	113										212
DEWING	107	134	162	137												540
HEATH BROOK	34	95	95	113												337
RYAN							265	240								505
WYNN MIDDLE									247	264						511
HIGH SCHOOL (HS)											174	198	197	229	4	802
PreSchool @ HS	15															15
TOTALS	156	229	257	250	235	235	265	240	247	264	174	198	197	229	4	3180
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	

PUBLIC SCHOOL EMPLOYEE SALARIES

NAME	BASE	OTHER	TOTAL
ABBOTT, MARY	\$ 16,653	\$ -	\$ 16,653
ACKERLEY, NANCY	\$ 3,899	\$ 200	\$ 4,099
ACKERT REANEY, ANGELA	\$ 68,735	\$ 15,449	\$ 84,184
AGARWAL, ISHA	\$ 2,070	\$ -	\$ 2,070
AGUILAR, SUSANA	\$ 2,770	\$ -	\$ 2,770
ALLISON, COLLEEN	\$ 81,232	\$ 627	\$ 81,859
ALMEIDA, MARIO	\$ 5,833	\$ -	\$ 5,833
ALUKONIS, LINDA	\$ 22,011	\$ 111	\$ 22,123
AMATO, NICHOLAS	\$ 75,164	\$ 417	\$ 75,581
AMBROSE, JENIFER	\$ 1,216	\$ -	\$ 1,216
ANDERSON, JILLIAN	\$ 13,532	\$ -	\$ 13,532
ANDERSON, KATHLEEN	\$ 86,492	\$ 2,316	\$ 88,808
ANDERSON, WAYNE	\$ 5,780	\$ -	\$ 5,780
ARAYA, BIANCA	\$ 1,392	\$ -	\$ 1,392
ARBOGAST, SANFORD	\$ 76,061	\$ 660	\$ 76,722
ARCHIBOLD, CHRISTA	\$ 81,044	\$ 3,000	\$ 84,044
ARMANO, MATTHEW	\$ 70,666	\$ 2,014	\$ 72,680
ARMANO, SARAH	\$ 55,125	\$ 411	\$ 55,536
ARNOLD, JENNIFER	\$ 87,518	\$ 819	\$ 88,337
ARSENAULT, EMMA	\$ 840	\$ -	\$ 840
ARSENEAULT, MICHAEL	\$ 49,583	\$ 54,815	\$ 104,397
ARUDA, JENNIE	\$ 1,669	\$ -	\$ 1,669
ASHE, VALERIE	\$ 1,360	\$ -	\$ 1,360
AYLWARD, AMANDA	\$ 6,453	\$ 290	\$ 6,743
AYLWARD, BRIAN	\$ 88,089	\$ 29,205	\$ 117,294
AYLWARD, JAKE	\$ 1,700	\$ -	\$ 1,700
AYLWARD, ROBERT	\$ 1,000	\$ -	\$ 1,000
AYLWARD, SHANE	\$ 290	\$ -	\$ 290
BABCOCK, ELIZABETH	\$ 76,190	\$ -	\$ 76,190
BABINEAU, LORI-ANN	\$ 8,301	\$ 200	\$ 8,501
BAILEY, LISA	\$ 60,729	\$ 990	\$ 61,720
BAKER O'BRIEN, KAREN	\$ 119,395	\$ 928	\$ 120,324
BANCROFT, KAREN	\$ 89,371	\$ 99	\$ 89,470
BARBATI, JENNIFER	\$ 84,327	\$ 980	\$ 85,308
BARBATO, MELISSA	\$ 28,518	\$ 65	\$ 28,583
BARBOZA, RAQUEL	\$ 8,135	\$ -	\$ 8,135
BARNES, CHERYL	\$ 18,608	\$ 1,348	\$ 19,956
BARROWS, JENNIFER	\$ 1,140	\$ -	\$ 1,140

NAME	BASE	OTHER	TOTAL
BASILIERE, MARCO	\$ 88,850	\$ 4,955	\$ 93,805
BASTERI, CARLEY	\$ 42,659	\$ -	\$ 42,659
BASTERI, CYNTHIA	\$ 68,325	\$ -	\$ 68,325
BAYNES, JULIA	\$ 60,077	\$ 2,286	\$ 62,363
BEAUCHESNE, BETHANY	\$ 83,542	\$ 5,825	\$ 89,367
BELLINO, CYNTHIA	\$ 8,524	\$ -	\$ 8,524
BELLISARIO, REBECCA	\$ 2,486	\$ -	\$ 2,486
BELLISTRI, ANDREW	\$ 87,006	\$ 6,916	\$ 93,922
BENNER, ALANA	\$ 12,041	\$ 66	\$ 12,107
BENNETT, DEBORAH	\$ 22,617	\$ 6,181	\$ 28,798
BENNETT, ELAINE	\$ 24,627	\$ 1,418	\$ 26,045
BENSON, KYLE	\$ 64,487	\$ 7,550	\$ 72,036
BENSON-MORGAN, CHELSEA	\$ 315	\$ -	\$ 315
BENVENUTO, KATHLEEN	\$ 11,704	\$ -	\$ 11,704
BERGLUND, CARINA	\$ 8,195	\$ -	\$ 8,195
BERNARD, BRENDAN	\$ 71,214	\$ 2,828	\$ 74,042
BERNARD, JON	\$ 137,000	\$ 3,044	\$ 140,044
BERUBE, AMANDA	\$ 41,762	\$ -	\$ 41,762
BETTENCOURT, MICHAEL	\$ 13,906	\$ 4,287	\$ 18,193
BEVILACQUA, CHELSEA	\$ 2,977	\$ -	\$ 2,977
BEVILACQUA, LISA	\$ 19,605	\$ 261	\$ 19,866
BICKFORD, SUSAN	\$ 1,283	\$ -	\$ 1,283
BILODEAU, CATHLEEN	\$ 100,272	\$ 5,221	\$ 105,493
BILODEAU, JOSHUA	\$ 81,232	\$ 2,788	\$ 84,020
BISHOP, PAUL	\$ 43,496	\$ 10,695	\$ 54,191
BLACKWELL, SUZANNE	\$ 9,569	\$ 200	\$ 9,769
BLAIKIE, MICHELLE	\$ 282	\$ -	\$ 282
BLAND, ERIC	\$ 66,437	\$ 312	\$ 66,749
BLISS, GAIL	\$ 90,629	\$ 1,500	\$ 92,129
BOISVERT, SHAYNA	\$ 5,011	\$ -	\$ 5,011
BONGIORNO, ROBYN	\$ 400	\$ -	\$ 400
BORGES, JOANNE	\$ 19,039	\$ 261	\$ 19,301
BOSWORTH, ALEXIS	\$ 114,199	\$ 4,994	\$ 119,194
BOSWORTH, RYAN	\$ 1,020	\$ -	\$ 1,020
BOUDREAU, STEVEN	\$ 62,579	\$ 4,640	\$ 67,219
BOUDREAU, SUSAN	\$ 10,102	\$ -	\$ 10,102
BOUDREAU-HILL, DONNA	\$ 100,057	\$ 4,133	\$ 104,190
BOULES, MARIEM	\$ 390	\$ -	\$ 390
BOURGEOIS, CHRISTINE	\$ 22,686	\$ 3,277	\$ 25,963
BOURGOIN, CONNER	\$ 71,091	\$ 3,366	\$ 74,457

NAME	BASE	OTHER	TOTAL
BOWDEN, DONNA	\$ 90,635	\$ 198	\$ 90,833
BOYSON, JUDITH	\$ 1,905	\$ -	\$ 1,905
BRACE, CHARLOTTE	\$ 23,242	\$ 972	\$ 24,215
BRADLEY, MARK	\$ 13,134	\$ -	\$ 13,134
BRADLEY, SHANNON	\$ 18,549	\$ 261	\$ 18,810
BRADLEY, THOMAS	\$ 13,678	\$ -	\$ 13,678
BRANSFIELD, SANDRA	\$ 30,005	\$ 3,874	\$ 33,880
BRENNAN, ANNE	\$ 29,897	\$ 617	\$ 30,514
BRENNAN, PAUL	\$ 30,524	\$ 5,780	\$ 36,304
BRESETTE, ANNA	\$ 2,109	\$ -	\$ 2,109
BRESNAHAN, DANIELLE	\$ 667	\$ -	\$ 667
BRETON, ALENA	\$ 68,143	\$ 2,290	\$ 70,432
BREWIN, DEBORAH	\$ 87,610	\$ 2,499	\$ 90,109
BRIDGFORD, GAYLE	\$ 86,357	\$ 120	\$ 86,476
BRIDLE, JESSICA	\$ 63,028	\$ 2,773	\$ 65,801
BRIERLY, JENNA	\$ 11,708	\$ -	\$ 11,708
BRIGGS, ROBERT	\$ 2,211	\$ -	\$ 2,211
BRIGIDA, ROBERT	\$ 76,955	\$ 396	\$ 77,351
BRODERICK, LISA	\$ 52,790	\$ 223	\$ 53,012
BROOKS, HEIDI	\$ 16,407	\$ 528	\$ 16,935
BROOKS, NANCY	\$ 3,786	\$ 200	\$ 3,986
BROWN, MADISON	\$ 511	\$ -	\$ 511
BRUFF, KIMBERLY	\$ 88,350	\$ 2,236	\$ 90,586
BRUNO, JAMIE	\$ 71,346	\$ 6,934	\$ 78,280
BRUNO, KELLY	\$ 21,848	\$ 893	\$ 22,741
BUCK, KATHRYN	\$ 38,054	\$ 5,469	\$ 43,523
BURGER, JAMIE	\$ 216	\$ -	\$ 216
BURGESS, SAMUEL	\$ 3,465	\$ -	\$ 3,465
BURGOYNE, BRIDGET	\$ 712	\$ -	\$ 712
BURKE, JOSEPH	\$ 46,530	\$ 1,909	\$ 48,439
BURTON, JESSICA	\$ 84,382	\$ 198	\$ 84,580
BUSHEN, NATALEE	\$ 5,839	\$ 9,694	\$ 15,533
BYRNES, JOHN	\$ 86,368	\$ 540	\$ 86,908
CAHILL, KRISTEN	\$ 66,474	\$ 1,948	\$ 68,422
CALIENDO, KATHY	\$ 4,231	\$ -	\$ 4,231
CALIENDO, SUZANNE	\$ 41,620	\$ 508	\$ 42,128
CALLAHAN, CHLOE	\$ 92,375	\$ 5,936	\$ 98,311
CALLAHAN, MICHELLE	\$ 160	\$ -	\$ 160
CALLANAN, SCOTT	\$ 85,073	\$ 3,400	\$ 88,473
CAMERON, ALLISON	\$ 86,818	\$ -	\$ 86,818

NAME	BASE	OTHER	TOTAL
CAMIRE, RICHARD	\$ 87,089	\$ -	\$ 87,089
CAMPAGNONI, JILL	\$ 4,745	\$ -	\$ 4,745
CAMPBELL, COURTNEY	\$ 84,827	\$ -	\$ 84,827
CAMPO, MARIA	\$ 39,840	\$ 4,560	\$ 44,399
CANAVAN, ASHLEY	\$ 83,132	\$ 660	\$ 83,792
CAPPIELLO, ALYSSA	\$ 10,426	\$ -	\$ 10,426
CAPPIELLO, NANCY	\$ 10,861	\$ -	\$ 10,861
CARBO, MICHELE	\$ 282	\$ -	\$ 282
CAREW, LISA	\$ 1,960	\$ -	\$ 1,960
CARFAGNO, ERICA	\$ 10,337	\$ 200	\$ 10,537
CARLETON, BRIAN	\$ 3,113	\$ -	\$ 3,113
CARLETON, ISABELLE	\$ 1,060	\$ -	\$ 1,060
CARLETON, KATHRYN	\$ 92,375	\$ 28,997	\$ 121,372
CARLINO, LOREN	\$ 93,484	\$ 893	\$ 94,377
CARNEIRO MONTEIRO, DIEGO	\$ 1,633	\$ -	\$ 1,633
CARON, ERIN	\$ 90,614	\$ 330	\$ 90,944
CARRIERE, EMILY	\$ 533	\$ -	\$ 533
CARRILLO, DOMENIC	\$ 416	\$ -	\$ 416
CARRILLO, MARY	\$ 49,338	\$ 3,740	\$ 53,078
CARTER, DANIEL	\$ 51,055	\$ 13,659	\$ 64,714
CARUSO, CHRISTINA	\$ 66,439	\$ 4,117	\$ 70,556
CARVER, NORMAN	\$ 54,382	\$ -	\$ 54,382
CASEY, ASHLEY	\$ 858	\$ -	\$ 858
CASEY, KATHLEEN	\$ 40,916	\$ 2,422	\$ 43,338
CASEY, RACHEL	\$ 33,598	\$ 3,666	\$ 37,264
CASHMAN, BETH	\$ 15,649	\$ 200	\$ 15,849
CASSIDY, PATRICK	\$ 81,369	\$ -	\$ 81,369
CATTOGGIO-NELSON, CARLY	\$ 17,589	\$ 94	\$ 17,683
CENANOVIC, FELICIA	\$ 122,591	\$ 2,691	\$ 125,281
CHAMBERS, VANESSA	\$ 30,896	\$ 833	\$ 31,729
CHAPPIE, BARBARA	\$ 1,849	\$ -	\$ 1,849
CHASAN, LISA	\$ 19,675	\$ -	\$ 19,675
CHELLA, SARA	\$ 84,827	\$ 2,316	\$ 87,143
CHHIM, SOKORNTEAR	\$ 2,444	\$ -	\$ 2,444
CHRISTIE, KELLY	\$ 2,796	\$ -	\$ 2,796
CIPOLLE, JENNIFER	\$ 5,057	\$ 150	\$ 5,207
CLARK, KATHRYN	\$ 81,232	\$ 5,117	\$ 86,349
CLARK, SUSAN	\$ 90,127	\$ 198	\$ 90,325
CLASBY, BENJAMIN	\$ 50,924	\$ 4,429	\$ 55,352
COBUCCIO, JENNIFER	\$ 16,870	\$ 4,288	\$ 21,157

NAME	BASE	OTHER	TOTAL
COHEN, JAY	\$ 819	\$ -	\$ 819
COHEN, RACHEL	\$ 68,733	\$ 3,410	\$ 72,143
COLLETTE, ALYSSA	\$ 1,883	\$ -	\$ 1,883
CONEENY, MACKENZIE	\$ 43,094	\$ 5,430	\$ 48,523
CONLON, THOMAS	\$ 450	\$ -	\$ 450
CONNELL, AMY	\$ 72,735	\$ 15,169	\$ 87,904
CONNORS, STACEY	\$ 21,798	\$ 229	\$ 22,027
CONRAD, KATHLEEN	\$ 86,762	\$ 65	\$ 86,828
CONSTANTINO, KELLY	\$ 72,896	\$ 25,744	\$ 98,640
CONTALONIS, THOMAS	\$ 5,241	\$ -	\$ 5,241
CONWAY, STACY	\$ 41,513	\$ -	\$ 41,513
COOPER, LAUREN	\$ 70,624	\$ 2,133	\$ 72,757
COSTA, LISA	\$ 84,327	\$ 33	\$ 84,360
COSTELLO, AMANDA	\$ 2,231	\$ -	\$ 2,231
COTE, CHRISTINE	\$ 29,569	\$ -	\$ 29,569
COUGHLAN, ROSEMARY	\$ 85,327	\$ 11,500	\$ 96,827
COURNOYER, LISA	\$ 89,850	\$ 99	\$ 89,949
COVINO, JESSLYN	\$ 55,459	\$ 4,688	\$ 60,147
CRACCHIOLO, KELLY	\$ 31,020	\$ -	\$ 31,020
CRAFT, LESLEY	\$ 1,011	\$ -	\$ 1,011
CREMIN, CHRISTINE	\$ 92,637	\$ -	\$ 92,637
CREMIN, MOLLY	\$ 1,350	\$ -	\$ 1,350
CRISCI, DAVID	\$ 3,304	\$ -	\$ 3,304
CRONIN, KAREN	\$ 91,004	\$ 2,635	\$ 93,639
CROWLEY, AMY	\$ 13,669	\$ 340	\$ 14,009
CROWLEY, HEATHER	\$ 17,885	\$ 1,084	\$ 18,969
CRUMB, CHERYL	\$ 88,916	\$ 2,120	\$ 91,037
CULHANE, ALICE	\$ 811	\$ -	\$ 811
CUNNINGHAM, KRISTEN	\$ 5,321	\$ -	\$ 5,321
CUNNINGHAM, RYAN	\$ 14,500	\$ 300	\$ 14,800
CUNNINGHAM-ALLARD, JENNIFER	\$ 22,644	\$ 991	\$ 23,635
CURA, NURIA	\$ 1,716	\$ -	\$ 1,716
CURLEY, ROSE	\$ 88,252	\$ 417	\$ 88,669
CURTIN, BARBARA	\$ 10,484	\$ -	\$ 10,484
CUSICK, FRANCIS	\$ 83,230	\$ 17,499	\$ 100,729
CUTELIS, JAMES	\$ 833	\$ -	\$ 833
CUTELIS, MARIA	\$ 62,531	\$ 1,156	\$ 63,686
CUTRONA, TODD	\$ 15,429	\$ 2,242	\$ 17,671
DALEY, ELIZABETH	\$ 85,827	\$ 3,297	\$ 89,124

NAME	BASE	OTHER	TOTAL
DAMORE, DANIEL	\$ 34,572	\$ -	\$ 34,572
DANIEL, KENNAN	\$ 86,262	\$ 9,946	\$ 96,208
DARISSE, STACIE	\$ 575	\$ -	\$ 575
DATTILIO, MARCIA	\$ 11,705	\$ 200	\$ 11,905
DAVIS, MICHAEL	\$ 7,208	\$ -	\$ 7,208
DEARING, MAURA	\$ 91,114	\$ -	\$ 91,114
DECAROLIS, BRANDI	\$ 85,327	\$ -	\$ 85,327
DECHELLIS, JILLIAN	\$ 2,317	\$ -	\$ 2,317
DECKER, PAUL	\$ 50,680	\$ 8,717	\$ 59,397
DEFRANCESCO, STEPHEN	\$ 20,412	\$ 240	\$ 20,652
DEGENNARO, NICOLE	\$ 31,320	\$ -	\$ 31,320
DELANEY, JENNIFER	\$ 1,631	\$ -	\$ 1,631
DELLA PIANA, ANDREW	\$ 705	\$ -	\$ 705
DELLORFANO, CATHERINE	\$ 17,686	\$ 2,511	\$ 20,197
DEMARTINIS, MICHAEL	\$ 22,495	\$ -	\$ 22,495
DEMERS, MARC	\$ 92,423	\$ 1,966	\$ 94,389
DEMORAIS, PURNIMA	\$ 23,294	\$ -	\$ 23,294
DEMOS, SHANNON	\$ 2,333	\$ -	\$ 2,333
DENTLER, ROBIN	\$ 5,929	\$ -	\$ 5,929
DEPIERRO, DONNA	\$ 14,598	\$ 293	\$ 14,890
DESISTO, KERRI	\$ 17,623	\$ 200	\$ 17,823
DESJARDINS, BRYAN	\$ 86,905	\$ 6,099	\$ 93,003
DESROCHERS, LISA	\$ 30,492	\$ -	\$ 30,492
DEVEAU, KATHERINE	\$ 85,327	\$ 2,646	\$ 87,973
DEVINCENTIS, NICOLETTA	\$ 88,961	\$ 2,203	\$ 91,164
DIBBLE, SUZANNE	\$ 4,895	\$ -	\$ 4,895
DICK, MICHELLE	\$ 108,477	\$ -	\$ 108,477
DIFELICE, ALLISON	\$ 24,477	\$ 352	\$ 24,829
DIPRIMA, JONATHAN	\$ 82,125	\$ 3,374	\$ 85,499
DIRK, MELISSA	\$ 9,603	\$ -	\$ 9,603
DIROCCO, BONNIE	\$ 530	\$ -	\$ 530
DIROCCO, LEO	\$ 1,050	\$ -	\$ 1,050
DJARRAYA, IMAN	\$ 5,125	\$ -	\$ 5,125
DOHERTY, DEREK	\$ 5,833	\$ -	\$ 5,833
DOHERTY, EDWARD	\$ 500	\$ -	\$ 500
DOHERTY, EMILY	\$ 630	\$ -	\$ 630
DOHERTY, JENNIFER	\$ 828	\$ -	\$ 828
DOHERTY, KIMBERLY	\$ 53,865	\$ -	\$ 53,865
DOHERTY, LAURIE	\$ 28,606	\$ -	\$ 28,606
DOHERTY, MARIA	\$ 40,743	\$ 11,753	\$ 52,496

NAME	BASE	OTHER	TOTAL
DOHERTY, SHEALAGH	\$ 4,956	\$ -	\$ 4,956
DOHERTY, SUSAN	\$ 875	\$ -	\$ 875
DOHERTY, SYDNEY	\$ 63,875	\$ 9,375	\$ 73,249
DOHERTY-FRONDUTO, CHRISTINE	\$ 39,843	\$ 1,236	\$ 41,079
DONAHUE, LISA	\$ 28,722	\$ -	\$ 28,722
DONALDSON, ERIC	\$ 58,082	\$ 1,704	\$ 59,786
DOOLAN, REBECCA	\$ 3,725	\$ -	\$ 3,725
DOOLEY, CAROLYN	\$ 55,791	\$ 8,009	\$ 63,799
DOOLEY, DONALD	\$ 8,597	\$ -	\$ 8,597
DOOLEY, JAMES	\$ 29,200	\$ 4,860	\$ 34,060
DOOLEY, LAURA	\$ 6,091	\$ -	\$ 6,091
DORSEY, DARYL	\$ 34,774	\$ 807	\$ 35,581
DOSTOOMIAN, JAMIE	\$ 1,755	\$ -	\$ 1,755
DOYLE, FREDERICK	\$ 5,765	\$ -	\$ 5,765
DRILLIO, JESTINE	\$ 1,560	\$ -	\$ 1,560
DROUIN, ALEXANDRA	\$ 175	\$ -	\$ 175
DROUIN, ALYSSA	\$ 110	\$ -	\$ 110
DROUIN, RONALD	\$ 116,988	\$ 7,201	\$ 124,189
DRUM, SUSAN	\$ 84,327	\$ 2,961	\$ 87,288
DUBAY, JASON	\$ 45,847	\$ 43,077	\$ 88,924
DUGGAN, TAMMY	\$ 300	\$ -	\$ 300
DUNCAN, ANNE	\$ 3,446	\$ -	\$ 3,446
DUVAL, DEBORAH	\$ 4,311	\$ -	\$ 4,311
EARLY, PAUL	\$ 85,327	\$ 1,752	\$ 87,079
EAYRS, EMILY	\$ 2,746	\$ -	\$ 2,746
EDGERTON, EAMON	\$ 87,126	\$ 1,258	\$ 88,384
EL HAKIM, SAMIRA	\$ 632	\$ -	\$ 632
ELLIOTT-MONTGOMERY, CYNTHIA	\$ 220	\$ -	\$ 220
ELLIS, MADISON	\$ 75,912	\$ 6,004	\$ 81,916
ELWELL, JOANNE	\$ 30,372	\$ 703	\$ 31,075
ENGELKEN, MELISSA	\$ 84,937	\$ 1,271	\$ 86,208
ENOS, BIANCA	\$ 10,384	\$ 17	\$ 10,401
ENOS, REBECCA	\$ 3,515	\$ -	\$ 3,515
ENOS, TERESA	\$ 77,343	\$ 1,296	\$ 78,640
ESCOTT, MEGAN	\$ 21,154	\$ -	\$ 21,154
ESKENAS, BETH	\$ 17,687	\$ -	\$ 17,687
ESPAILLAT, JENNIFER	\$ 81,232	\$ -	\$ 81,232
EVANGELISTA, JOANNA	\$ 21,918	\$ 9,488	\$ 31,406
FABIANO, JULIA	\$ 85,528	\$ 5,231	\$ 90,759

NAME	BASE	OTHER	TOTAL
FABIANO, WILLIAM	\$ 86,171	\$ 1,039	\$ 87,210
FAGAN, ELIZABETH	\$ 79,561	\$ 7,629	\$ 87,189
FAGAN, JUNE	\$ 55,464	\$ 6,737	\$ 62,201
FAHEY, MEREDITH	\$ 23,292	\$ -	\$ 23,292
FALETRA, MARCELLA	\$ 4,337	\$ -	\$ 4,337
FANNING, LEAH	\$ 1,637	\$ -	\$ 1,637
FARNHAM, JAYNE	\$ 66,487	\$ 20,146	\$ 86,633
FEELEY, TIMOTHY	\$ 60,077	\$ 1,161	\$ 61,238
FEITOR, JOHN	\$ 12,462	\$ 8,541	\$ 21,002
FELKER, MELANIE	\$ 67,526	\$ 363	\$ 67,889
FERRARA, SANDRA	\$ 87,262	\$ 726	\$ 87,988
FERRY, CAROL	\$ 1,588	\$ -	\$ 1,588
FIELD, PAULINE	\$ 9,934	\$ 180	\$ 10,114
FIGUCIA, RACHEL	\$ 1,293	\$ -	\$ 1,293
FILIBERTO, SARAH	\$ 29,363	\$ -	\$ 29,363
FINN, KELLY	\$ 26,620	\$ -	\$ 26,620
FINNEGAN, CAITLYN	\$ 1,688	\$ -	\$ 1,688
FINNEGAN, STACEY	\$ 19,118	\$ 2,568	\$ 21,686
FINNERAN, EDWARD	\$ 84,327	\$ 3,169	\$ 87,496
FISK, MARY	\$ 5,627	\$ -	\$ 5,627
FLAMMIA, SUZANNE	\$ 7,775	\$ -	\$ 7,775
FLEMING, SHANNON	\$ 33,162	\$ 312	\$ 33,474
FLOOD, NICOLE	\$ 73,885	\$ -	\$ 73,885
FLYNN, CHRISTINE	\$ 1,966	\$ -	\$ 1,966
FORAN, ROBIN	\$ 27,824	\$ 6,082	\$ 33,905
FORTI, JUSTINE	\$ 2,289	\$ -	\$ 2,289
FORTI, MELANIE	\$ 12,680	\$ 25	\$ 12,705
FORTUNATO, PETER	\$ 86,664	\$ 11,438	\$ 98,102
FOX, KELLY	\$ 24,044	\$ -	\$ 24,044
FRANCIS, CATHERINE	\$ 26,752	\$ 334	\$ 27,086
FREEMAN, CIARA	\$ 4,456	\$ -	\$ 4,456
FROIO, CASSANDRA	\$ 1,630	\$ -	\$ 1,630
FROIO, CHERYL	\$ 28,109	\$ 224	\$ 28,333
FROST, ISABELLE	\$ 455	\$ -	\$ 455
FROST, KEITH	\$ 48,886	\$ -	\$ 48,886
FROST, SANDRA	\$ 495	\$ -	\$ 495
FUREY, SHAYLEIGH	\$ 7,781	\$ 115	\$ 7,896
GAGNE, CATHERINE	\$ 89,350	\$ 3,073	\$ 92,423
GAGNON, CHRISTOPHER	\$ 95,535	\$ 5,411	\$ 100,946
GAGNON, KIM	\$ 9,793	\$ -	\$ 9,793

NAME	BASE	OTHER	TOTAL
GALLELLA, ELIZABETH	\$ 160	\$ -	\$ 160
GALLELLA, ERIN	\$ 80	\$ -	\$ 80
GALLIGAN, PATRICK	\$ 85,500	\$ -	\$ 85,500
GALLO, CAROLE	\$ 17,888	\$ -	\$ 17,888
GANNON, CECILE	\$ 8,674	\$ 200	\$ 8,874
GARABEDIAN, BRIDGET	\$ 3,600	\$ -	\$ 3,600
GARRITY, JESSICA	\$ 18,971	\$ 66	\$ 19,037
GARVEY, JOANNE	\$ 83,057	\$ 3,000	\$ 86,057
GAVIN, COLLEEN	\$ 90	\$ -	\$ 90
GEANAKAKIS, JULIE	\$ 2,985	\$ -	\$ 2,985
GENDRON, LEONARD	\$ 29,200	\$ 1,553	\$ 30,754
GEORGOPOULOS, SANDRA	\$ 14,538	\$ 653	\$ 15,191
GERENZ, CATHERINE	\$ 84,327	\$ 1,060	\$ 85,387
GERMAIN, HOLLY	\$ 84,409	\$ 2,316	\$ 86,725
GERRISH, MARY	\$ 123,283	\$ 5,123	\$ 128,406
GERRY, AMANDA	\$ 1,452	\$ -	\$ 1,452
GERRY, ANN	\$ 31,943	\$ 2,788	\$ 34,731
GIAIMO, JULIA	\$ 5,181	\$ -	\$ 5,181
GILLESPIE, JENNIFER	\$ 85,327	\$ 12,053	\$ 97,380
GILLESPIE, MICHAEL	\$ 84,854	\$ 1,651	\$ 86,505
GILLIS, DANIELLE	\$ 1,360	\$ -	\$ 1,360
GILLOTTE, SARAH	\$ 90,614	\$ -	\$ 90,614
GINSBURG, MOLLY	\$ 1,199	\$ -	\$ 1,199
GISETTO, LUIGI	\$ 26,899	\$ 10,453	\$ 37,353
GLASPER, MICHELE	\$ 238	\$ -	\$ 238
GLASS, DEBRA	\$ 76,380	\$ 5,307	\$ 81,687
GLIDDEN, BRIAN	\$ 46,840	\$ 976	\$ 47,815
GODIN-SMALL, HEATHER	\$ 24,421	\$ 1,114	\$ 25,535
GONSALVES, DONNA	\$ 1,938	\$ -	\$ 1,938
GORDON, JANET	\$ 88,850	\$ 819	\$ 89,669
GOSSE, SHANNON	\$ 825	\$ -	\$ 825
GOSSE, WILLIAM	\$ 3,658	\$ -	\$ 3,658
GOUTHRO, BRIAN	\$ 88,239	\$ 4,046	\$ 92,285
GRAASKAMP, DOROTHY	\$ 99,945	\$ 330	\$ 100,275
GRACE, HEATHER	\$ 85,327	\$ 3,316	\$ 88,643
GRAFFEO, COURTNEY	\$ 55,456	\$ 1,896	\$ 57,352
GRAFFEO, DEAN	\$ 2,211	\$ -	\$ 2,211
GRAZIANO, ANDREA	\$ 3,174	\$ 200	\$ 3,374
GREENWOOD, DIANA	\$ 26,303	\$ 27	\$ 26,329
GRIFFIN, CARA	\$ 84,327	\$ 1,733	\$ 86,060

NAME	BASE	OTHER	TOTAL
GRIFFIN, JENNIFER	\$ 19,301	\$ -	\$ 19,301
GROUX, MARY	\$ 84,500	\$ 2,961	\$ 87,461
GUGLIUZZA, STACEY	\$ 731	\$ -	\$ 731
GUIDA, MARIE	\$ 21,379	\$ 158	\$ 21,537
GUSTUS, SARAH	\$ 1,320	\$ -	\$ 1,320
GUY, JENIFER	\$ 16,413	\$ -	\$ 16,413
HALL, SAMANTHA	\$ 66,141	\$ 627	\$ 66,768
HALLORAN, GAIL	\$ 2,730	\$ -	\$ 2,730
HAMILTON, GAIL	\$ 15,648	\$ -	\$ 15,648
HAMLIN, MARK	\$ 50,680	\$ 31,653	\$ 82,333
HANCOCK, MICHAEL	\$ 84,439	\$ -	\$ 84,439
HANLEY, DIANA	\$ 22,090	\$ 357	\$ 22,447
HARDACRE, LYNNE	\$ 60,399	\$ 16,079	\$ 76,478
HARDING, JAY	\$ 115,385	\$ 2,532	\$ 117,917
HARNE, DAVID	\$ 84,819	\$ 165	\$ 84,984
HARRIS, TAMIE	\$ 8,286	\$ 38	\$ 8,324
HART, WILLIAM	\$ 112,795	\$ 2,634	\$ 115,429
HAYES, ALISON	\$ 93,135	\$ 198	\$ 93,333
HEALEY, SHARON	\$ 3,790	\$ -	\$ 3,790
HEARTQUIST, TAMMIE	\$ 89,614	\$ 990	\$ 90,604
HENRY, KATHLEEN	\$ 87,850	\$ 3,660	\$ 91,510
HERBERT, MOLLY	\$ 32,186	\$ 312	\$ 32,498
HICKEY, BRIAN	\$ 7,301	\$ -	\$ 7,301
HIGGINS, JODI	\$ 87,589	\$ -	\$ 87,589
HILLSON, KIMBERLY	\$ 89,155	\$ 595	\$ 89,750
HIMMEL, CATHERINE	\$ 86,425	\$ 2,740	\$ 89,165
HINES, MARIE	\$ 55,505	\$ 8,660	\$ 64,165
HIRTLE, MARYELLEN	\$ 85,827	\$ 99	\$ 85,926
HODGSON, KAREN	\$ 90,723	\$ 16,442	\$ 107,165
HOGAN, KAITLIN	\$ 2,344	\$ -	\$ 2,344
HOGAN, SUSAN	\$ 90,614	\$ 3,060	\$ 93,674
HOLMES, CAROLYN	\$ 3,068	\$ -	\$ 3,068
HOWE, SUSAN	\$ 87,589	\$ 10,111	\$ 97,700
HUNNELL, LEONARD	\$ 1,025	\$ -	\$ 1,025
HYLAND, LORI	\$ 100,468	\$ 548	\$ 101,016
HYNES, KIM	\$ 87,589	\$ 1,684	\$ 89,273
HYNES, SCOTT	\$ 1,584	\$ -	\$ 1,584
IANDOLI, AMY	\$ 4,106	\$ -	\$ 4,106
IANNACCI, LYNN	\$ 26,128	\$ -	\$ 26,128
IANNUZZI, JENNIFER	\$ 2,950	\$ -	\$ 2,950

NAME	BASE	OTHER	TOTAL
IMPERILLO, KRISTIN	\$ 46,858	\$ 2,035	\$ 48,893
IMPINK, ERIC	\$ 739	\$ -	\$ 739
IMPINK, PAIGE	\$ 105	\$ -	\$ 105
IMPINK, ROSALYN	\$ 1,360	\$ -	\$ 1,360
JACAVANCO, CATHERINE	\$ 5,227	\$ -	\$ 5,227
JACKSON, CHARLES	\$ 1,479	\$ -	\$ 1,479
JEFFERS, EMILY	\$ 20,928	\$ -	\$ 20,928
JENNINGS, MICHELLE	\$ 39,843	\$ 174	\$ 40,017
JENSEN, CORALIE	\$ 472	\$ -	\$ 472
JOHNSON, ADAM	\$ 2,377	\$ -	\$ 2,377
JOHNSON, ANDREE	\$ 100,272	\$ -	\$ 100,272
JOHNSON, ERIN	\$ 12,462	\$ -	\$ 12,462
JOHNSON, GAIL	\$ 66,162	\$ 6,407	\$ 72,570
JOHNSON, MONICA	\$ 21,619	\$ 68	\$ 21,687
JOHNSTON, KIMBERLY	\$ 94,135	\$ 2,608	\$ 96,743
JORDAN, ANDREW	\$ 2,835	\$ -	\$ 2,835
JOYAL, RACHEL	\$ 185	\$ -	\$ 185
JOYCE, BARBARA	\$ 59,800	\$ 184	\$ 59,984
JOYCE, KELLY	\$ 19,593	\$ 3,074	\$ 22,667
KAPUST, MARY	\$ 29,372	\$ 12	\$ 29,384
KARLBERG, ROSEANN	\$ 7,805	\$ -	\$ 7,805
KASPRZAK, STEVEN	\$ 59,746	\$ 14,184	\$ 73,930
KASSNER, DANIEL	\$ 81,232	\$ 3,276	\$ 84,508
KAUR, DAVINDER	\$ 990	\$ -	\$ 990
KEARNS, JOANNE	\$ 50,838	\$ 2,650	\$ 53,488
KEARNS, PATRICIA	\$ 52,920	\$ 2,984	\$ 55,904
KEARNS, REBECCA	\$ 1,950	\$ -	\$ 1,950
KEELEY, BONNIE	\$ 4,447	\$ -	\$ 4,447
KEENE, RICHARD	\$ 3,604	\$ -	\$ 3,604
KELLEHER, MARY	\$ 92,561	\$ 9,001	\$ 101,563
KELLY, JENNIFER	\$ 90,614	\$ 140	\$ 90,754
KELLY, LINDSEY	\$ 75,912	\$ 4,133	\$ 80,045
KENDALL, VICTORIA	\$ 1,260	\$ -	\$ 1,260
KENNEY, ELEANOR	\$ 8,361	\$ -	\$ 8,361
KHAN, KIMBERLY	\$ 89,614	\$ -	\$ 89,614
KLING, JOYCE	\$ 20,887	\$ 2,326	\$ 23,213
KORSLUND, KATHY	\$ 68,735	\$ 2,936	\$ 71,671
KOSIBA, KRISTEN	\$ 90,818	\$ 1,779	\$ 92,598
KOURAFALOS, DAWN	\$ 1,251	\$ -	\$ 1,251
KRAYTENBERG, DEBRA	\$ 69,335	\$ 43,816	\$ 113,151

NAME	BASE	OTHER	TOTAL
KRZESINSKI, PAIGE	\$ 1,406	\$ -	\$ 1,406
KURMANOVA, ANASTASIA	\$ 7,818	\$ -	\$ 7,818
LAMARCHE, PATRICK	\$ 49,563	\$ 13,310	\$ 62,873
LANE, JAIME	\$ 94,364	\$ 3,903	\$ 98,268
LANE, MELISSA	\$ 70,573	\$ 1,632	\$ 72,205
LANGHAM, DONELL	\$ 8,658	\$ 2,025	\$ 10,683
LANGLAIS, RENEE	\$ 87,089	\$ 132	\$ 87,221
LAPERRIERE, LISA	\$ 18,405	\$ 2,410	\$ 20,815
LAPIERRE, NICOLE	\$ 94,489	\$ 8,104	\$ 102,593
LARKIN, KATHLEEN	\$ 3,736	\$ -	\$ 3,736
LE, BRENDEN	\$ 85,795	\$ 6,108	\$ 91,903
LEALDINI-DUDLEY, MARIA	\$ 88,098	\$ 2,858	\$ 90,956
LEFEBVRE, ALAN	\$ 27,797	\$ 1,777	\$ 29,574
LEGVOLD, CHARITY	\$ 84,327	\$ 9,837	\$ 94,164
LEMKE, LAURA	\$ 65,359	\$ -	\$ 65,359
LENNON, CAROL	\$ 2,459	\$ -	\$ 2,459
LEON, ABBEY	\$ 20,470	\$ -	\$ 20,470
LEONE, DYLAN	\$ 2,000	\$ -	\$ 2,000
LIBBY, DAVID	\$ 130,134	\$ 7,937	\$ 138,071
LIGGIERO, JESSICA	\$ 640	\$ -	\$ 640
LIGHTFIELD, GAVRIELLA	\$ 517	\$ -	\$ 517
LINDSEY, EILEEN	\$ 90,614	\$ 925	\$ 91,539
LINDSEY, JOHN	\$ 23,667	\$ -	\$ 23,667
LINGAREDDY, ABHISHIKTH	\$ 3,259	\$ -	\$ 3,259
LINGAREDDY, SIVAMARUTHI	\$ 24,646	\$ -	\$ 24,646
LOMBARDI, TARA	\$ 1,245	\$ -	\$ 1,245
LONG, ANDREW	\$ 114,795	\$ 8,177	\$ 122,972
LOPEZ, DIANA	\$ 1,305	\$ -	\$ 1,305
LOPEZ, JENNIFER	\$ 22,279	\$ 2,169	\$ 24,448
LOZADA, JUAN	\$ 6,135	\$ 1,109	\$ 7,244
LUCAS, ANDREW	\$ 2,567	\$ -	\$ 2,567
LUPPI, ALLISON	\$ 5,953	\$ -	\$ 5,953
LUTKEVICH, AMY	\$ 4,768	\$ -	\$ 4,768
LYNCH, JOAN	\$ 99,772	\$ 7,822	\$ 107,594
MACDONALD, MARY	\$ 3,604	\$ -	\$ 3,604
MACFARLANE, NATASHA	\$ 86,608	\$ 10,552	\$ 97,160
MACKEEN, JESSICA	\$ 18,705	\$ 835	\$ 19,540
MACMULLIN, ANDREA	\$ 87,699	\$ 1,721	\$ 89,420
MACMULLIN, MADELINE	\$ 560	\$ -	\$ 560
MADDEN, MARGUERITE	\$ 1,755	\$ -	\$ 1,755

NAME	BASE	OTHER	TOTAL
MAGSARILI, KAITLIN	\$ 81,287	\$ 2,236	\$ 83,523
MAGUE, PETER	\$ 3,809	\$ -	\$ 3,809
MAHANNA, CHRISTOPHER	\$ 52,662	\$ 4,605	\$ 57,267
MAHONEY, ALBERT	\$ 2,816	\$ -	\$ 2,816
MAHONEY, BAILEY	\$ 81,896	\$ 33	\$ 81,929
MAHONEY, EILEEN	\$ 3,883	\$ -	\$ 3,883
MAHONEY, KELLY	\$ 70,624	\$ 3,840	\$ 74,465
MAIA, PATRICIA	\$ 27,897	\$ -	\$ 27,897
MALFA, PAULA	\$ 18,135	\$ 260	\$ 18,394
MALONE, CHRISTOPHER	\$ 208,640	\$ 7,648	\$ 216,288
MALYNN, DYLAN	\$ 52,714	\$ -	\$ 52,714
MANETTA, GINA	\$ 37,361	\$ -	\$ 37,361
MANNING, KAREN	\$ 690	\$ -	\$ 690
MARCHAND, JON	\$ 87,565	\$ 49,877	\$ 137,441
MARCHELLETTA, ALYSSA	\$ 1,139	\$ -	\$ 1,139
MARINO, AMANDA	\$ 879	\$ -	\$ 879
MARQUEZ, ELIZABETH	\$ 6,094	\$ 200	\$ 6,294
MARQUIS, PAIGE	\$ 61,790	\$ 3,376	\$ 65,166
MARSH, TIFFANIE	\$ 366	\$ -	\$ 366
MARTEL, AMANDA	\$ 21,944	\$ -	\$ 21,944
MARTEL, GRETCHEN	\$ 92,875	\$ 660	\$ 93,535
MARTELL, MARISSA	\$ 13,797	\$ 3,815	\$ 17,611
MARTIN, DANIEL	\$ 52,430	\$ 66,634	\$ 119,064
MARTINEZ, TANIA	\$ 3,276	\$ -	\$ 3,276
MATAMOROS, CHRISTIAN	\$ 1,564	\$ -	\$ 1,564
MCANDREWS, PATRICK	\$ 85,939	\$ 3,961	\$ 89,900
MCCABE, ROBERT	\$ 7,942	\$ 6,845	\$ 14,787
MCCARTHY, AMANDA	\$ 70,822	\$ 7,345	\$ 78,167
MCCARTHY, BRIANNA	\$ 3,658	\$ -	\$ 3,658
MCCOY, BRETT	\$ 32,242	\$ 8,594	\$ 40,836
MCGINN, MARYBETH	\$ 91,114	\$ 2,458	\$ 93,572
MCGRATH, MICHELLE	\$ 88,199	\$ 99	\$ 88,298
MCGREGOR FAY, ANNE	\$ 75,164	\$ -	\$ 75,164
MCGUINNESS, ANDREW	\$ 16,609	\$ -	\$ 16,609
MCHENRY, TIFFANY	\$ 58,871	\$ 3,416	\$ 62,287
MCINNES, JUDI	\$ 123,170	\$ 33	\$ 123,203
MCINTYRE, DENISE	\$ 35,363	\$ -	\$ 35,363
MCINTYRE, LAUREN	\$ 4,969	\$ -	\$ 4,969
MCKENNA, JOEL	\$ 160	\$ -	\$ 160
MCLAUGHLIN, KAYLA	\$ 819	\$ -	\$ 819

NAME	BASE	OTHER	TOTAL
MCNEIL, SUSAN	\$ 6,629	\$ -	\$ 6,629
MCNEIL, TAYLOR	\$ 60,077	\$ 312	\$ 60,389
MCNEILL, SUSAN	\$ 1,314	\$ -	\$ 1,314
MEEKER, ALEXANDRA	\$ 90,614	\$ 1,271	\$ 91,885
MELLO, MARGARET	\$ 2,095	\$ -	\$ 2,095
MELLONI, MARY JO	\$ 42,735	\$ -	\$ 42,735
MELLY, CHARLAINE	\$ 87,089	\$ 2,316	\$ 89,405
MELO, BRANDON	\$ 3,658	\$ -	\$ 3,658
MELO, SARA	\$ 4,785	\$ -	\$ 4,785
MEMMOLO, GAIL	\$ 96	\$ -	\$ 96
MENDEZ, AMAYRANIS	\$ 1,153	\$ -	\$ 1,153
MENDEZ, CRYSTALEE	\$ 3,632	\$ -	\$ 3,632
MERCIER, KELLY	\$ 50,852	\$ 1,066	\$ 51,918
MERRILL, JENNIFER	\$ 75,869	\$ 1,994	\$ 77,862
MERRILL, KAILEIGH	\$ 13,260	\$ 446	\$ 13,706
MERRILL, REBECCA	\$ 2,168	\$ -	\$ 2,168
MEUSE, BRENDA	\$ 84,500	\$ 99	\$ 84,599
MEUSE, DONNA	\$ 6,364	\$ -	\$ 6,364
MEUSE, PATRICIA	\$ 18,875	\$ -	\$ 18,875
MEUSE, SUSAN	\$ 60,912	\$ 1,136	\$ 62,048
MEZIANE, JOANNE	\$ 84,827	\$ -	\$ 84,827
MICHALIDES, MONICA	\$ 1,626	\$ -	\$ 1,626
MICHEL, LISA	\$ 2,030	\$ -	\$ 2,030
MIDDLETON, JUDITH	\$ 87,589	\$ -	\$ 87,589
MIGNAULT, JOEL	\$ 59,146	\$ 15,485	\$ 74,631
MILLER, KEVIN	\$ 72,414	\$ 1,158	\$ 73,572
MILLER, SANDRA	\$ 59,924	\$ 801	\$ 60,725
MILLIGAN, JENNIFER	\$ 79,561	\$ 1,159	\$ 80,720
MIRANDA, SHANNON	\$ 30,756	\$ -	\$ 30,756
MITCHELL, CHRISTINE	\$ 40,444	\$ -	\$ 40,444
MITCHELL, DAVID	\$ 38,975	\$ -	\$ 38,975
MODICA, CARRIE-ANNE	\$ 4,382	\$ -	\$ 4,382
MOFFAT, DAVID	\$ 85,700	\$ 2,879	\$ 88,579
MOLEA, TERESA	\$ 79,561	\$ -	\$ 79,561
MOLLOY, PETER	\$ 85,681	\$ 1,144	\$ 86,825
MONBLEAU, KIRK	\$ 84,402	\$ 5,800	\$ 90,202
MOORE, JENNIFER	\$ 1,392	\$ -	\$ 1,392
MORELLO, MIKAYLA	\$ 22,020	\$ 4,748	\$ 26,768
MORRILL, KATHLEEN	\$ 87,089	\$ 3,384	\$ 90,473
MORRILL, THOMAS	\$ 91,114	\$ 14,180	\$ 105,294

NAME	BASE	OTHER	TOTAL
MORRIS, SCOTT	\$ 3,670	\$ -	\$ 3,670
MROZOWSKI, JENNIFER	\$ 100,030	\$ 6,067	\$ 106,097
MUGFORD, DEBRALEE	\$ 86,768	\$ 2,057	\$ 88,825
MUIR, AMANDA	\$ 29,001	\$ -	\$ 29,001
MUISE, KEVIN	\$ 87,126	\$ 495	\$ 87,622
MULLOY, SHERI	\$ 85,521	\$ 1,675	\$ 87,196
MULNO, SUSAN	\$ 88,850	\$ 861	\$ 89,711
MULVANEY, STEPHANIE	\$ 4,270	\$ -	\$ 4,270
MURPHY, EILEEN	\$ 2,441	\$ -	\$ 2,441
MURPHY, ERIN	\$ 69,729	\$ 13,716	\$ 83,445
MURPHY, JACLYN	\$ 91,875	\$ 2,514	\$ 94,389
MURPHY, KATELYN	\$ 77,618	\$ -	\$ 77,618
MURRAY, KARA	\$ 85,500	\$ 2,961	\$ 88,461
MURRAY, MARGARET	\$ 52,316	\$ 891	\$ 53,207
NASHAWATY, JILLIAN	\$ 70,025	\$ 391	\$ 70,416
NASTARI, LAUREN	\$ 68,225	\$ 4,007	\$ 72,231
NASTASI, MARIELLEN	\$ 93,048	\$ 3,192	\$ 96,240
NATOLA, CHRISTINA	\$ 811	\$ -	\$ 811
NAUGHTON, JULIE	\$ 16,407	\$ 744	\$ 17,151
NAVETTA, CAROL	\$ 92,575	\$ 11,510	\$ 104,085
NAYAK, SUVRANGANA	\$ 2,610	\$ -	\$ 2,610
NELSON, ALYSSA	\$ 44,913	\$ -	\$ 44,913
NEOGY, DEEP	\$ 33	\$ -	\$ 33
NEVES-MARQUEZ, BRIANA	\$ 3,881	\$ -	\$ 3,881
NILES, EMILY	\$ 83,045	\$ 1,889	\$ 84,935
NOBERINI, JAIME	\$ 85,082	\$ 2,329	\$ 87,412
NOEL, EMILY	\$ 70,573	\$ -	\$ 70,573
NORTON, PAUL	\$ 7,301	\$ -	\$ 7,301
NOYES, LYNN	\$ 59,628	\$ -	\$ 59,628
OBRIEN, CHRISTIAN	\$ 50,680	\$ 56,764	\$ 107,444
OBRIEN, SHAUN	\$ 40,083	\$ 12,143	\$ 52,226
OBRIEN, TIFFANY	\$ 315	\$ -	\$ 315
ODONNELL, DOROTHY	\$ 6,897	\$ 200	\$ 7,097
OHARE, NANCY	\$ 40,743	\$ 7,275	\$ 48,018
OHARE, RACHEL	\$ 1,706	\$ -	\$ 1,706
OKEEFE, ABIGAIL	\$ 560	\$ -	\$ 560
OKEEFE, STEPHEN	\$ 3,604	\$ -	\$ 3,604
OLEARY, SEAN	\$ 112,795	\$ 2,634	\$ 115,429
OLEVSKY, TIMOTHY	\$ 84,532	\$ 2,898	\$ 87,430
OMEARA, AIMEE	\$ 655	\$ -	\$ 655

NAME	BASE	OTHER	TOTAL
OMEARA, VICTORIA	\$ 66,437	\$ 5,057	\$ 71,494
OSBORNE, M EILEEN	\$ 122,182	\$ 6,304	\$ 128,486
OSTERBERG, ROY	\$ 9,047	\$ 6,254	\$ 15,301
OTERI, SARAH	\$ 5,833	\$ -	\$ 5,833
OTIS, JAMES	\$ 84,827	\$ -	\$ 84,827
PACHECO, BROOKE	\$ 65,779	\$ 13,655	\$ 79,434
PAGE, RONALD	\$ 46,530	\$ 3,518	\$ 50,048
PAIGE, JILLIAN	\$ 7,208	\$ -	\$ 7,208
PALANGE, ALISSA	\$ 83,057	\$ 2,971	\$ 86,028
PAQUETTE, KAITLYN	\$ 50,923	\$ 954	\$ 51,877
PARADIS, STACEY	\$ 85,169	\$ -	\$ 85,169
PARISI, ELIZABETH	\$ 39,963	\$ 6,027	\$ 45,991
PARKER, STEPHEN	\$ 2,276	\$ -	\$ 2,276
PARRELLA, NICHOLE	\$ 73,393	\$ 3,305	\$ 76,698
PARSONS, NICHOLAS	\$ 7,333	\$ -	\$ 7,333
PASCIUTO, FRANCESCA	\$ 5,683	\$ -	\$ 5,683
PASQUAROSA, MILISSA	\$ 2,497	\$ -	\$ 2,497
PASZKO, ELIZABETH	\$ 3,120	\$ -	\$ 3,120
PATTERSON, BARRY	\$ 40,313	\$ 30,539	\$ 70,853
PATTERSON, ROLAND	\$ 51,680	\$ 61,733	\$ 113,413
PAUL, GEORGE	\$ 6,450	\$ -	\$ 6,450
PEACH, KELLY	\$ 23,740	\$ 390	\$ 24,130
PELLEGRINO, CELESTE	\$ 55,655	\$ 8,351	\$ 64,006
PELLETIER, RICHARD	\$ 147,585	\$ 3,732	\$ 151,317
PELOQUIN, CYNTHIA	\$ 93,517	\$ 660	\$ 94,177
PENTA, JOANNE	\$ 468	\$ -	\$ 468
PENZA, FREDERICK	\$ 1,420	\$ -	\$ 1,420
PEREIRA, MELANIE	\$ 5,293	\$ -	\$ 5,293
PERELLI, LAURA	\$ 70,624	\$ -	\$ 70,624
PEREZ, GENESY	\$ 1,565	\$ -	\$ 1,565
PERRY, TYLER	\$ 45,301	\$ -	\$ 45,301
PESTANA, HENRY	\$ 1,036	\$ -	\$ 1,036
PETERS, ASHLEY	\$ 9,995	\$ 496	\$ 10,491
PETERSON, ASHLEY	\$ 29,318	\$ -	\$ 29,318
PETRIE, KRISTINA	\$ 2,971	\$ -	\$ 2,971
PHINNEY, ROBERT	\$ 41,406	\$ 13,300	\$ 54,706
PICCOLO, AVA	\$ 1,954	\$ -	\$ 1,954
PIERCE, SHARON	\$ 12,158	\$ -	\$ 12,158
PIFALO, STEPHEN	\$ 94,700	\$ 811	\$ 95,511
PILLAI, GOWRISUVITHA	\$ 23,398	\$ 349	\$ 23,747

NAME	BASE	OTHER	TOTAL
PILOTTE, MAURA	\$ 79,062	\$ 2,578	\$ 81,640
POGGIO, ROSE	\$ 56,123	\$ 1,674	\$ 57,797
POLIMENO, LAUREN	\$ 819	\$ -	\$ 819
POLK-THULLA, MARY	\$ 7,418	\$ 200	\$ 7,618
PONTES, ANTHONY	\$ 5,833	\$ -	\$ 5,833
PORTO, MELINDA	\$ 4,375	\$ -	\$ 4,375
POTTURI, VENKATA	\$ 19,902	\$ 580	\$ 20,482
PRICE, JENNIFER	\$ 88,903	\$ 396	\$ 89,299
PRINGLE, JAMES	\$ 87,589	\$ 520	\$ 88,109
PRUNIER, JUSTIN	\$ 42,524	\$ 19,669	\$ 62,193
PUCCIO, ERICA	\$ 1,225	\$ -	\$ 1,225
PULLO, JOSEPHINE	\$ 1,591	\$ -	\$ 1,591
PUMA, DUSTINE	\$ 90,651	\$ 3,670	\$ 94,321
PUPA, JESSICA	\$ 9,900	\$ -	\$ 9,900
QUINN, TARA	\$ 29,628	\$ -	\$ 29,628
RAFFI, MICHELLE	\$ 20,470	\$ -	\$ 20,470
RAFIQ, FAUZIA	\$ 20,379	\$ 111	\$ 20,490
RAMASKA, CINDY	\$ 94,190	\$ -	\$ 94,190
RAMOS, NAYOMI	\$ 1,108	\$ -	\$ 1,108
RANDALL, ERICA	\$ 27,560	\$ -	\$ 27,560
RAUSEO, MATTHEW	\$ 2,005	\$ -	\$ 2,005
RAUSEO, MAURA	\$ 52,421	\$ 699	\$ 53,119
READING, EMMA	\$ 240	\$ -	\$ 240
READING, ROBIN	\$ 80,273	\$ -	\$ 80,273
REARDON, AMANDA	\$ 71,520	\$ -	\$ 71,520
REGAN, JULIE	\$ 28,668	\$ 3,743	\$ 32,411
REGO, ANDREA	\$ 105	\$ -	\$ 105
REPOSA, JESSICA	\$ 1,440	\$ -	\$ 1,440
REPPUCCI, DIANE	\$ 17,594	\$ -	\$ 17,594
REYES, JANET	\$ 85,500	\$ 3,004	\$ 88,504
RICCIARDI, NICOLE	\$ 38,277	\$ -	\$ 38,277
RICHARD, LISA	\$ 88,543	\$ 3,018	\$ 91,561
RIEGER, JUDE	\$ 87,925	\$ -	\$ 87,925
RING, KELSEY	\$ 70,699	\$ 5,016	\$ 75,715
RIORDAN, MOLLY	\$ 5,139	\$ -	\$ 5,139
RIVERA, EVELYN	\$ 75	\$ -	\$ 75
RIVERA, MICHELE	\$ 68,988	\$ 1,290	\$ 70,278
ROBERTS, BRITTANY	\$ 88,634	\$ 3,736	\$ 92,369
ROBERTSON, MICHELLE	\$ 1,660	\$ -	\$ 1,660
ROBINSON, JILL	\$ 60,261	\$ 9,547	\$ 69,808

NAME	BASE	OTHER	TOTAL
ROBINSON, MEGAN	\$ 90,139	\$ 1,826	\$ 91,964
ROCK, SHAWN	\$ 20,081	\$ -	\$ 20,081
RODGERS, KRISTI	\$ 85,827	\$ 2,707	\$ 88,534
ROGERS, ROBERT	\$ 98,072	\$ 7,086	\$ 105,157
ROMANO, KRISTIN	\$ 87,089	\$ 417	\$ 87,506
ROONEY, CORINNE	\$ 50,680	\$ 25,768	\$ 76,448
ROSSI, KAREN	\$ 60,261	\$ 1,824	\$ 62,085
ROUFF, FRANCESCA	\$ 100,299	\$ 2,343	\$ 102,643
ROWE, KIMBERLEY	\$ 30,005	\$ 11,082	\$ 41,087
ROY, CONSTANCE	\$ 13,584	\$ 26	\$ 13,609
RUDERMAN, DANIELLE	\$ 76,504	\$ 7,524	\$ 84,028
RUFO, JOHN	\$ 30,575	\$ 300	\$ 30,875
RUIZ, ARIANNA	\$ 22,268	\$ 205	\$ 22,473
RUMSCHLAG, KRISTA	\$ 61,678	\$ 6,226	\$ 67,904
RUSSO, CAITLIN	\$ 539	\$ -	\$ 539
RUSSO, KIMBERLY	\$ 91,223	\$ 65	\$ 91,289
RYAN, JULIEANN	\$ 63,094	\$ 825	\$ 63,919
RYAN, MELANIE	\$ 84,327	\$ 660	\$ 84,987
RYAN, SHELLI-AN	\$ 87,155	\$ 24,291	\$ 111,447
RZEPKA, LAURIE	\$ 2,460	\$ -	\$ 2,460
SAAD, NICOLE	\$ 61,260	\$ 396	\$ 61,656
SABILLON, NORA	\$ 16,161	\$ 91	\$ 16,252
SACRAMONE-GREENE, DONNA	\$ 75,664	\$ 743	\$ 76,407
SADLER, SHEILA	\$ 90,343	\$ 564	\$ 90,906
SARCIONE, KRISTI	\$ 87,616	\$ -	\$ 87,616
SAUNDERS, DIANA	\$ 4,788	\$ -	\$ 4,788
SAUNDERS, PAUL	\$ 6,919	\$ -	\$ 6,919
SAUNDERS, WILLIAM	\$ 18,946	\$ -	\$ 18,946
SCARPA, JADE	\$ 80,554	\$ 660	\$ 81,214
SCHILLE, VICTORIA	\$ 5,564	\$ -	\$ 5,564
SCHUTTE, KAYLA	\$ 76,504	\$ 165	\$ 76,669
SCIALDONE, KELLY	\$ 87,089	\$ -	\$ 87,089
SCIARAPPA, CATHERINE	\$ 915	\$ -	\$ 915
SCIUCCO, CHRISTINA	\$ 30,160	\$ 2,220	\$ 32,380
SCOPPA, TAYLOR	\$ 42,659	\$ 66	\$ 42,725
SCOTT, SHAWN	\$ 3,658	\$ -	\$ 3,658
SCULLY, MARGARET	\$ 87,191	\$ 330	\$ 87,521
SELISSEN, JEANNE	\$ 89,350	\$ 65	\$ 89,415
SHAIKH, ASIYA	\$ 2,006	\$ -	\$ 2,006
SHAO, DAN	\$ 92,034	\$ 1,837	\$ 93,871

NAME	BASE	OTHER	TOTAL
SHARP, GARTH	\$ 6,338	\$ -	\$ 6,338
SHEAHAN, KRISTINA	\$ 90,763	\$ 165	\$ 90,928
SHEEHAN, MICHELLE	\$ 17,153	\$ -	\$ 17,153
SHIMKUS, JAMES	\$ 47,730	\$ 4,858	\$ 52,588
SHIRKOFF, PAMELA	\$ 100,381	\$ 10,522	\$ 110,903
SHIRKOFF, ROBERT	\$ 96,895	\$ 2,316	\$ 99,211
SILVA, CHERYL	\$ 28,916	\$ 1,101	\$ 30,017
SILVA-COUTURE, TIMOTHY	\$ 9,585	\$ 400	\$ 9,985
SILVAGNI, GABRIELLA	\$ 42,659	\$ 149	\$ 42,808
SILVERIO, MICHELLE	\$ 77,182	\$ 4,525	\$ 81,707
SIMIONE, JACQUELYN	\$ 81,232	\$ 99	\$ 81,331
SIMPSON, JESSICA	\$ 59,540	\$ 165	\$ 59,705
SINCLAIR, ELAINE	\$ 88,850	\$ 2,994	\$ 91,844
SKAALAND, CARINA	\$ 26,908	\$ 71	\$ 26,979
SMALLIDGE, NICOLE	\$ 94,476	\$ 3,741	\$ 98,217
SMITH, CHRISTINE	\$ 84,364	\$ 8,025	\$ 92,389
SMITH, MARIE	\$ 84,327	\$ 3,367	\$ 87,694
SMITH, RETTA	\$ 2,025	\$ -	\$ 2,025
SMITH, TRACY	\$ 2,643	\$ -	\$ 2,643
SMITH-DOCKHAM, ALISSA	\$ 84,500	\$ 4,011	\$ 88,511
SOCCI, MARIA	\$ 15,462	\$ -	\$ 15,462
SOKOL, SUSAN	\$ 19,660	\$ 2,732	\$ 22,392
SOMERVILLE, MELANIE	\$ 4,095	\$ -	\$ 4,095
SORDILLO, DENISE	\$ 3,964	\$ -	\$ 3,964
SOUDER, CHRISTINA	\$ 8,998	\$ -	\$ 8,998
SOUZA, BRITTNEY	\$ 5,833	\$ -	\$ 5,833
SOUZA, FLORENCE	\$ 89,850	\$ 33	\$ 89,883
SPATOLA, ASHLEY	\$ 79,561	\$ 99	\$ 79,660
SPENCER, TAMA	\$ 3,604	\$ -	\$ 3,604
SPEZZANO, LORI	\$ 30,319	\$ 2,345	\$ 32,664
SPICER, LAUREN	\$ 70,624	\$ 644	\$ 71,268
SPIEGEL, ZACHARY	\$ 20,430	\$ -	\$ 20,430
SPOLEN, SUSAN	\$ 57,795	\$ 8,880	\$ 66,675
SPONZO, JODI	\$ 79,434	\$ 2,318	\$ 81,752
STACK, CATHERINE	\$ 86,281	\$ 660	\$ 86,941
STADTMAN, JOHN	\$ 2,333	\$ -	\$ 2,333
STAMP, JASON	\$ 125,692	\$ -	\$ 125,692
STANIEICH, CATHERINE	\$ 24,919	\$ 66	\$ 24,984
STAPLES, KATHERINE	\$ 16,822	\$ 385	\$ 17,207
STAPLES, RICHARD	\$ 89,614	\$ 390	\$ 90,004

NAME	BASE	OTHER	TOTAL
STARKEY, DARYN	\$ 61,947	\$ 5,610	\$ 67,557
STAVROS, JOCELYN	\$ 936	\$ -	\$ 936
STEIN, DAVID	\$ 1,260	\$ -	\$ 1,260
STEWART, LOREN	\$ 20,434	\$ 160	\$ 20,594
STOKES, EDWARD	\$ 2,469	\$ -	\$ 2,469
STOKES, KAITLYN	\$ 3,724	\$ -	\$ 3,724
STONE, KIMBERLY	\$ 91,114	\$ 495	\$ 91,609
STRICKLER, CHRISTINE	\$ 84,819	\$ 1,767	\$ 86,586
STRICKLER, JULIA	\$ 1,742	\$ -	\$ 1,742
STRONACH, RICHARD	\$ 51,930	\$ 25,315	\$ 77,245
SULLIVAN, ASHLEY	\$ 86,945	\$ 5,734	\$ 92,679
SULLIVAN, BARRY	\$ 47,840	\$ 438	\$ 48,278
SULLIVAN, JAMES	\$ 85,827	\$ 7,334	\$ 93,161
SULLIVAN, KEITH	\$ 2,800	\$ -	\$ 2,800
SULLIVAN, LAURA	\$ 24,327	\$ 352	\$ 24,679
SULLIVAN, MARIA	\$ 2,014	\$ -	\$ 2,014
SURRAN, KATHLEEN	\$ 1,800	\$ -	\$ 1,800
SUTHERBY, MICHAEL	\$ 1,870	\$ -	\$ 1,870
SUTHERLAND, LISA	\$ 4,321	\$ -	\$ 4,321
SUVARNA, LATHIKA	\$ 2,421	\$ -	\$ 2,421
SWANSON, ERIN	\$ 76,957	\$ 1,287	\$ 78,245
SWEETAPPLE, EMMA	\$ 66,800	\$ 3,276	\$ 70,076
SWETT, SUSAN	\$ 1,050	\$ -	\$ 1,050
SYLVESTER, BRAD	\$ 6,491	\$ -	\$ 6,491
SZUM, LAURA	\$ 86,699	\$ 1,304	\$ 88,003
TAGGART, ELIZABETH	\$ 880	\$ -	\$ 880
TAGGART, JULIE	\$ 85,110	\$ 297	\$ 85,407
TARIRA, GLADYS	\$ 5,926	\$ -	\$ 5,926
TARPEY, DEREK	\$ 2,100	\$ -	\$ 2,100
TARR, ALLISON	\$ 7,181	\$ 4,664	\$ 11,846
TASSONE, JOSEPH	\$ 1,710	\$ -	\$ 1,710
TAVANTZIS, SAMANTHA	\$ 79,971	\$ 6,163	\$ 86,134
TAYLOR, ALICIA	\$ 24,427	\$ 425	\$ 24,852
TERRY, KIM	\$ 86,699	\$ 495	\$ 87,194
TETRAULT, LAURA	\$ 6,098	\$ -	\$ 6,098
THARRETT, CANDACE	\$ 84,827	\$ 15,990	\$ 100,817
THAYAAPARAN, SUGARNA	\$ 3,235	\$ 200	\$ 3,435
THEISEN, ANNE	\$ 21,378	\$ 8,297	\$ 29,675
THERIAULT-REGAN, BRENDA	\$ 159,317	\$ 3,922	\$ 163,239
THIBAUT, MAUREEN	\$ 14,396	\$ -	\$ 14,396

NAME	BASE	OTHER	TOTAL
THORNE, MICHAELA	\$ 670	\$ -	\$ 670
THUILLIER, PETER	\$ 52,430	\$ 29,258	\$ 81,688
TIERNEY, LAUREN	\$ 72,329	\$ 802	\$ 73,131
TIERNEY, MARYBETH	\$ 28,266	\$ 149	\$ 28,415
TIRABASSI, MELANIE	\$ 42,366	\$ -	\$ 42,366
TOGNARELLI, MELISSA	\$ 2,164	\$ -	\$ 2,164
TORNAME, NANCY	\$ 13,998	\$ -	\$ 13,998
TORRA, TRACY	\$ 1,690	\$ -	\$ 1,690
TOUPIN, STEPHANIE	\$ 7,625	\$ -	\$ 7,625
TRAMONTE, LISA	\$ 77,086	\$ 2,806	\$ 79,892
TRANT, TIFFANY	\$ 92,657	\$ 220	\$ 92,877
TREVOR, ALYSE	\$ 70,976	\$ 145	\$ 71,121
TROWBRIDGE, CRISTIN	\$ 1,324	\$ -	\$ 1,324
TRUDEAU, SUSANNE	\$ 10,015	\$ -	\$ 10,015
TRYDER, TINA	\$ 3,015	\$ -	\$ 3,015
TSAKALAKOS, SARAH	\$ 87,089	\$ 7,440	\$ 94,529
TUCCINARDI, BRIANNA	\$ 70,652	\$ 1,514	\$ 72,166
TUMMINELLI, CORY	\$ 1,870	\$ -	\$ 1,870
VALCOURT, KRISTINA	\$ 67,052	\$ 3,604	\$ 70,656
VENTURA, CATHERINE	\$ 100,772	\$ 966	\$ 101,738
VERA, ESTHER	\$ 1,950	\$ -	\$ 1,950
VIEIRA, MARIA ISABEL	\$ 744	\$ -	\$ 744
VISCIONE, JULIANA	\$ 35,394	\$ 312	\$ 35,706
WAHL, YUMIKO	\$ 8,256	\$ -	\$ 8,256
WALDRON, SEAN	\$ 66,437	\$ 1,155	\$ 67,592
WALKER, KERRY	\$ 2,335	\$ -	\$ 2,335
WALLACE, JOY	\$ 40,743	\$ 868	\$ 41,611
WALLACE, KATHRYN	\$ 12,462	\$ 8,802	\$ 21,264
WALSH, ELAINE	\$ 40,275	\$ -	\$ 40,275
WALSH, JAMES	\$ 35,625	\$ 312	\$ 35,937
WALSH, KERI	\$ 2,853	\$ -	\$ 2,853
WALSH, SARA	\$ 86,245	\$ 913	\$ 87,158
WALSH, SUSAN	\$ 29,190	\$ -	\$ 29,190
WANG, AI	\$ 2,040	\$ -	\$ 2,040
WATANABE, KRISTEN	\$ 5,546	\$ -	\$ 5,546
WAYNE, TYLER	\$ 5,800	\$ -	\$ 5,800
WEESE, BRET	\$ 66,181	\$ 12,295	\$ 78,476
WEIDKNECHT, MARGUERITE	\$ 60,753	\$ 6,520	\$ 67,273
WEIR, JOHN	\$ 126,676	\$ 2,780	\$ 129,456
WEITZ, MARK	\$ 1,637	\$ -	\$ 1,637

NAME	BASE	OTHER	TOTAL
WELCH, CHRISTINE	\$ 86,117	\$ -	\$ 86,117
WELCH, KELLYN	\$ 78,650	\$ 7,064	\$ 85,714
WELCH, PATRICIA	\$ 50,588	\$ 4,592	\$ 55,180
WEST, ERIC	\$ 42,537	\$ 26,892	\$ 69,429
WHITE, HENRY	\$ 1,260	\$ -	\$ 1,260
WHITE, LINDSEY	\$ 72,216	\$ 4,886	\$ 77,102
WHITEHOUSE, PATRICIA	\$ 29,746	\$ 11,192	\$ 40,938
WHITMAN, MARTHA	\$ 286	\$ -	\$ 286
WHYNOT-PARTHUM, ANN	\$ 91,287	\$ 1,750	\$ 93,036
WILKEY, JESSICA	\$ 3,604	\$ -	\$ 3,604
WILLIAMS, CARRIE-ANN	\$ 8,972	\$ -	\$ 8,972
WILLIAMS, LAURA	\$ 86,089	\$ -	\$ 86,089
WILSON, SCOTT	\$ 6,666	\$ -	\$ 6,666
WINN, PAIGE	\$ 22,465	\$ 7,636	\$ 30,101
WON, JASMINE	\$ 632	\$ -	\$ 632
WRIGHT, ANDREA	\$ 4,163	\$ 200	\$ 4,363
WROBEL, SHELLEY	\$ 85,827	\$ 5,410	\$ 91,237
WURST, GRETCHEN	\$ 56	\$ -	\$ 56
YORE, SARAH	\$ 92,375	\$ 1,155	\$ 93,530
YOUNG, PATTI-ANN	\$ 57,221	\$ -	\$ 57,221
ZAKI, NANCY	\$ 83,013	\$ 1,823	\$ 84,836
ZALE, REBECCA	\$ 4,290	\$ -	\$ 4,290
ZAREMBA, SHARON	\$ 40,743	\$ 3,403	\$ 44,146
ZAROULIS, JENNIFER	\$ 87,589	\$ 2,841	\$ 90,430
ZBIEG, RICHARD	\$ 54,413	\$ -	\$ 54,413
ZIER, MARY ELLEN	\$ 20,429	\$ 111	\$ 20,540
ZIMMERMAN, JAY	\$ 66,437	\$ -	\$ 66,437
ZUCCO, ERNEST	\$ 84,827	\$ 3,126	\$ 87,953
ZULLO, LISA	\$ 87,731	\$ 1,774	\$ 89,504
ZWIREK, NICOLE	\$ 92,548	\$ 3,255	\$ 95,803

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVTHSD) is pleased to submit its 2021 Annual Report to the citizens of Bedford, Billerica, Burlington, Tewksbury, and Wilmington. Located on Cook Street in Billerica next to the towns of Burlington and Wilmington, the school celebrated its 51th anniversary this year, perpetuating the highest quality in vocational technical education to area youth and residents.

The representatives of the 10-member Regional School Committee that governs the District are: Nancy Asbedian and Brian O'Donnell from Bedford; Ronald Fusco, Vice Chair and Taryn Gillis, Treasurer from Billerica; Christine Kim and Kent Moffatt, Secretary, from Burlington; Patricia W. Meuse, Chair, and Cheryl Bartolone from Tewksbury; and Robert G. Peterson and Charles Fiore from Wilmington. Bradford Jackson began his tenure as Superintendent/Director of the District in July of 2020.

Shawsheen Valley Technical High School (SVTHS) is one of twenty-six (26) regional vocational technical school districts in Massachusetts. One thousand three hundred and eighteen (1,318) high school students were reported to the Department of Elementary and Secondary education (DESE) in SVTHS's high school foundation enrollment in October of 2021, and more than 400 adults participated in the school's various adult and continuing education courses.

The SVTHS faculty is an exceptional group of talented academic and vocational-technical educators who are highly qualified to teach in their respective disciplines and occupational areas. SVTHS employs one hundred forty-five (145) full-time teachers as well as thirteen (13) paraprofessionals. Of those full-time teachers, ten (10) are department chairs and eighteen (18) are lead teachers. All SVTHS teachers exhibit the character, health, personality, and professional competency worthy of serving the needs of District students.

Post-Secondary Preparedness & Student Achievements

2021 was a challenging year for students and staff due to the issues associated with the COVID-19 pandemic. School schedules and routines were completely transformed to accommodate social distancing requirements and remote learning became an essential component of keeping students engaged with their learning. We are proud of the incredible resilience, flexibility, and adaptability that all members of the Shawsheen community exhibited during this time, especially our students. In the face of the many changes and challenges that occurred this year, the achievements of our students feel more important and impressive than ever.

Post-Secondary Plans of Graduates. In June of 2021, SVTHS graduated 313 seniors. Fifty-four percent (54%) of the graduates planned to attend a two- or four-year college or other post-secondary schooling in the fall. Thirty-five percent (35%) of the graduates intended to continue working in their trade or another pathway, and four percent (4%) of graduating seniors planned to enlist in the military.

Scholarships and Awards. One hundred fifty-four (154) scholarships were distributed to seventy-six (76) students in the Class of 2021 totaling \$144,300. Twenty-three (23) members of the Class of 2021 were members of the National Honor Society (NHS) and the National Vocational Technical Honor Society.

Cooperative Education Program. At the conclusion of the 2021 school year, fifty-eight percent (58%) of eligible seniors participated in the district's Cooperative Education Program (Co-Op). Students were employed in positions related to their Chapter 74 vocational-technical programs by 154 local employers.

Student Mental Health and Wellness. At SVTHS we recognize the importance of supporting students' mental health needs. In 2019, we deepened our commitment to this belief by adding a School Adjustment Counselor position to our staff. In 2020, we further increased supports with the addition of a second School Psychologist position and a second School Nurse (RN) position. Since then, students' mental health needs have continued to increase due to the COVID-19 pandemic. In 2021, we added a second School Adjustment Counselor position and re-structured roles in the Guidance office to make an additional staff member available to provide services as a School Adjustment Counselor fifty-percent (50%) of the time.

High School Completion. The high school completion portion of the accountability report consists of three measures: the four-year cohort graduation rate; five-year graduation rate; and dropout rate. SVTHS continued to exhibit some of the highest graduation rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2020 as the most recent year for the four-year cohort graduation rate and 2019 as the most recent year for the five-year graduation rate as follows: four-year cohort graduation rate: 97.3%; five-year graduation rate: 98.7%

SVTHS continued to exhibit one of the lowest dropout rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2020 as the most recent year for the annual dropout rate as follows: annual dropout rate: 0.2%.

Concurrent Enrollment. SVTHS further expanded student access to concurrent enrollment courses at the start of the 2021-2022 school year with the addition of two additional courses: Calculus I for Science and Engineering; and Intro to Chemistry. This is in addition to three concurrent courses already offered: English Composition I; Statistics; and American Government. Students enrolled in these courses are able to earn college credit from Middlesex Community College before they graduate from high school and those credits can be transferred to other institutions, depending on where students choose to enroll in post-secondary study.

Adams Scholars. The Department of Elementary and Secondary Education recognized the achievements of Shawsheen's senior class on the MCAS exams by naming eighty-five (85) recipients of the John and Abigail Adams Scholarship Award.

Support Services

The SVTHS Support Services Department provides IEP services for students with disabilities for approximately 365 students comprising nearly twenty-seven percent (27%) of our student body. The most frequently occurring area of need is in the category of Specific Learning Disability, indicating that a history of academic difficulty existed prior to students' arrival at Shawsheen. Nevertheless, SVTHS has a strong graduation rate of students with disabilities with one hundred percent (100%) of seniors graduating in June 2021. This compares to a state average of approximately seventy-three percent (73%) for students with disabilities.

Since the fall of 2020, Shawsheen was approved to be a school-wide Title 1 school. All students, including students with disabilities, have the opportunity to receive targeted instruction and intervention in core subject areas.

This year, ninety-four percent (94%) of freshman students with disabilities passed their 9th grade classes. For upperclassmen in grades 11 and 12, thirty-two percent (32%) of students with disabilities completed advanced courses. All students with disabilities in the class of 2021 have met graduation competency in Math and English as outlined by the state. These results occurred due to a full team-effort on the part of Academic, Vocational/Technical, and Support Services staff to address the needs of our population of students with disabilities. Students who initially experience difficulty passing one or more of the MCAS exams eventually attain graduation status through the district's MCAS remediation programs and re-taking the examination.

Students with disabilities continue to have full access and participation in cooperative education, as well as all extra-curricular activities such as sports teams, SkillsUSA, and after school clubs. Parents of special education students at SVTHS are highly involved in the IEP Team process, with parent attendance at IEP team meetings approaching one-hundred percent (100%). Every effort is made to accommodate parent requests for IEP Team meeting dates to ensure their participation. Prior to the IEP Team meeting, parents provide input for current concerns regarding their student's educational progress. Responses are documented in the IEP and an IEP proposal is created at the team meeting allowing parents to fully participate in the IEP development and understand all the elements of the IEP.

Educational Technology

The Educational Technology Department focuses on the operational and educational functions for the District. The ongoing Covid-19 pandemic created many challenges for Ed Tech. During the 2021 school year, the District transitioned to remote learning for academic weeks only, resulting in the Department mobilizing quickly to deliver instruction to students. To ensure a successful transition to on-line learning, the Ed Tech Department developed a new process to distribute and collect laptops, expanded on-line resources to support virtual learning and provided just-in-time professional development and remote technical support for students and staff.

Community outreach for current and prospective students and parents continued by providing virtual informational sessions using Microsoft Teams Live Event. These virtual events were recorded and posted to Shawsheen's website for easily accessibility. Teachers embraced digital learning and developed a deeper understanding of how digital tools can support all learners. A Digital Learning Professional Development committee was formed and recommendations for potential professional development were created to increase the teachers' proficiency levels for the 2022 school year.

Community Engagement

Adult Evening School. The Adult Evening School offers a variety of vocational/technical courses for adults interested in expanding their knowledge and skills for the 21st century workplace. Programs include adult education enrichment programs, certificate-based and licensing trade programs, and workforce development initiatives; all are designed to help people develop or improve job training skills and enhance the quality of life for residents in our communities. Programs were scaled back severely in FY21 due to the pandemic, but most of the technical licensing courses remained available through virtual platforms like Zoom. Programming is offered during two semesters from September to June, and classes typically include classes in business and computer applications, culinary arts, practical home repair, photography, metal working, and more. Program catalogs are sent home to residents in Shawsheen's school district, which also serves as a marketing publication for the school. For registration materials or general information, interested residents should contact the Director of Community Services and Workforce Development.

MassHire and Workforce Development Training. Shawsheen Valley Technical High School continues to explore and expand its collaboration with our local workforce and career development agencies to support the statewide initiatives to fuel job growth and address employer demand for talent, and to continue to strengthen the Massachusetts economy. This past year, Shawsheen Tech held its third innovative Advanced Manufacturing Training Program in the field of welding, for unemployed and underemployed adults in the evening. This was a response to an emerging skill gap challenge identified in the district's regional labor market blueprint. Programs will continue to be developed this current school year, in accordance with federal and state funding initiatives to upskill the workforce that has changed due to the pandemic. For registration materials or general information, interested residents should contact the Director of Community Services and Workforce Development.

Billerica House of Correction. Shawsheen Valley Technical High School continues to collaborate with the Middlesex Sheriff's Office (MSO) and the Billerica House of Correction (BHOC), through the Director of Community Services & Workforce Development. With the established Culinary Arts program, we are always looking to explore and expand our educational partnerships to incarcerated participants and returning citizens to assist in providing technical training and skill development. This program did not run in 2021 due to the pandemic.

School of Practical Nursing. The Shawsheen Valley School of Practical Nursing remained live during the school year 2020-2021. We graduated 15 students in June 2021. All fifteen completed the 540 live clinical hours required to graduate. Close to 900 graduates have entered the workforce as Licensed Practical Nurses since the program graduated its first class in 1995. All graduates of the class of 2020 have passed NCLEX-PN and are employed. Residents interested in applying should contact the Coordinator of the School of Practical Nursing or visit www.shawsheenpracticalnursing.com.

Summer at Shawsheen. SVTHS hosted its 6th annual "Summer at Shawsheen" program amid the obstacles imposed by the Covid-19 pandemic. This program provided students in our member towns with a variety of summer learning opportunities, sports-based clinics, STEM-based classes, vocational-technical courses, academic and test-prep classes, and enrichment courses for students entering grades 5-12. Individuals seeking summer program information should contact the Summer Programming Coordinator or the Director of Community Services and Workforce Development.

Project Explore. Due to the pandemic, Project Explore was not offered in 2021. The program is scheduled to run January-March 2022. Project Explore is a free, quality after-school program offered to 7th grade students who reside in the Shawsheen Valley Technical High School District. It provides a great opportunity for students to visit Shawsheen and explore 6 of the 20 different vocational-technical programs. Each sending town is assigned a three-week session of programming, and busing is provided from the middle schools to Shawsheen, and then to a few local stops at the conclusion of the program. Postcards have been mailed to each 7th grade in-district student, and middle schools have been given promotional material. Registration is online at shawsheentech.org. This is a pivotal recruitment opportunity for Shawsheen, while providing career exploration

at an earlier age. For registration materials or general information, interested residents should contact the Director of Community Services and Workforce Development.

Aquatics and Swim Program. Our recently renovated Kenneth L. Buffum Pool was closed for most programs such as family swim, lap swim, water aerobics, and swim lessons for most of the year due to the global pandemic. The facility has been cleaned, disinfected, and is adhering to all state and local guidelines. As a result, our Summer and Fall swim lessons programs have returned and both sessions were completely sold out. This fall our Community Lap Swim has re-opened with hopes that Family Swim will resume after the New Year. Individuals seeking swim program information should contact the Aquatics Director at jtildsley@shawtech.org.

Athletics

Athletic Achievements. Student athletes experienced impressive success during the COVID 19- influenced 2021 calendar year which included for the first time ever, four separate seasons: Winter, Fall 2, Spring and this past Fall season. League championships were held only for the Winter, Fall 2 and Spring seasons, which were won by Girls Basketball, Wrestling, Baseball and Tennis. This past Fall season, CAC League titles were won by Golf and Football Cheerleading. Football Cheerleading also won the State Vocational Championship. The success of the athletic program resulted in being awarded the Boston Globe's prestigious Walter Markham award; which is given to the vocational school with the highest combined winning percentage of all the Varsity Boys, Girls and Co-ed sports. Dozens of student athletes were honored with league All Star recognition.

The pinnacle of Shawsheen's athletic year was the ceremony dedicating our gymnasium in honor of our Hall of Fame Wrestling coach Mark S. "Dunnie" Donovan. The dedication is a tribute to the decades of leadership that impacted the lives of thousands of student-athletes.

Vocational/Technical Programs

Construction Cluster

School year 2021 for the four construction programs – Carpentry, Electricity, Masonry & Tile Setting and Plumbing – were very limited in sharing partnerships or creating arrangements for construction projects throughout the communities. The COVID-19 pandemic had an extremely negative impact and social distancing guidelines deprived our students of that valuable experience of doing relevant project-based community jobs. The Construction Cluster was able to complete the following in-house school projects that provided opportunities for collaboration and additional training and development not found in a classroom. A junior Masonry student won a gold medal at the SKillsUSA State competition.

- Patio Project Outside of Cafeteria – Masonry & Tile Setting
- Installation of Drinking Fountains with Bottle Filler – Plumbing
- Stadium Toilet Facility Project – Plumbing & Carpentry
- Stone Zoo's annual ZooLights Winter Wonderland project – Carpentry built a mini-display house in collaboration with Design & Visual Communications

Manufacturing Cluster

Electronics/Engineering Technology. The freshmen draw was an incredible response to the rebranding of the program through the integration of the Chapter 74 Electronics and Engineering frameworks. The program's numbers exploded with final placement first choices of 21, second choices of 14 and third choices of 17. With the new instructional strategies, projects, and attention to detail, the program became one of the most competitive shops-of-choice. Currently there are 16 sophomores enrolled with a maximum capacity for 18. The equipment, instruments, tools, curriculum, and consumables received through the Massachusetts Skills Capital Grant will provide quality engineering education to students for years to come. Expansion will continue, seeking relevant and rigorous curriculum on topics such as automation, robotics, mechanics, and electronics to keep up with industry trends. Presently another grant is being written seeking additional funds through MSCG, requesting Industry 4.0 equipment. Many of the senior students are participating in the Cooperative Education program.

Drafting. Even during the COVID-19 pandemic, all seniors students participated in the cooperative education program. These experiences were quite a testament to the students' ability to find work and add value to a variety of companies throughout our district. Companies ranged from Analog Devices to smaller design and build companies like Watson Brothers Architectural. The junior Drafting students worked collaboratively with the Metal Fabrication & Joining Technologies students and the Advanced Manufacturing Technology students to create and build a specially designed hockey sled for a young man with disabilities. This type of design and build project is an example of students collaborating with other programs while incorporating relevant project-based learning. This project also culminated with meeting the young man and his family at the local Ristuccia Ice Rink to try out the newly designed hockey sleds. In the yearly SkillsUSA competition, an Automated Manufacturing team collected a gold medal at the District's Skills competition and a silver medal at the State Skills competition. The team consisted of a Drafting student and two Advanced Manufacturing Technology students.

Advanced Manufacturing Technology. General Industry OSHA 10-Hour training and Manufacturing Advancement Center Workforce Innovation Collaborative (MACWIC) Level 1 certifications continue to be achieved by the upper classmen. Eighty-five percent (85%) of seniors are participating in the cooperative education program. Collaboration with other programs has expanded, benefiting students' learning in development of higher-level thinking, oral communication, and self-management. A portable coordinate measuring machine (CMM) has been approved for purchase. In the yearly SkillsUSA competition, an Automated Manufacturing team collected a gold medal at the Districts Skills competition and a silver medal at the State Skills competition. The team consisted of a Drafting student and two Advanced Manufacturing Technology students.

Transportation / Product Development Cluster

Automotive Collision Repair and Refinishing. The I-Car curriculum continues to provide invaluable instruction curriculum and materials that engage project-based activities that students embrace. Many of these activities meet the rapidly changing needs of the Auto-Collision industry. The program currently has one hundred percent (100%) of the seniors participating in the cooperative education program. Students continue to use online I-CAR training for industry recognized training and certificates, as well as SP2 for industry safety training. A strong partnership with Jack's Used Auto Parts has been beneficial, allowing students to disassemble vehicles of various makes and models.

Automotive Technology. Following safety guidelines and protocols the upperclassmen continued to work on faculty and customer vehicles to replicate real-world working conditions during the COVID-19 pandemic. All junior students obtained their OSHA 10-hour card as well as being prepared for the Environmental Protection Agency (EPA) 609 certification and ASE entry-level certifications. Teachers started the task of renewing the shop's Automotive Service Excellence (ASE) certification. During this challenging time of COVID-19, the program continued to attract a strong freshman enrollment. By offering a comprehensive curriculum of engine repair, chassis, electrical, brake systems, steering, and suspension we have prepared a high percentage of the seniors to participate in the cooperative education program at local dealerships and independent repair shops. In the SkillsUSA districts students won a gold and bronze medal in the Automotive Service Technology competition.

Culinary Arts/Hospitality Management. Fifty years and counting, the menus might have changed but the Culinary Arts program continues to serve its staff and the community with healthy nutritious meals and luscious dessert options. Due to COVID-19, the Rams' Dining Room was closed to the public, but the program adapted to the times creating a "curb-side pickup" option. This arrangement promoted community service and a true caring for our neighbors as well as restoring a fully operational kitchen environment for the students to refine or perfect their skills. One positive element of COVID-19 was the rise in job opportunities within the industry for the students. The participation in the cooperative education experience has never been higher.

Metal Fabrication & Joining Technologies. COVID-19 provided the opportunity for teachers and students to navigate the adversity of remote learning, utilizing online platforms of ToolingU, an online curriculum that partnered with Lincoln Electric in an effort to keep students engaged with state-of-the-art industry standards. To accommodate social distancing and maintain a safe environment, the workstations were altered and equipment was realigned. These modifications created surroundings that were conducive to allowing full exploratory cycles, in turn welcoming eighteen permanent freshmen to the program. With various raw materials students have designed and built numerous projects for the community and the district.

Projects included structures and decorations for the Stone Zoo's annual ZooLights Winter Wonderland, railings for the new cafeteria patio, and multiple repairs to several on-campus equipment and parts. The Program's new addition of an engine driven welder/generator will make future projects on campus much more relatable to real world applications. A Metal Fabrication senior took home a Gold Medal in the SkillsUSA districts conference for the Welding Sculpture competition.

Heating, Ventilation, Air Conditioning & Refrigeration. Additional commercial and residential projects have been added to the curriculum. Students built and installed a commercial water tower chiller that now allows multiple light commercial cooling systems to be installed and used for troubleshooting H₂O and heating coil applications. Keeping up with industry innovations, several state-of-the-art mini-ductless splits, integrated controls, and the latest technology have been implemented into different project-based activities. Ninety-three percent of the senior class is participating in the cooperative education program. Workplace Safety Programs are still paramount as students continue to achieve their safety credentials that include EPA Section 608 Technician, Construction OSHA 10-hour, and Hot Work certifications.

Arts, Communication and Technology Cluster

Design and Visual Communications. A high percentage of seniors continue their education at post-secondary institutions. Six students successfully completed a dual enrollment program at Montserrat College of Art earning three college credits. For the second year in a row a Design and Visual Communications student was the valedictorian, representing the class of 2021. The Design and Visual Communications Management & Entrepreneurship initiative continues to expand and offer self-employment opportunities to students who do not wish to go onto post-secondary art and design schools. This curriculum provides project-based activities for students to learn how to start their own trade-related business after graduation. Implementation of these lessons integrates a hybrid learning environment to support all students.

Graphic Communications. New equipment with the latest technology continues to be purchased to support the expansion of the program's curriculum and project-based activities. A Roland TrueVis SG2 printer/cutter and a Rollstoller flatbed applicator are the latest equipment to broaden students' skills sets as well helping beautify the school's environment with the final products. Students exhibited a strong showing in SkillsUSA where they received four silver medals and one bronze in the state competition, as well as a gold medal in Employment Application. Graphics was instrumental in designing, creating, and installing most of the COVID-19 safety printable signs and posters.

Information Support Services and Networking / Programming and Web Development. In keeping up with industry trends and recommendations from the Craft Advisory Board, the Program has updated and revised curriculum. Some of the development and growth of lessons included more programming in Java and C+ (for game and program development) Microsoft's Power BI, and cloud-based networking. All of these tasks have been augmented in multiple project-based activities. At the SkillsUSA State competition, an ISSN student won the gold medal, allowing him to compete in the Nationals competition where he placed 9th in the country! Because of increased enrollments over the last four years, plans are in the development phase to expand the program's footprint. The update will include furniture and equipment to maintain the high standards that the students have come to expect and have also earned.

Business Technology/Marketing. The craft advisory board's feedback and current trends have reinforced the skills and technology being implemented within the program. Through project-based activities and the integration of instructional strategies, students can acquire certifications in Microsoft Office applications including Excel, PowerPoint, Word and Outlook. Advanced curriculum accreditations include Google Advertising, Microsoft Access, and Intuit QuickBooks Accounting. Seven students were invited to compete in the Microsoft Office Specialist U.S. National Championship – invitations are extended to students earning the top scores in Massachusetts. Our program has been experiencing much success with the GMetrix learning platform; students are able to learn, practice and certify in industry-recognized software, realizing success at a faster pace with higher score results. Ninety-two percent (92%) of the seniors are participating in the cooperative education program. As is always the case in the dynamic world of business, the program has been adapting and evolving with technology.

Health Services

Cosmetology. By the spring of 2021, Governor Baker’s office allowed customers to return to salons. While implementing COVID-19 safety guidelines and protocols, the Cosmetology program was able to go back to work on live clients, an essential component of the curriculum. Special considerations were permitted from the Massachusetts Board of Cosmetology and Barbering to allow students to accumulate hours toward their Cosmetology licensure. Thirteen seniors graduated with a Massachusetts Class 1 Cosmetology license by the end of the school year and five are successfully participating in the cooperative education program at local salons. Eleven of the fifteen junior students have completed their 1000-hour training and will begin in the fall prepping for the State Board Exam. Certifications continue to be acquired by the upperclassmen, one hundred percent (100%) have completed the Covid-1 Barbicide and Milady Infection Control certificates for the industry. Plans to enlarge the footprint, update equipment, and increase technology of the program are in progress.

Dental Assisting. The program had 13 of the 15 senior students working on co-op in dental offices in the local community. Four students competed in dental assisting at the SkillsUSA District competition which was held at Shawsheen Valley Technical High School. One earned the Gold Medal and one the Silver Medal at the State Competition. A senior went onto the National Competition, which was held at Shawsheen virtually, where she won the Silver Medal. Some of the students have successfully passed the DANB National Certifications in RHS – Radiation Health and Safety and ICE – Infection Control exams. Many have become licensed as Dental Assistants, RDA Registered Dental Assistants for the State of Massachusetts, and are presently employed working as dental assistants.

Medical Assisting. The Medical Assisting Program is accredited by, and affiliated with, the AMT (American Medical Technologists). All senior students continue to gain valuable clinical experience through our Cooperative Education Program or externship at Lahey Hospital and Medical Center in Burlington. Through collaboration with our very active Craft Advisory Board and their recommendations, the program stays on top of state-of-the-art equipment and meets the needs of the current job market and potential employers. Currently, students are employed in medical offices such as Rheumatology and Internal Medicine, Pediatric Practices, as well as a Veterinary Clinic. The Program continues to expand its cooperative education employer list and its expansion to new clinical opportunities.

Health Assisting. The Health Assisting Program continues to offer bright prospects for students seeking rewarding careers, as ninety percent (90%) of the senior class participated in the cooperative education program. These students provided invaluable help during the pandemic working in rehabilitation, long term care centers and assisted living homes. One hundred percent (100%) of the junior class passed the Certified Nursing Assistant (CNA). Many of the students also medaled at the SkillsUSA state competition, where they were awarded a Silver medal for First Aid CPR, a Silver medal for Nurse Assisting, and a Bronze medal in the Health Know Bowl.

Miscellaneous

Capital Budget / Perkins V Grant. The Carl D. Perkins Career and Technical Education Grant (Perkins IV) is critical to ensuring our programs meet the ever-changing needs of technologies and equipment. SVTHS was approved and received a total of \$97,160. This federal funding strengthened the following Career and Technical programs.

Health Assisting	Patient Simulator	\$10,217
Advanced Manufacturing Technology	Metal Cutting Bandsaw	\$14,882
Carpentry	Vertical Bandsaw	\$6,794
Electricity	Hydraulic Conduit Bender	\$16,701
Heating, Ventilation, Air Conditioning & Refrigeration	Mini Ductless Splits	\$7,174
Metal Fabrication & Joining Technologies	Portable Welder	\$5,051
Metal Fabrication & Joining Technologies	Power Notches	\$14,485
Masonry & Tile Setting	Trailer	\$7,356
Graphic Communications	Printer	\$14,500

SkillsUSA Massachusetts. SkillsUSA is a partnership with business and industry that provides opportunities for students to develop individually and improve teamwork, leadership and professional skills through education, training, service, and competition. With COVID-19 still being an ongoing global pandemic and the advent of the Delta variant, SVTHS decided to hold the State competition internally. On March 11, 2021, three different areas of the school were set up to accommodate one

hundred and forty-five (145) students participating in the SkillsUSA District Conference. Sixty-four (64) qualified for the State competition and out of those students forty (40) medals were achieved. Of those, seven (7) gold medals were awarded, sending those students to the National SkillsUSA competition. For the first time ever the 2021 SkillsUSA National Conference competitors competed virtually, in their homes, local business, and at their schools from June 7 to June 22.

Robotics Club. Students engaged in virtual VEX Robotics Competitions, presented by the Robotics Education & Competition Foundation. Due to the pandemic, most VEX Robotics Competitions transitioned to fully remote competitions, where Shawsheen was able to participate in two events. Our related room was transformed into a setting where the students could compete and record the entire competition. The first competition was the Virtual “Change-Up” Skills Event featuring fully remote judging based out of New York, with teams from all over the world competing in this event. Our teams were extremely competitive and placed 10th and 11th overall. The next competition was the Southern New England Championship, where our teams placed 8th and 27th out of 37 teams. In addition to the club competitions, two of the club members participated in the SkillsUSA Mobile Robotics competition at the district, state, and national levels.

e-sports: (a.k.a. electronic sports) eSports is a form of competition using video games which often takes the form of organized, multiplayer video game competitions, particularly between professional players, individually or as teams. SVTHS is in its fourth year of having Massachusetts-recognized varsity level eSports teams. The varsity program expanded to three games over two leagues and had over seventy-five (75) participants; the leagues are regional and state. Games played are: League of Legends (state and regional), Rocket League (regional) and Smash Ultimate (regional).

Conclusion and Acknowledgement

The SVTHS Committee, staff and students gratefully appreciate the support that they receive from the residents of the five-member District. The SVTHS family especially acknowledges the continued financial support of the local town managers, finance committees, and town meetings, who collectively ensure and perpetuate the highest quality in vocational/technical training opportunities for area youth.

The District is grateful for the significant contributions provided by SVTHS staff and employees and acknowledges the many contributions of the SVTHS staff who retired during 2021. Those retirees are: Joseph Barrett, Advanced Manufacturing Instructor; Margaret Costello, Culinary Instructor; Robert Galante, Information Support Services & Networking Instructor; Carol Geary, Comptroller; Richard Lavoie, Coop Coordinator; and Mary Jean Matarazzo, Business Technology Instructor.

Finally, it is essential that we acknowledge and remember our colleague, Mark Donovan, long-time Assistant Dean and legendary Shawsheen Wrestling Coach, who passed away after a hard-fought battle with cancer in October 2021. Throughout his 30-plus years at Shawsheen, Mark touched the lives of thousands of students, serving as a role model for many who needed a strong male presence in their lives. Mark was a fierce supporter of those who he identified as needing someone in their corner. As a colleague, Mark was adored as someone who was always eager to help a friend in need, or who despite his tough exterior, always offered kind words of encouragement. Mark Donovan was the soul of Shawsheen. He was loved and respected by all who knew him. His loss has been, and will continue to be, felt deeply and personally by the adults and students at Shawsheen.

COMMUNITY DEVELOPMENT

Community Development

Zoning Board of Appeals

Board of Health

Building Department

Conservation Commission

Planning Board

Community Preservation Committee

COMMUNITY DEVELOPMENT

The Community Development Department strives to manage and promote the highest quality of community engagement, respectful use, and protection of community open spaces. It regularly fosters sensible development by coordinating all land use matters in one department; providing information and creative recommendations based on sound planning practices; promoting and assisting sensible economic development; ensuring public health and safety by promoting programs that support healthy living and by enforcing applicable statutes, codes, bylaws, and regulations; protecting the environment through programs encouraging thoughtful use, appreciation, and education, as well as, conservation and wetland protection measures; and supporting other departments in enhancing the community's quality of life.

The Community Development Department consists of the following divisions: the Building Department, Board of Health Office, and the Planning and Conservation Office. Staff support is provided to five statutory boards: the Planning Board, Conservation Commission, Zoning Board of Appeals, Board of Health, and the Community Preservation Committee. Administrative support is also provided to the Local Housing Partnership, Green Committee, Historic Commission, and the Zoning Bylaw Committee.

There were some staffing changes in the Planning and Conservation Office in 2021. Those changes included Joseph Fontaine being hired as Conservation Agent after the departure of Stefania Gallo in August and Alexandra (Alex) Lowder being promoted to Community & Economic Development Planner to replace Anna McGinty in December. Alex Lowder served as Administrative Assistant to the office prior to her promotion and that position will be filled in 2022. Dawn Cathcart provided Recording Secretarial duties for the Planning Board and the Zoning Bylaw Committee until her departure for another community in December 2021. Melissa Johnson serves as Recording Secretary for the Conservation Commission and Zoning Board of Appeals.

Master Plan

The Town of Tewksbury's Master Plan was adopted by the Planning Board on September 15, 2003 and endorsed by the 2004 Annual Town Meeting. The Master Plan serves as the Town policy guidance document for future land use decisions. In 2016, the Planning Board finalized and accepted the update to the 2003 Master Plan. The Master Plan includes 138 action items across a broad range of topics and can be found at <https://www.tewksbury-ma.gov/planning-board/pages/master-plan>. Of the 138 action items, 48 have been completed or are in process, 20 are ongoing or on an as-needed basis. Below is a sampling of Master Plan activities that occurred in 2021:

No.	Master Plan Recommendation	Status
4.2.16	Work with MassDOT to conduct Roadway Safety Audits for high accident locations, particularly Salem Road at South Street. Implement corresponding actions in response to the findings.	Salem Road at South Street completed in 2021. Road Safety Audit conducted at North and East Street intersection.
4.2.22	Provide shelters, benches and bike racks at bus stops.	2021- 2 bus shelters installed
4.2.34	Pursue intersection improvements at Route 38 intersections as described in this Master Plan.	Main/ Pleasant St improvement project will be reviewed in early 2022 by MassDOT.
4.2.35	Pursue Route 38 improvements presented in the Route 38 Study in cooperation with MassDOT, such as regulating curb cuts and improved access management.	Rt. 38 Project from Colonial Drive to Old Boston Rd bid in Fall of 2021 and construction due to begin Spring of 2022.
4.2.46	Review amending the Zoning Bylaw and Planning Board Subdivision Rules and Regulations whereby commercial projects with no adjacent sidewalks or residential projects that opt for sidewalk waivers contribute to a fund to be used to expand the town-wide pedestrian and bicycle system. Also review a potential subdivision regulation change that could provide incentives for development of bike paths to eventually join a real network.	Zoning Bylaw rewrite defeated at 2021 Annual Town Meeting with 89 in favor and 47 opposed. Zoning Bylaw Committee worked on new draft in Fall 2021. Planning Board updated Subdivision Regulations September 2020
4.3.4	Continue to be proactive in maintaining and protecting existing affordable housing units.	. 21 unit affordable veterans housing project approved by Planning Board and will be added to the

		Town's Subsidized Housing Inventory
4-5-5	Mitigate point and non-point pollution through proper land management and agricultural practices, effective maintenance of motor vehicles, zoning and erosion control bylaws, and homeowner education.	New NPDES permit; Erosion control bylaw updated 2020. Town's Municipal Vulnerability Program Action Grant continuing work on stormwater.
4-5.8	Finalize any remaining cleanup on Rocco's Landfill site so that the full site, to the extent possible, can be utilized by the community.	Clean up is finalized. Solar farm being installed.
4-7.4	Consider renovating Public Works building.	Under design. Seeking funding at 2022 Annual Town Meeting.
4-7.7	Construct a new Central Fire Station.	Construction to be completed in Q1 of 2022.

Zoning Bylaw Committee

A public hearing was held by the Planning Board on April 12, 2021 to prepare for adoption at the 2021 Annual Town Meeting of the Zoning Bylaw rewrite. The article for the adoption of the bylaw was defeated as it did not reach the necessary two-thirds vote. Subsequently, the article for the updated zoning map was withdrawn. The Zoning Bylaw Committee met seven times in 2021 between September and December to review suggested revisions to the original 2021 Zoning Bylaw rewrite article. The Committee intends to submit the articles to a future town meeting warrant in 2022. Additional working meetings and public input sessions were conducted. The Committee members include Todd Johnson, James Mackey, Robert Fowler, Stephen Johnson, Richard Cuoco, and resident Erin Wortman, AICP. Staff support was provided by Steve Sadwick, Dawn Cathcart, Alex Lowder and Anna McGinty. The work of the Committee will address the following recommendations of the 2016 Master Plan:

No.	Master Plan Recommendation
4.1.1	Conduct a zoning audit and a comprehensive review and update of Tewksbury's Zoning Bylaw.
4.1.5	Update the Town's sign bylaw to better guide business owners.
4.1.11	Consider design standards for site plan review which the Planning Board can enforce. These may include architectural design, environmental performance standards, and landscaping and aesthetics.
4.1.13	Review uses allowed by right in the Limited Business District (LB) and the Office/Research District (OR).
4.2.11	Require developers to include sidewalks and bike facilities in new development or pay into a fund for future pedestrian and bicycle accommodation.
4.2.37	Minimize and strategically place curb cuts to minimize conflict points. Update the commercial zoning requirements to promote curb cut consolidation.
4.4.28	Continue to address land use conflicts/zoning revisions along East Street, and pursue zoning changes to provide additional retail services along Woburn Street, to support the office and industrial uses located along the corridor.
4.1.6	Revisit the Town's approach to zoning on Route 38 and consider supplementing or replacing the overlay framework with distinctive, workable base districts.
4.1.7	Establish well-developed buffering standards for all industrial areas, particularly along East Street.
4.4.5	Continue to focus on creating a traditional downtown area in the Town Center.
4.1.12	Consider developing a photovoltaic zoning bylaw to encourage such initiatives.
4.2.45	Assess parking regulations and adopt policies that encourage shared parking where appropriate.
4.1.8	Establish a light industrial zone for some of the areas currently zoned Highway Industrial.
4.1.9	Consider allowing convenience retail and various personal and business services in industrially zoned districts, i.e., modernize the Town's industrial district use regulations to meet contemporary standards for industrial and office parks.

Local Housing Partnership

The Local Housing Partnership met six times in 2021. At the October 13, 2021 meeting the members present voted to recommend to the Board of Selectmen to disband the committee. Nancy Reed, Greg Peters, Laura Caplan and Vincent Fratalia stated that they would be submitting their resignation from the committee.

The Partnership included Nancy Reed, Jake Brothers, Greg Peters, Laura Caplan, Melissa Maniscalco, Vincent Fratalia, Planning Board representative, James McMullen, Conservation Commission representative, and Anne-Marie Stronach, Selectmen representative.

Green Committee

The Green Committee continued to work on energy conservation projects through the State's Department of Energy Resources (DOER) Green Communities Division. In 2021, the Town was unsuccessful in its proposal to replace the current lighting in the Town Hall Annex with energy efficient LED lighting.

The Tewksbury Green Committee consists of Thomas Cooke, David Lochiatto, Anna McGinty, Vincent Bomal, and Jon Marchand.

Hazard Mitigation and Municipal Vulnerability Preparedness

On December 1, 2020, the Board of Selectmen voted to adopt the 2021 - 2026 Hazard Mitigation Plan (HMP) and Municipal Vulnerability Preparedness (MVP) Plan. The MVP Grant Program provides support for cities and towns in Massachusetts to begin the process of planning for climate change resiliency, and implement priority projects.

On July 14, 2021, the Town was notified that it was awarded a Municipal Vulnerability Preparedness (MVP) program Action Grant in the amount of \$193,935 to complete the project entitled "Stormwater Analysis for Nature-Based Solutions and Community Co-Benefits." The concept behind this project is to identify nature-based solutions for stormwater on town-owned land as well as look at opportunities for potential affordable housing locations. The Town has hired Weston and Sampson and the Merrimack River Watershed Council to assist in this project.

The Community Development Department had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments and citizens in 2022, enhancing the quality of life in the Town of Tewksbury.

Respectfully submitted:

Steven J. Sadwick, FAICP
Assistant Town Manager

ZONING BOARD OF APPEALS

The following is a breakdown of the activity on which the Tewksbury Board of Appeals acted during the year 2021:

13	Variations	12	Approved	1	Denied
6	Special Permits	6	Approved		
2	Variance Extension	2	Approved		
0	Comprehensive Permit				

I would like to thank the public for their interest in the Board's activity. I also wish to thank my fellow Board members and the Community Development Department for their time and efforts on behalf of the Board.

Respectfully submitted,
Nancy Rego, Chair
Zoning Board of Appeals

BOARD OF HEALTH & HEALTH DEPARTMENT

The Board of Health (Board) is pleased to submit the 2021 annual report. The Board is comprised of the following five (5) elected officials:

- Raymond Barry, Chairman;
- Robert Scarano, Vice Chair;
- Maria Zaroulis, Clerk;
- Charles Roux, Member;
- Anthony Boschetti, Member.

The Board of Health is charged with the protection of health and safety of Tewksbury. It is the Board's responsibility to develop and implement policies and to ensure the enforcement of state health and sanitary regulations. Meetings are held the 3rd Thursday of each month at Town Hall, 1009 Main Street, First Floor Main Hall.

The Board of Health's Mission is: "To protect the public and environmental health through health promotion initiatives, advising residents and businesses in compliance matters, and through fair and appropriate enforcement of local, state, and federal public health rules, regulations, bylaws and laws."

Team Members:	Shannon Gillis, R.S.	Director of Public Health
	Michele Grant	Health Agent
	Urvi Agarwalla, R.N.,B.S.	Public Health Nurse
	Lisa Hadge	Head Account Clerk
	Pamela Gorrasi-Thomas	Animal Inspector

The year 2021 started with the retirement of Health Director, Susan Sawyer after 5 years of service in the Town of Tewksbury. The Board wishes to acknowledge their appreciation for her dedication to the town during that time. The Health Agent, Shannon Gillis, was promoted to Health Director.

The Health Department's team members are dedicated; to serve the community, to apply their knowledge of public health for the good of the town and to be fair when applying the law and regulations of the Commonwealth and the department's procedures.

The inspectional program led by our new Health Agent, Michele Grant, conducts required, routine and complaint-driven environmental inspections that include food establishments, rental housing, semi-public swimming pools, sources of filth and nuisance, tattoo establishments and more. The nurse conducts communicable disease follow-up with town residents, foodborne illness investigations and tuberculosis monitoring and control. The department staff works together to provide education on a variety of current public health issues and develop of related programs. Lisa Hadge, Head Account Clerk, shoulders the supportive duties for all health department staff needs, permitting and public health programs.

The nation was faced with the emergence of the Coronavirus and the illness known as COVID 19, in March of 2020 which continued into 2021. This worldwide pandemic has had a major impact on the services that the health department provides. Although all executive orders were rescinded in May 2021, there are several calls a day regarding COVID follow-up as the guidelines have changed many times. The Department has also been functioning without a Public Health Nurse since May 2021. The Director has been managing a team of 2 nurses and one new contact tracer with case follow-up, daycare and school aged children follow-up, and many other questions related to COVID-19.

The Health Department's focus was to get back to "normal" operations. Due to the prioritizing direct public health concerns related to the pandemic, our inspections were not the full focus of our priority. A food consultant was hired to complete a full inspection of all food establishments in the community. This is our approach to getting back to where the Department was pre-pandemic.

The Director of Public Health serves as working staff supervisor, ensuring that; public health programs are coordinated and customer service is always a priority. The Director is the liaison to various local and state boards.

The Director also designs programs and implements policies, as proposed by the Tewksbury Board of Health, to meet the health needs of the community. The Health Department continues to be actively collaborating with surrounding communities on regional activities. Tewksbury is a proud member of the following groups and organizations;

- Attorney General Abandoned Housing Initiative Program seeks to bring abandoned houses back to the tax rolls with the assistance of local public health.
- The GLHA (Greater Lowell Health Alliance); focuses on public health priorities of the greater Lowell area.
- The Upper Merrimack Valley Medical Reserve Corp. (MRC). MRC recruits, trains, and deploys volunteers for emergency preparedness and disaster response throughout the UMVPHC regions.
- The Upper Merrimack Valley Public Health Coalition, made up of 7 communities, continues to work together on regional public health priorities. The Health and Medical Coalition (HMCC) is an expanded emergency preparedness group, which brings cross-disciplinary planning and support for public health and medical response across the Commonwealth during emergencies and disasters.
- Healthy Communities Tobacco Coalition is a 20 + year established group with a goal to reduce tobacco use by youth and educate the public on the harm that tobacco can have on their lives.
- Hoarding Task force – group of town department members has been in place for several years to assist residents and families who are found in unfortunate hoarding situations,

Ongoing public health programs and events: (for details contact the Health Department.)

- Sharps collection continues at the Pleasant Street Fire Department.
- Unwanted and old medications can be disposed of at the Police Department daily.
- Mercury reclamation program
- Participation in the Bike Rodeo and Health Fair
- TPD National Night out participant

Public Health Nursing Services

Urvi Agarwalla, Public Health Nurse, left the Town in May after a long year due to COVID-19. The Board wishes to acknowledge their appreciation for her dedication to the town during that time. She provided covid-19 case follow-up for the town, contact tracing, and in home covid vaccinations for homebound residents. No other services were able to be provided due to the pandemic. With the departure of Urvi, the Health Department was able to hire 2 nurses and 1 contact tracer to handle covid-19 case investigate, follow up and many other daily questions regarding covid-19 as well as partnering with the Medical Reserve Corp to administer flu and covid vaccinations.

TEWKSBURY BOARD OF HEALTH 2021 ACTIVITY REPORT

\$76,267.27 REVENUES RECEIVED (licenses, permits, misc)
\$ 3,933.79 REVENUES RECEIVED (flu reimbursement)
\$15,210.23 RECEIVED FOR COVID FUNDING
\$2,101.34 (MAPC Grant)

76 LOGGED COMPLAINTS/INVESTIGATIONS CONDUCTED
35 LOGGED COVID RELATED COMPLAINTS/INVESTIGATIONS CONDUCTED
400+ PHONE CALLS REGARDING COVID/VACCINE RECEIVED BY PHONE
200+ GENERAL TYPES of INSPECTIONS CONDUCTED

Air Quality - outdoor
 Beaver Monitoring and permitting
 Commercial year round Dumpsters
 Environmental – general
 Farm site visits/Livestock/ Piggery
 Food Establishments
 Grease Tanks
 Hotels

Mobile Food/Temporary Food
 Offal/septic truck
 Plan Reviews
 Recreational Camps for Children
 Septic System Abandonment
 Swimming Pool- public/semi-public
 Tanning Establishments
 Housing inspections & re-inspections

PERMITS ISSUED

Animal Permits	013	Ice Rinks	001
Body Art Establishment	003	Installer License	015
Body Art Practitioners	016	Mobile Food Permits	008
Beaver Trapping Permits	003	Offal/Solid/Medical Waste Hauler	024
Catering	004	Piggery	002
Dumpster Permits	003	Pools	010
Food Service Permits	150	Recreational Summer Camps	001
Frozen Desserts	010	Retail Tobacco Sales	032
Funeral Directors	002	Septic Abandonment	005
Grease Tank Installation	001	Tanning Booths	002
Hotels/Motels	008	Temporary Food Permits	062

COMMUNICABLE DISEASES INVESTIGATIONS

Public Health Nurse	
Flu vaccines	26
COVID-19 boosters	120

COVID-19 cases topped 3, 970 by year end

ANIMAL INSPECTOR ACTIVITIES

The Animal Inspector is responsible for inspecting all livestock and related barn facilities.

Farm inspections/Hen Registration inspections	035 (routine and complaint follow-up)
Hen Registrations	14 new registrations (49 registrations to date)

I would like to take this opportunity and thank the Board of Health members; Chairman Raymond Barry, Vice-Chair Robert Scarano, Clerk Maria Zaroulis, member Charles Roux, member Anthony Boschetti, the Board of Health Department team members; Lisa Hadge, Head Account Clerk, Sanitarian Michele Grant, and Animal Inspector Pamela Gorrasi-Thomas for their dedication and continued excellent service to the community.

Respectfully submitted:
Shannon Gillis, RS
Director of Public Health

BUILDING DEPARTMENT

2021 had a lot of staff changes. Mark Bertonassi is the Building Commissioner for the Town of Tewksbury. He started in June of 2021. Robert Scott the Local Building Inspector has left to become a State Building Inspector. They have been responsible for issuances of building permits, conducting building inspections as well as annual Certificate of Inspections with businesses that have 50+ person occupancy or any establishments that serve liquor and all zoning complaints and investigations. Nancy O'Keefe and Dawn McDowell are Nationally Certified Permit Technicians through the International Code Council (ICC). Dawn left the department in December of 2021. Dina Callahan started the position as of January 2022. They track all building, plumbing/gas, electric and sheet metal permits, provide staff support and have demonstrated the expertise in maintaining an excellent office environment and quality customer service. Harold Sullivan is the part-time electrical inspector and Paul Wild is the part-time plumbing and gas inspector.

In 2021, there were 1,314 building permits issued with a value of work of approximately \$92,240,581. This generated \$975,061 in building permit fees. Additionally, the department issued 712 electrical permits with associated fees of \$59,597. There were 471 plumbing permits with associated fees of \$31,945, 465 gas permits with associated fees of \$18,075, and 122 sheet metal permits with associated fees of \$38,955. Annual Certificate of Inspections were issued to all establishments that serve alcohol, function rooms, churches, schools or any place of assembly over 50 patrons. The Inspectors for the Building Department performed approximately 3,303 inspections. In 2021, the Building Department received over 105 complaints dealing with zoning and building violations. The complaints were researched and investigated and over 48 violations were issued.

Ongoing Residential and Commercial projects include:

- Mixed Use Building - 34 Unit Residential Apartment Building with Commercial Space – 2230 Main Street
- Mixed Use Project – 8 Residential Units and 2600 SF Commercial Space – 940 Main Street
- 39 Residential Lot Subdivision Off of Marshall Street – Terramor Drive
- Mixed Use Building – 5 Residential Units and 1 Commercial Unit – 1418 Main Street
- 9 Residential Lot Subdivision off Chandler Street/Helvetia Street
- National Grid substation – 205 Washington St
- New Elementary School – 135 Pleasant Street
- New Municipal Fire Department Headquarters – 984 Main Street
- Home Depot Distribution Center ~715,000 SF Building – 495 Woburn Street
- Various Tenant Fit-Ups for Restaurants, Office and Retail Space
- New 5-Bldg 18 Unit Residential Condos – 1563 Andover St

ON THE HORIZON: (Proposed projects to Start during 2022 or get approved through Planning Board)

- Proposed Starbucks – 1800 Main Street
- Proposed Bakery – 1866 Main Street
- Proposed 21 Residential Units and 5 Commercial Units – 1325 Main Street
- Proposed Green House/Research & Development – 60 Highland View Rd
- Proposed 9 Residential Units and 3,000 SF Commercial Space – 2122 Main Street
- Proposed Mixed Use Building – 6 Residential & 1 Commercial unit – 30 East St.
- Proposed Restaurant off of Andover Street – 1625 Andover Street
- Proposed 15 Residential Units and 2,000 SF of Commercial Space – 2131 Main Street
- Proposed 11 Residential Units and 600 SF of Commercial Space – 24 Pleasant Street

Respectively submitted,
Mark Bertonassi
Building Commissioner

CONSERVATION COMMISSION

The Conservation Commission is responsible for administering the Tewksbury Wetlands Protection Bylaw and the Massachusetts Wetland Protection Act, 310 CMR 10.00 (M.G.L. Chapter 131, Section 40). They are also responsible for the protection and management of Tewksbury's Conservation Land and Open Space. The Commission's goal is to protect wetland resource areas and their buffer zones, which contribute to the protection of public and private ground water supply, flood control, pollution prevention, storm damage prevention, and protection of wildlife and their habitats.

The Conservation Commission is comprised of five members who are appointed by the Board of Selectmen. The current Conservation Commission members include Daniel Ronan (Chair), Evan Walsh (Vice Chair), Dennis Sheehan, Patrick Holland, and Steven Gove.

Joseph Fontaine functions as the Town's Conservation Agent. His role includes reviewing applications for work near wetland resource areas, drafting permits, conducting site visits, and monitoring construction activities to ensure compliance with the Massachusetts Wetlands Protection Act and the Tewksbury Wetland Protection Bylaw. In addition, the Conservation Agent provides education and outreach material on wetlands and the permitting process for residents.

Proponents of certain activities within a wetland resource area, within 100 feet of a wetland resource area, and within 200 feet of perennial streams and potential or certified vernal pools are advised to contact the Conservation Agent to determine if obtaining a permit from the Conservation Commission is required to comply with applicable local, state, and federal regulations. The Tewksbury Wetland Protection Bylaw stipulates a 25 foot No Disturb Zone and a 50 foot No Build Zone adjacent to the wetland resource area, which each project proposal must comply with. Examples of the types of projects that were reviewed by the Commission in 2021 include residential subdivisions, transportation improvement projects, utility projects, and redevelopment projects of existing commercial and industrial properties. The Commission also reviewed smaller projects like the construction of single-family dwellings and accessory structures including additions, decks and swimming pools, and sewer installation projects.

There are two primary types of project applications submitted to the Conservation Commission, both of which require notification to abutters and a public hearing. One type of application is called a Request for Determination of Applicability (RDA), which is generally meant for small-scale projects where few conditions are required to ensure no nearby wetland resource areas are impacted by the project. Once the Conservation Commission receives the RDA application, the Conservation Commission votes and issues a Determination of Applicability (DOA), which either approves or denies the project. The second type of application is called a Notice of Intent (NOI), which is generally meant for small- to large-scale projects which may require a more extensive and detailed list of conditions to ensure no nearby wetland resource areas are impacted by the project. When a complete application is submitted, the Conservation Commission votes to either approve or deny the permit. If approved by the Commission, an Order of Conditions (OOC) is issued which will provide the conditions required to prevent impacts to the wetland resource areas. If a permit is denied, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection and the Massachusetts Superior Court. Once a project is completed in compliance with the OOC, a Certificate of Compliance (COC) is issued.

In 2021, the Conservation Commission held twenty-two (22) public meetings and reviewed twenty-five (25) Notices of Intent and seventeen (17) Requests for Determination of Applicability. The Commission issued the following permits: twenty-six (26) Orders of Conditions, nine (9) Extension Permits for Orders of Conditions, nineteen (19) Determinations of Applicability, ten (10) Emergency Certifications, three (3) Enforcement Orders, and twenty-seven (27) Certificates of Compliance.

The Conservation Commission meets on the first and third Wednesday of each month, except for July and August where meetings are held once a month. All Conservation Commission meetings are open to the public and held in the Town Hall Auditorium beginning at 6:30 P.M. Meetings are televised on the local cable channel.

The Conservation Office, which is part of the Department of Community Development, is located in the Town Hall at 1009 Main Street. The Town Hall is open to the public from 7:30 A.M. to 4:30 P.M., Monday through Friday.

Respectfully submitted,
Joseph Fontaine
Conservation Agent

PLANNING BOARD

The Tewksbury Planning Board consists of five-elected town residents. The Planning Board Officers Stephen Johnson, Chair; Robert Fowler, Vice Chair; and Eric Ryder, Clerk. Other members of the Board include Vincent Fratalia and Jeremiah (Jay) Delaney.

The Planning Board reviews all new commercial projects and residential subdivisions proposed for construction in Town. The Planning Board, working with the Building Commissioner and the Community Development staff, is responsible for ensuring that new developments comply with land use regulations. The Planning Board strives to strike a balance between a landowner's right to develop, the interests of neighbors, and the Town as a whole.

The Planning Board issued 32 special permits for various projects ranging from signs, family suites, commercial projects, and residential developments. Three subdivision approvals consisting of 12 individual lots were issued, all of which were also Open Space Residential Design special permits. Multiple businesses applied for and received approval for Sign Special Permits, including Aroma Joe's, Dick's Insurance Agency, and Bluebird Sandwiches and Pizza.

The Planning Board approved 12 non-substantial change determinations. In addition, the Planning Board saw eight conceptual discussions for potential developments.

In addition to fulfilling its statutory duties as a special permit grant authority and subdivision control authority, the Planning Board continued to support additional initiatives.

Board members are very active serving as representatives to other organizations; Robert Fowler and Stephen Johnson represents the Board on the Zoning Bylaw Committee, which had a substantial undertaking in revising the existing Zoning Bylaws. Jay Delaney represents the Board on the Community Preservation Committee.

The Planning Board is committed to a long-term effort to implement the Master Plan vision, goals, and recommendations to enhance future growth and land use and improve the quality of life for Tewksbury residents.

Respectfully submitted,

Stephen Johnson, Chair
Planning Board

COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Committee (“CPC”) includes representatives from town boards and committees and one at large citizen member. In 2021, the CPC members were: Chairman John Deputat, Vice Chairman Tom Churchill, Pat Holland, Christopher Mullins, Jay Delaney, Select Board Chairman Jay Kelly and Town Manager Richard Montuori.

The Community Preservation Act (“CPA”, MGL Chapter 44B) is statewide enabling legislation allowing cities and towns in the Commonwealth of Massachusetts to adopt a property tax surcharge with revenues from this surcharge (plus state matching funds) to be used for open space preservation, creation of community housing, preservation of historic buildings and landscapes, and creation of recreation opportunities.

The CPC requires that all proposed projects be eligible for CPA funding according to the requirements described in the legislation. At least 10% of the funds received in any fiscal year must be spent or set aside for each of the first three of those areas (open space, historic preservation and community housing). The remaining 70% of each year’s funds can be spent or reserved in any of the four areas. In addition, up to 5% of the annual Community Preservation revenues can be spent on administrative and operating expenses of the CPC.

All CPA funding requests require the recommendation of the project by the CPC to Town Meeting, and a majority vote of Town Meeting.

The Community Preservation Committee convened in one meeting on September 22, 2021 to discuss an article proposed at Annual Town Meeting. The article concerned drainage improvements at State Field located at Saunders Recreation Area. The project entails installation of drainage, crushed stone, loam, and sod. The total project cost was estimated at \$110,000 and was approved by Annual Town Meeting vote.

Respectfully submitted,
John Deputat
Community Preservation Committee

FINANCE DEPARTMENT

ACCOUNTING REPORTS

Auditors Reports

Board of Assessors

Treasurer's Cash

Tax Collector

AUDITORS REPORTS

GENERAL FUND BALANCE SHEET

June 30, 2021

ASSETS

General Cash		23,553,984.90
COA	500.00	500.00
Uncollected Taxes:		
Personal Property:		
FY12	6,217.33	
FY13	3,527.99	
FY14	5,522.79	
FY15	4,990.68	
FY16	9,262.93	
FY17	2,367.52	
FY18	23,336.45	
FY19	6,788.33	
FY20	27,093.18	
FY21	34,705.18	
		123,812.38
Real Estate:		
FY17	106.02	
FY18	104.85	
FY19	70.41	
FY20	689.70	
FY21	716,218.72	
		717,189.70
Supplemental RE Tax		-
Motor Vehicle Excise:		
FY06	12,013.87	
FY07	13,305.68	
FY08	14,084.09	
FY09	12,446.69	
FY10	9,286.18	
FY11	13,524.72	
FY12	11,629.84	
FY13	16,790.45	
FY14	16,400.58	
FY15	11,412.62	
FY16	14,445.67	
FY17	17,328.14	
FY18	22,062.46	
FY19	31,116.48	
FY20	89,655.89	

FY21	365,106.79	670,610.15
Boat Excise:		
FY05	116.00	
FY06	796.00	
FY07	1,050.00	
FY08	1,321.00	
FY09	1,417.00	
FY10	1,359.00	
FY11	1,379.00	
FY12	1,226.00	
FY13	1,108.00	
FY14	1,392.00	
FY15	1,440.00	
FY16	1,221.00	
FY17	1,239.00	
FY18	1,879.00	
FY19	2,057.00	
FY20	2,614.84	21,614.84
Other Receivables:		
Tax		
Liens/Titles/Possessions	2,419,109.64	
Taxes in Litigation		
Deferred Taxes	226,328.81	
38D		
Ambulance Services	802,268.98	
Trash Carts		
Fire	355.00	
Veterans Services	165,540.34	
Due From State		
Due From Employees	17,710.30	3,631,313.07
TOTAL ASSETS		28,719,025.04

SPECIAL REVENUE FUNDS

June 30, 2021

Town Revolving/Grant Accounts

Insurance>20K Town	-
Insurance <150K Police	1,000.00
Insurance <150k DPW	22,077.83
Insurance <20K Town of Tewksbury	
Arts Lottery	19,182.72
Planning Sidewalks	169,715.97
Planning Consult-Existing	3,561.05
Planning Consult-New Projects	12,298.48
Conservation Consult-New Projects	11,175.12
ZBA Comprehensive	4,282.50
SASO Deposits	93,275.44
Parks & Recreation	82,025.57
Traffic Signage	758.31
Record Preservation	84,733.42
COA Revolving	73,254.93
Hoarding Response Team	20.48
BOH -Medical Vaccine	-
GIS Revolving	52,932.87
Stormwater Fund	-
Recycling Revolving	327,618.11
Energy Efficiency	27,755.75
Tax Title Purposes Certified	(1,442.42)
BOH-Medical Vacc	2,656.75
Election	19,548.64
Primaries	18,707.39
BT Response	229.12
Storm Damage	
Library Aid	99,988.41
Mass Recycling Dividend Program	1,538.36
Bulletproof Vests	4,340.31
Hazard Mitigation Grant	
FED Equitable Sharing	26,695.66
Priority Dev. Site Chap 43D	10,934.00
FY18 State 911 Training Grant	300.03
Underage Alcohol Enf Grant	0.01
FY19 State 911 Support& Incentive	-
FY18 Traffic Enforcement	-
FY18 EMPG Grant (Radio Equip)	8,348.41
FY20 911 Support & Incentive	-
DPH Substance Prevention	(27,182.82)
Green Community	2.00
FY15 Walmart Summer Concert Series	312.66
MIIA Fleet Maintenance	
Rte 133 Improvements	27,366.68
Cable TV Gift	1,201.24
Fire Gifts	506.00
Thermal Camera Gift	

Dog Pound Gift	500.00
Victor Sewer	7,825.53
Mahoney Emergency Response	9,587.42
Homecoming Gifts	2,059.74
Library Gifts	11,694.55
Hydrant Gift	137.55
Recycling Committee	
Police Gifts	15,359.87
DPW Gift	250.00
Tax Assistance	10,602.11
COA XMAS Gift	701.03
Town Manager Gifts	1,090.56
Hanover	115,854.22
Library Scholarship	24.00
Dog Gifts	82.89
Tewksbury Economic Development	6.69
Planning Brd Gifts	31,404.78
East Street Roadway Improvement	75,000.00
Shawsheen Place	961.50
Walmart-Triad	868.28
National Grid North & Livingston	50,620.00
Camoscio Family gift	4,500.00
NE Grassroots Environment	22.32
Proceeds from Sale of Town Land	1,340.65
Weights/Measures Fines	1,252.00
Drug Forfeitures	18,073.59
COA Stipends	1,170.09
Conservation Engineering	2,540.18
Wetlands Protection Fund	48,201.14
Police Special Detail	(199,677.90)
Fire Special Detail	564.00
Community Dev Sewer Design	575.36
St. Claire Sewer Escrow	40,200.00
Dog Fund	35,058.28
Sporting Fees	590.65
Fire Hazmat	5,892.00
Recycling/Composting Bins	2,304.12
ZBA Consulting	762.50
Woburn Street Improvements	25,000.00
Drainage Deposits	10,000.00
Bond Revocation	10,000.00
Disaster Relief	1,433.31
Oakdale Plaza	48,000.00
Firesetters Intervention Program	562.56
MAPC Police Training	1,735.97
Pl Bd Affordable Housing	40,000.00
Code Enforcement	700.00
Bond Premium Proceeds	
Revaluation	911.35
Underage Drinking	1,264.03
Fire Improvements Response	9,589.00
River Road Culvert Lining	

Shawsheen & Heathbrook	
Sewer Pump Station	36,722.50
South St Bridge	
Safe & Sr Grant	7,674.22
COA Formula Grant	51,493.70
FY17 911 Training Grant	153.97
FY17 Supp & Incentive	0.03
FY18 Asst to Firefighter Grant	(3,397.20)
FY17 High Speed Network Grant	
Regional Jail Diversion Program	(24,243.93)
Circle Health (1st Responder)	7,500.00
Complete Streets Proj Prioritization Plan	
FY18 Recycling IQ Grant	
2017 Ride Assessment	7,356.30
Bridge/JDP Pilot Transportation Initiative	18,142.67
Retail Program Standards Grant	189.14
OJP Grant (Reg Pol Mental Health Collab)	(19,547.32)
FY20 State 911 Training Grant	
2020 Community Compact It Grant	0.29
Ambulance Grant	296.39
Dept of Industrial Accidents Grant	
Alzheimers Foundation of America Grant	83.69
Emergency COVID-19	7,706.91
Stimulus relief fund	10.43
ESMV Covid grant	1.43
FEMA covid	(62,322.50)
CARES covid	(120,272.19)
Stanton Foundation K9 grant	19,548.13
Coronavirus emergency supplies	(27,924.42)
BILDS agreement	15.10
Small bridge grant	(11,384.49)
Walmart grant-comfort dog	4,000.00
Tareila grant	600.00
CLFRF reimbursement program (ARPA)	1,631,678.10
Mass Dep Small Scale Initiative	
Pulte Group Gift	843,866.44
Net Metering/Solar Credit	9,050.00
Veterans Gifts & Donations	1,800.00
Park Activity & Prog Donations	22.00
Total Town Revolving/Grant Accounts	<u><u>4,005,734.29</u></u>

School Revolving/Grant Accounts

School Lunch	516,421.69
Athletics	4,785.85
Textbooks	5,055.49
Adult Education	114,641.28
Extended Day	140,222.44
Dewing Insurance <150K	
Heathbrook Insurance <150K	
High School Insurance <150K	
Ryan School Insurance <150K	

Trahan Insurance <150K	
Pre School	141,361.40
Full Day Kindergarten	27,127.63
Special Ed Circuit Breaker Reimb	1,970,233.93
H S Parking Fees	57,112.27
H S Clubs	67,912.65
H S Athletic Fees	58,921.70
Wynn Sch Athletics	78.10
Wynn Sch Clubs	10,477.04
Ryan Sch Clubs	787.50
AP TEST	24,398.45
Facilities Rental-School	102,008.34
Healthbrook Rental	
School Rec	
School rec Basketball	50,246.70
Community Ed-Rec	8,317.82
New Start Program	4,872.44
Team Chair	
Project Charlie	666.60
Remedial Reading	1,341.90
Early Childhood	2,824.03
Sped Improvement 274	(2,736.15)
Sped 240 Grant	(119,272.41)
Hall of Fame	1,025.00
Preschool Extended Day	10,756.16
Academic Support	
Enhanced Health	719.88
SPED Improve Prog #298	
Academic Support #619	
Academic Support FY14 625	
Camp Pohelo	
Fuel Up to Play 60	859.28
Big Yellow School Bus	2,900.00
K12 Literacy Partnership	714.47
Crisis Intervention	196.66
Title 1 School Support	(2,839.75)
Title IIA-Education Quality	10,982.66
Title VI Student Support #309	(1,179.16)
Music Drives Us	
Targeted Summer Support 592	
HPHC Breakfast Grant	
After School/Summer Prog	
After School/Out School Time (530C)	(12,255.89)
FY18 Emergency Elementary Repair	
FY18 Innovation Pathway Planning	(0.32)
FY18 High Quality Inst-Summer Planning (141)	
Steam Lab/Maker Space for Ryan School	6,623.22
21St Century learning grant	(2,122.44)
Federal Emergency impact aid	242.63
ISELAL (151)	(2,836.78)
FY21 ESSER	28,089.00

HB Verizon Award	2,464.04	
Verizon FIOS Campaign		
Digital Gift		
School Technology Gift		
Walmart Gift		
DARE	283.91	
School Gifts	29,175.71	
Scholarship Gifts	8,040.00	
Space Day		
Lan Gift		
Scholarship Fund	1,237.40	
Education Fund	3,637.76	
Tewksbury Rocks		
FY15 School Library Grant		
Special Ed Reserve Fund	725,000.00	
E-Rate		
HS Gifts	11,099.93	
Public School Auction		
Doug Flutie Jr for Autism	0.65	
Long Range School Space Planning	2,569.67	
Insurance Proceeds	16,515.31	
Copy Center	20,518.98	
NPEN	4440.32	
Alphabest tuition revenue share	37959.3	
Total School Revolving/Grant Accounts		<u><u>4,092,624.29</u></u>

CAPITAL PROJECTS/SPECIAL ARTICLES

June 30, 2021

Water Plant Expansion	
FY15 WTP #21	243,860.14
Waterlines FY15 Art #10	56.29
Wash Bay/Windows STM 10/04 #9	30,029.90
Center Fire Improv STM 10/05 #18	
River Rd Water Imp ATM 5/09 #16	37,592.32
Town Hall CPA Restoration	82,962.42
Ella Fleming School CPA	0.47
Long Pond 10/9 Art #12	10,938.30
Rehab Playground	88.83
CPA Records Preservation	158,601.25
Rehab Wamesit Park STM Art #14 FY15	47,650.21
Rail Trail	10,200.00
Marshall House ATM 5/15 FY16	31,500.00
Tennis Courts (5) FY13	3,077.17
Rehab Strong Field	3,642.18
Rehab Livingston St	
Bay Circuit Trail Boardwalk	1,523.82
Long Pond Water Quality	
TMHS Construction STM 3/10	1,545,612.23
FY16 Regional 911 Dev. Grant	(2,575,949.49)
Rehab Mico Kaufman Memorial	800.00
H.S. Tennis Court Drainage	2,700.00
Rehab State Hosp Cemetery	83,982.36
Replace Fresca Field Fence	5,200.00
Demarcating Open Space	2,595.00
Ella Fleming School Reuse	
Enhance Existing Trails	11,944.65
Treating & Clearing Long Pond	23,892.50
Restore State Hospital Cemetery	202,997.64
FY16 Feasability/Trahan	628,280.64
Designing Bike Path	50,000.00
Expand Trail at Chandler St Wellfields	40,000.00
Water Sprinkler Park at Saunders Rec Area	
Fitness Court at Saunders Rec Area	1,883.00
Restore State Hospital "The Pines" Cemetery	
Various Transportation Projects	3,907.77
New Center Fire Station	8,141,664.44
Purchase LED Streetlights	(1,883.12)
New elementary School project	40,404,001.70
Saunders Fence/skateboard park	
Saunders REC new lights & pole	29,452.52
Town/Hist soc-historical inven	11,850.15
Lights- east st baseball fields	63,798.79
Ella fleming sch renovations	118,155.00
Poison Ivy Removal state cemetery	4,200.00
Lights/Poles Hazel Field	202,976.00

Improve Existing trail network	40,000.00
Total Capital Projects	<u><u>49,703,785.08</u></u>

Articles Town Manager

STM FY19 Prior Year Invoices	
FY2020 Prior Year invoices	(214.90)
FY2021 prior year invoices	18,480.65
DPW & School Maint Facility	1,044,928.50

Accounting

STM 5/16#7 FY16 Adopt an Island	227.00
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Treasurer/Collector

STLGHTs bond anticipation note	25,170.41
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Assessor

ATM 5/7/18 #19 Real & Personal Property Reval	6,000.00
Assessors software	34,955.00

Administrative Services

ATM 5/7/18 #20 Senior/Veterans Tax Relief Work Program	10,911.25
Compensated Absence Liability	55,018.24

Town Clerk

Planning

Police

Fire

Ambulance Rechassie	2,482.78
fire admin car	45,000.00

School

STM 10/2/18 #6 School (enterance/ wlkways/vest)	119,010.39
Heath Brook/ Dewing Cap Improvement	60,240.08
Digital filing system	1,200.00

DPW

STM 10/16#5 Sidewalk Improvements	3,860.80
STM 10/3/17 #3 FY18 Sidewalk Construction	145,308.15
ATM 5/7/18 #12 Drainage/Stormwater Assessment	2,451.74
10- wheel dump truck w/ plow	14,516.00
FY16 #13 Remove Trees and Stumps	1,703.74
Stormwater Detention Basin Rehab	98,233.02
Vernon at Water St Drain Design	7,899.21
Sidewalk improvements	4,892.28
Traffic Sign Install & upgrade	1,994.30

	(2) dump trucks w/ plow & wings	200,000.00	
	(2) 3-yard slid-in sanders	30,000.00	
	Design/eng traffic lights	49,120.89	
	Mollie Dr contamination cleanup	15,376.07	
	RUBBISH		
	COA		
	Library		
	STM 10/14 #2 FY15 Library Parking Lot & Grounds	2,050.00	
	Parks		
	HVAC town hall annex	41,582.02	
	Resurf basketball & tennis courts	26,736.00	
	Livingston rec building upgrade	9,500.00	
Total Articles			<u><u>2,078,633.62</u></u>
	Sewers		
Articles	ATM Sewer Pump Station Modification		
	FY15 Art #11 Pump station upgrade	108,557.39	
	FY16 pump station upgrade	60,000.00	
	FY16 Sewer main RPR & RPLC #12	7,565.00	
	Sewer main repaire & replace	11,790.78	
	Pump station improvements	72,527.50	
	F550 Dump w/plow Pkg	37,451.58	
	Inflow & Infiltration Control	74,179.80	
Total Sewers			<u><u>372,072.05</u></u>
	Water		
Articles	FY14 Distribution system improvements	1,010.78	
	FY14 Water tank upgrades	1,000.00	
	FY15 water dist improvements	208,498.30	
	FY16 Water Main Repair & Replace STM 5/4/16#11	12,372.45	
	Water Distribution Upgrades ATM 5/1/17#11	1,947.23	
	ATM 5/7/18 Art #14 Water main replacement	12,659.98	
	Hydrant Replacement	63,811.82	
	Water Distribution Upgrades	518,931.11	
	F550 dump w/plow pkg	36,990.89	
	Risk & resiliency assessment	10,300.00	
Total Water			<u><u>867,522.56</u></u>

Mass Highway Grants	
Chapter 90 Projects	(14,291.65) _____
Total Mass Highway Grants	<u><u>(14,291.65)</u></u>

TRUST & AGENCY FUNDS
June 30, 2021

Conservation	131,758.47
Foster	3,039.27
Pierce	1,983.27
Cemetery	27,941.27
Stabilization	7,315,537.79
Fairgrieve	90,345.54
Mahoney	1,835.92
Friend's of Library Endowment	32,366.53
Affordable Housing	5,234,155.17
Fire Equipment Stabilization	
Fire Gear Stabilization	
OPEB	7,213,051.98
Health Insurance	11,812,578.28
Occupational Injury	148,104.64
Health Insurance Mitigation	27,771.00
Total	
Trusts	<u><u>32,040,469.13</u></u>

Bank Books/Bonds in Treasurer's Custody

Planning Projects	937,071.50
Conservation Commission	170,614.76
Sewer Installers Bonds	500,000.00
Total Bank Books in Treasurer's Custody	<u><u>1,607,686.26</u></u>

Agency Funds

Deputy Collector	1,151.31
Criminal History Board	8,603.00
Parks Security Deposit	1,300.00
Snack Bar Deposit	288.00
Special Details	
Real Estate Deposits	
Student Activities H.S.	62,415.75
Student Activities Dewing	10,713.10
Student Activities Trahan	6,536.51
Student Activities Ryan	2,110.99
Student Activities Heathbrook	14,432.48
Student Activities Wynn	51,962.46
Student Activities North St	4,232.98
ZBA Deposits	13,784.00
Invoice Cloud	805.00
Total Agency Funds	<u><u>178,335.58</u></u>

DEBT OUTSTANDING

June 30, 2021

Repair Sewer Pumps ATM 5/05 #15	475,000.00
Water System Improve ATM 5/07 #9	80,000.00
Ames Hill Tank ATM 5/09 #18	75,000.00
TMHS STM 3-1-10 GOB 2011	15,720,000.00
Sewer Pump Station 5/07 #15	205,000.00
TMHS Feasibility 5/08 #2 2011	305,000.00
Water Mains 5-7-12 #17	100,000.00
Annex Roof Repair 10/09 #7	10,000.00
Refi "02" Water 8-1-12	12,340.00
Refi "02" Water Treatment	3,525.00
Refi "02" School One	83,730.00
Refi "02" School Two	145,425.00
Refi "02" Sewer Bonds 8-1-12	14,980.00
Water Lines #10 5/14 11-18-14	560,000.00
Refi "04 & 05" Water 11-18-14	515,000.00
Refi "04 & 05" Sewer 11-18-14	500,000.00
TMHS 3-1-10 11-18-14	2,100,000.00
Town Hall (CPA Historical) 11-18-14	3,220,000.00
Refi "06" Water Tank BAN 2015	70,000.00
Refi "06" Water Main BAN 2015	130,000.00
Refi "06" Sewerage BAN 2015	5,015,000.00
Water Treatment Plant 12-1-5	9,375,000.00
Refi "06" Senior Center BAN 2015	465,000.00
MWPAT 2 STM 10/04 #6	2,470,582.00
Sewer Seneca/Master ATM 5/02 #7	115,000.00
Town Wide Sewer STM 10/02 #1	40,065,000.00
New Center Fire Station 5/17	12,750,000.00
Sutton Brook Rem STM 10/15 #13	3,075,000.00
Senior Center Construction	375,000.00
New Elementary 5/19 ATM (ART8)	48,985,000.00
Waterlines 5/19 ATM (ART12)	1,375,000.00
Waterlines 6/22 ATM (ART 11)	1,160,000.00

Total Maturing Debt

149,550,582.00

Loans Authorized/Unissued

Ames Hill Tank 5/18 #18	25,000.00
Annex solar Panel 10/09 #8	85,000.00
TMHS Construction 3/10 #1	10,766,582.00
Road Drainage Improvements 5/10 #2	3,000,000.00
WTP 5/15 Art #21	42,566.74
New Center Fire Station 5/17	2,500,000.00
New Elementary 5/19 ATM (ART12)	38,503,724.00
Waterlines 6/22 ATM (ART 11)	1,500,000.00

Total Loans Unissued

56,422,872.74

FY2021 DEBT SERVICE PAYMENTS

	<u>Principal</u>	<u>Interest</u>
Senior Center	75,000.00	19,500.00
DPW Building		
Library		
Roof Repair 2012 BAN	10,000.00	400.00
Fire Station		
Senior Center	120,000.00	24,500.00
Ryan School	-	-
Ryan School 2012	-	-
Wynn School 2012	86,950.00	3,413.60
Wynn School 2012	151,015.00	5,928.80
Center School Tank		
Seneca/Navillus	15,000.00	5,350.00
Sewer Pump Station	15,000.00	7,969.06
Water System (River Rd)	-	-
Water Meters		
Sewer Phase IV	-	-
Sewer One 2012		
Sewer Two 2012		
Sewer Green 2012	15,560.00	610.80
Town Hall Annex	-	-
Town Hall Annex	-	-
Bldg Remodel 2012		
Sutton Brook Landfill	205,000.00	101,731.26
Central Fire Station	750,000.00	470,625.00
DPW Tank		
Master Sewer	4,905,000.00	1,684,063.20
Sewer Pumps	60,000.00	20,450.00
Sewerage BAN 2012		
Sewer Refi 04 & 05	90,000.00	24,127.50
Sewer Refi 06	375,000.00	190,256.26
WTP EXP Residuals 3	-	-
Water Mains STM	-	-
Water Mains STM 10/98	-	-
Water - System improvement	10,000.00	3,300.00
Water - Fire Hydrants #1		
Water - Storage		
Water Meters #3	-	-
Water - Water Meters #3		
Water - Ames Hill Tank	20,000.00	4,550.00
Water - Water Mains 2012	100,000.00	4,000.00
Water Ref 2012 BAN		
Water Ref 2012 BAN	12,815.00	503.10
Water Ref 2012 BAN	3,660.00	143.70
MWPAT Water	383,701.00	53,248.65

Water Meters #2		
Water - Water System Improvement	-	-
Water-Water Lines #10	140,000.00	29,925.00
Tewksbury High School	1,330,000.00	621,954.44
Tewksbury High School Design	25,000.00	12,044.86
Tewksbury High School	150,000.00	78,000.00
Town Hall (CPA)	230,000.00	119,600.00
Refi 04 & 05 Water	165,000.00	31,168.76
Refi 06 Water Tank	15,000.00	3,500.00
Refi 06 Water Main	30,000.00	6,600.00
Water Treatment Plant	625,000.00	350,781.26
Install Water Lines	175,000.00	75,800.00
New Elementary School	2,725,000.00	2,068,700.00
Install Water Lines	125,000.00	28,065.28
Totals Paid	13,138,701.00	6,050,810.53

FY2021 REVENUE REPORT

Taxes/Interest/Penalties:

Personal Property	8,263,709.97	
Real Estate	89,226,599.03	
Supplemental Taxes	286,942.66	
Deferred Taxes Redeemed		
Tax Liens Redeemed	136,460.51	
Foreclosure Vacated		
Tax Possession Sold		
Gain on Sale of Town Land		
Motor Vehicle Excise	5,340,419.99	
Boat Excise	3,259.80	
Penalties/Interest/Legal:		
Tax Titles	39,643.96	
Def Tax		
Real/Pers/MVX/Boat	246,497.44	
Payments in Lieu of Taxes	63,099.72	
Assessor 38D		
Proforma Taxes		103,606,633.08

Charges/Fees:

Ambulance Charges	1,527,734.36	
Municipal Lien Certificates	48,175.00	
Collector Demands	140,836.83	
RMV Releases	17,280.00	
Trailer Park Fees	22,176.00	
Constable Fees	35.00	
Charging station	425.26	
Sundry Rentals		
Tower Rentals	458,847.43	
Miscellaneous		
Premium on Bond Sales	3,883.56	2,219,393.44

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	6,526.00	
Schools:		
Chap. 70 Aid	13,326,215.00	
Transportation	1,029.00	
Charter Schools	47,159.00	
Police Incentive		
Veterans Benefits	195,975.00	
FEMA/MEMA Reimbursement	19,392.71	
Lottery	2,955,498.00	
State grant		
State-Owned Land	223,401.00	
Medicaid Reimbursement	197,684.26	
Homeless Transportation		16,972,879.97

Other Revenue Sources:

Hotel Tax	657,733.50	
FEMA Federal Reimbursement		
Investment Earnings	204,353.82	
Meals Tax	504,819.14	
Misc Rev	22,202.55	
Medicare D Reimbursement		
Fire Medicare Reimb	125,266.00	
DPW Damage Recovery		
NESWC Refunds		
Sale of Fixed Assets		
Misc Reimbursements		
Puerto Rico FY18	-	
Transfers In	175.00	
Transfers from General Fund		1,514,550.01

Departmental Fees:

Manager/Selectmen	-	
Cable Franchise		
Assessors	3,027.55	
Treasurer/Collector	36,360.81	
Clerk	55,024.60	
Conservation		
Planning	22,029.00	
Appeals	4,024.00	
Police	-	
Towing Fees	2,125.00	
Special Detail Adm.- Police	89,587.57	
" " " - Fire	40.80	
Fire Inspections	13,078.00	
Fire	2,616.91	
Fire Reports	388.00	
Building	11,943.00	
Wiring	69,257.00	
Plumbing	50,635.00	
Weights/Measures	9,965.00	
Demolition	5,145.80	
School	30.20	
Trash Carts		
CRT Collections		
Hazardous Waste		
Health Miscellaneous	695.10	
Library	57.02	
Dog Fees		
DPW	-	376,030.36

Licenses/Permits:

Alcoholic Beverages	60,925.00
Selectmen	9,715.00

Police	22,952.50	
Fire	14,315.00	
Building	727,510.50	
Public Works		
Street & Sidewalk Openings	10,800.00	
Trench Safety	8,250.00	
Physical Alteration	14,450.00	
Health	73,865.00	942,783.00
Fines:		
State/Local Courts	36,920.89	
False Alarms	-	
In Lieu of Fines		
Library	145.99	
Parking	8,924.60	
Marijuana	100.00	
Weights & Measures		
Zoning	-	46,091.48
Total General Fund Revenue		125,678,361.34

FY2021 REVENUE REPORT

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	450.00	225.00	225.00
Operating	75.00		75.00
SELECTMEN			
Salaries	28,553.00	25,778.07	2,774.93
Operating	156,160.00	136,749.47	19,410.53
MANAGER			
Salaries	458,993.70	458,965.09	28.61
Operating	140,719.38	118,007.84	22,711.54
FINANCE COMMITTEE			
Salaries	2,515.00	465.07	2,049.93
Operating	679.00	345.00	334.00
Reserve Fund	42,000.00		42,000.00
ACCOUNTING			
Salaries	224,699.00	217,466.62	7,232.38
Operating	170,852.40	157,620.22	13,232.18
Outlay			-
COMPUTER SERVICES			
Salaries	107,558.00	107,122.98	435.02
Operating	172,765.05	139,658.43	33,106.62
Outlay	-	-	-
ASSESSORS			
Salaries	269,315.00	254,464.42	14,850.58
Operating	55,724.32	49,518.51	6,205.81
Outlay			-
TREASURER/COLLECTOR			
Salaries	340,274.00	319,017.81	21,256.19
Operating	68,556.36	56,506.48	12,049.88
Outlay			-
TOWN COUNSEL	150,619.00	96,230.74	54,388.26
PERSONNEL REVIEW BOARD			-
ADMIN. SERVICES			
Salaries	89,125.29	89,125.29	-
Operating	67,454.61	64,128.57	3,326.04

CLERK			
Salaries	266,845.00	266,597.51	247.49
Operating	20,673.62	16,274.64	4,398.98
Outlay			-
ELECTIONS			
Salaries	79,426.24	64,653.55	14,772.69
Operating	26,400.00	19,274.88	7,125.12
REGISTRARS			
Salaries	2,850.00	2,850.00	-
Operating	700.00	342.48	357.52
PLANNING			
Salaries	203,518.00	199,357.32	4,160.68
Operating	37,459.83	23,643.91	13,815.92
Outlay	13,346.42	-	13,346.42
TOWN HALL			
Salaries	58,246.58	58,126.61	119.97
Operating	246,141.24	211,685.79	34,455.45
AUXILIARY BUILDINGS			
Operating		-	-
Outlay			-
TOWN UTILITIES			-
POLICE			
Salaries	6,682,877.64	6,681,870.87	1,006.77
Operating	876,004.95	788,854.90	87,150.05
Outlay	447,892.54	346,851.39	101,041.15
FIRE			
Salaries	5,493,431.00	5,464,823.69	28,607.31
Operating	494,737.63	376,217.48	118,520.15
Outlay	52,000.00		52,000.00
RECC			
Assessment	500,000.00	500,000.00	-
BUILDING			
Salaries	348,350.00	330,178.14	18,171.86
Operating	15,354.00	14,040.18	1,313.82
Outlay			-
EMERGENCY MANAGEMENT			
Salaries	4,637.00	-	4,637.00
Operating	13,157.00	9,083.44	4,073.56
Outlay			-

PARKING CLERK

Salaries	4,000.00	4,000.00	-
Operating	1,200.00	213.00	987.00

SCHOOLS

Salaries	35,245,994.60	34,092,306.58	1,153,688.02
Operating	35,041,467.03	31,082,689.31	3,958,777.72
Outlay	863,169.63	767,331.58	95,838.05

REGIONAL VOCATIONAL SCH.

Regional vocational school	6,924,597.00	6,924,597.00	-
Essex north shore technical HS	135,934.00	135,934.00	-

DPW ADMINISTRATION

Salaries	278,438.00	268,169.11	10,268.89
Operating	106,022.44	54,994.41	51,028.03
Outlay			-

DPW ENGINEERING

Salaries	178,647.00	169,718.86	8,928.14
Operating	15,468.48	11,110.70	4,357.78

DPW HIGHWAY

Salaries	886,411.00	876,499.33	9,911.67
Operating	547,007.66	297,677.32	249,330.34
Outlay			-

DPW FORESTRY

Operating	128,416.32	90,739.24	37,677.08
Outlay			-

DPW FLEET

Salaries	187,773.00	163,602.32	24,170.68
Operating	479,407.87	290,417.94	188,989.93
Outlay	24,000.00	19,970.75	4,029.25

DPW ELECTRIC

Operating			-
Outlay			-

SNOW / ICE

Salaries	203,000.50	203,000.50	-
Operating	556,476.21	537,810.68	18,665.53
Outlay	-	-	-

STREET LIGHTING

	256,542.00	248,086.24	8,455.76
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CEMETERY

	-	-	-
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RUBBISH

Rubbish Collection	1,687,823.00	1,686,352.27	1,470.73
Rubbish Disposal	864,768.18	864,768.18	-
Condo Trash Collection			-
Legal Services	-	-	-
Sutton Brk Remediation	99,450.00	99,450.00	-
Recycling Programs	-	-	-
Rubbish Stabilization			-

HEALTH

Salaries	267,601.73	266,991.08	610.65
Operating	28,733.15	13,767.26	14,965.89

ELDERLY

Salaries	214,198.84	214,135.22	63.62
Operating	181,490.52	165,278.41	16,212.11
Outlay			-

VETERANS SERVICES

Salaries	103,955.00	101,646.30	2,308.70
Aid/Operating	411,697.42	226,512.93	185,184.49

EXCEPTIONAL CHILDREN

Salaries			-
Operating			-

COMMUNITY EVENT

	42,602.36	12,844.90	29,757.46
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LIBRARY

Salaries	967,770.44	958,412.52	9,357.92
Operating	444,752.52	432,612.13	12,140.39
Outlay	-	-	-

FACILITIES & GROUNDS

Salaries	271,638.00	268,992.65	2,645.35
Operating	293,035.23	213,247.16	79,788.07
Outlay	50,000.00	49,955.00	45.00

DEBT/INTEREST

Principal	3,850,280.00	3,847,780.00	2,500.00
Interest/Debt	1,581,055.00	1,581,014.69	40.31
Interest/Temp. Loans	-	-	-

EMPLOYEE BENEFITS

Retirement	6,730,476.00	6,730,476.00	-
Teachers E.R.I.			-
Occup.Injury Reserve	125,000.00	125,000.00	-
Unemployment Comp.	10,385.00	3,677.75	6,707.25
Group Insurance	4,410,605.00	4,284,875.37	125,729.63
Medicare	276,656.00	262,006.21	14,649.79

FIRE /LIABILITY INSURANCE	416,008.00	405,836.76	10,171.24
STATE & COUNTY ASSESSMENT			
Operating	1,563,048.00	1,716,465.00	(153,417.00)
	125,388,138.93	118,437,089.05	6,951,049.88

SEWER ENTERPRISE FUND BALANCE SHEET

June 30, 2021

ASSETS

Cash		7,782,210.76
Def Tax Sewer Connect		-
Def Tax Sewer Lien		2,994.15
Sewer Connections		
FY17	-	-
Sewer Rates		
FY20	1,198.04	
FY21	398,544.66	
		399,742.70
Sewer Liens		
FY21	18,905.03	18,905.03
Sewer Connection Liens		
FY17	-	-
TOTAL ASSETS		8,203,852.64

LIABILITIES/RESERVES

Warrants Payable		29,050.59
Accrued Payroll		14,069.61
Bans Payable		-
Special Detail Payable		-
Deferred Revenues		
Sewer Connection	-	
Sewer Connection Lien	-	
Sewer Rec/Tax Liens	2,994.15	
Sewer Lien	18,905.03	
Sewer rate	399,742.70	421,641.88
TOTAL LIABILITIES		464,762.08

FUND BALANCES:

Encumbrance Reserve	139,878.62	
Reserved Expenditures	900,000.00	
Res for Future Year Debt		
Unreserved/Undesignated	6,699,211.94	
TOTAL FUND BALANCES		7,739,090.56
Total Liabilities/Fund Balances		8,203,852.64

FY 2021 SEWER REVENUES

Sewer Enterprise Fund

Transfer In	
Bond Premiums	
Interest	28,228.90
Lein Interest	4,861.95
Demand Fees	26,917.58
Connection Fees	127,500.00
Sewer Rates	6,539,401.08
Sewer Liens	235,373.32
Drainlayer Renewal Fees	5,600.00
Application Fee	8,260.00
Miscellaneous Revenue	
COVID Fed Cares	-
State Aid	27,977.00
Investment Earnings	70,192.35
Transfer From G/F	-

Total Sewer Enterprise Fund Revenue

7,074,312.18

SEWER CAPITAL EXPENDITURES

Articles

ATM 5/13#14B FY14 Sewer Pump Stn Mod		
ATM 5/14#11B Pump Stn Upgrade	108,557.39	
ATM 5/14#11C FY15 Inflow & Infiltration	-	
ATM 5/15#22 FY16 Andover St Forgrde	-	
STM 10/15#4 FY16 Utility Truck w/Crane		
STM 5/4#12 FY16 Pump Station Upgrades	60,000.00	
STM 5/16#12C Purchase Mack/Vac		
STM 5/4#12 Sewer Main Repair/Replace	7,565.00	
ATM 5/1#12 Sewer Main Repair/Replace	11,790.78	
ATM 5/1#12 Ford 550 Utility w/Crane/Box	-	
ATM 5/7#15 763 Bobcat	-	
ATM 5/7#15 F-450 Diesel Utility w/Plow	-	
ATM 5/7#15 Pump Station Improvements	72,527.50	
ATM 5/8#13 Ford Transit Cargo Van	-	
ATM 5/7#15 Infiltration & inflow control	74,179.80	
F550 dump plow pkg	37,451.58	
Total Capital Expenditures		372,072.05
		372,072.05

FY2021 SEWER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
DPW SEWER			
Salaries	388,866.00	381,879.49	6,986.51
Operating	1,837,598.84	1,679,368.21	158,230.63
Outlay			-
DEBT/INTEREST			
Principal	2,690,280.00	2,687,780.00	2,500.00
Interest/Debt	1,017,494.00	964,258.44	53,235.56
Interest/Temp. Loans			-
RESERVE FUND	60,000.00	-	60,000.00
TRANSFER IN/OUT	111,285.00	111,285.00	-
EMPLOYEE BENEFITS			
Retirement	69,209.00	69,209.00	-
Group Insurance	138,669.00	138,669.00	-
Medicare	6,009.00	6,009.00	-
LIABILITY INSURANCE	13,770.00	13,770.00	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	9,886.00	9,886.00	-
Operating			-
ACCOUNTING			
Salaries	5,498.00	5,498.00	-
Operating	4,382.00	4,382.00	-
COMPUTER SERVICES			
Salaries	1,810.00	1,810.00	-
Operating			-
Outlay			-
TREASURER/COLLECTOR			
Salaries	25,244.00	25,244.00	-
Operating	8,224.00	8,224.00	-
ADMIN. SERVICES			
Salaries	1,294.00	1,294.00	-
Operating	389.00	389.00	-
DPW			
Salaries	280,056.00	280,056.00	-
Operating	117,315.00	102,315.00	15,000.00
Outlay			-
	6,787,278.84	6,491,326.14	295,952.70

WATER ENTERPRISE FUND BALANCE SHEET

June 30, 2021

ASSETS

Cash		3,334,280.92
Def Tax Water Lien	4,341.88	
Cross Connection		
Refuse Access		4,341.88
Water Connections		-
Water Rates		
FY20	952.78	
FY21	525,596.61	
		526,549.39
Water Liens		
FY19	8.00	
FY21	38,923.22	
		38,931.22
Commercial Water Meters		800.00
TOTAL ASSETS		3,904,903.41
Warrants Payable		141,181.97
Accrued Payroll		61,284.35
Due From State		
Deferred Revenues		
Connections		
Rec/Tax Liens	4,341.88	
Rates	526,549.39	
Refuse Access		
Liens	38,931.22	
Meter Replacement	800.00	
		570,622.49
TOTAL LIABILITIES		773,088.81
FUND BALANCES:		
Encumbrance Reserve	524,931.94	
Reserve for Future Year Debt	185,087.59	
Unreserved/Undesignated	2,421,795.07	
TOTAL FUND BALANCES		3,131,814.60
Total Liabilities/Fund Balances		3,904,903.41

FY2021 WATER REVENUES

Water Enterprise Fund

Transfer in	-
Bond Premiums	
Interest	43,274.99
Lien interest	8,137.74
Demand Fees	26,917.68
Cross Conn Servey	
Misc Water Service	
Connection Fees	97,148.25
Water Rates	8,347,269.65
Water Liens	380,123.81
Application Fee	6,685.00
Water Meters	31,456.00
Water Cost Recovery	
Misc Revenue	15,997.35
COVID Fed cares revenue	
Investment Earnings	110,905.64
Transfer From G/F	
Nat'l Grid Utility Incentives	

Total Water Enterprise Fund Revenue

9,067,916.11

WATER CAPITAL EXPENDITURES

Water Ent Articles

Replace Water Lines		
Replace Various Water Lines Art 5/12 #17	174,546.44	
East St PLC Water Lines	825,000.00	999,546.44
ATM 5/7/18#15 Infiltration & Inflow Control		
FY13 5/12#14 WTP New Vehicle		
FY14 WTP Upgrade ATM 5/13 #11	-	
FY14 Distribution System Improv ATM 5/13#12B	1,010.78	
FY14 Water Tank upgrade	1,000.00	
FY16 Water Distribution Design #18	-	
FY16 Water Distribution Improvement #20	208,498.30	
FY16 Utility Truck w/Crane STM 10/15#4		
FY16 Water Main Repair & Replace STM 5/4/16#11	12,372.45	
FY16 Water Distribution STM 5/4/16#11		
FY17 Water Distribution Improv STM Oct 2016#10		
Mobile Light Tower STM Oct 2016#10	-	
Water Distribution Upgrades ATM 5/1/17#11	1,947.23	
Ford F-350 Service Truck ATM 5/1/17#11	-	
Articulating Asphalt Roller ATM 5/1/17#11	-	
Ford 550 Utility w/Crane/Box ATM 5/1/17#11	-	
Asphalt Spreader Box & Trailer ATM 5/7/18#14	-	
763 Bobcat ATM 5/7/18#14	-	
F-450 Diesel Utility w/Plow ATM 5/7/18#14		
Hydrant Replacement		
Water Main Replacement ATM 5/7/18#14	12,659.98	
FY19 Water distribution upgrades	518,931.11	
F550 Dump w/plow pkg	36,990.89	
Risk & Resiliency assessment	10,300.00	
FY19 Ford Transit Cargo Van		803,710.74
FY15 Dist Sys Improve Art #9		
Detail		
Construction-Other		
Construction		
Engineering		
		-
Water Tanks		
FY14 Water Tank Upgrade ATM 5/13#12C		
FY16 Water Tank Mixer #18	-	
FY16 Astle St Tank #18	-	-
Fire Hydrants		
ATM 5/15 #18A	-	
FY16 Hydrant Replacement STM 5/4/16#11		
Hydrant Replacement/Install ATM 5/1/17#11		
Hydrant Replacement ATM 5/7/18#14	63,811.82	
		63,811.82
Total Water Capital Expenditures		1,867,069.00

WATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
WATER DISTRIBUTION			
Salaries	635,405.00	600,849.95	34,555.05
Operating	430,464.11	207,760.30	222,703.81
Outlay	12,249.00	-	12,249.00
WATER TREATMENT			
Salaries	1,025,458.00	937,121.26	88,336.74
Operating	1,576,631.17	1,057,249.37	519,381.80
Outlay			-
DEBT/INTEREST			
Principal	1,930,176.00	1,905,176.00	25,000.00
Interest/Debt	646,819.00	595,904.69	50,914.31
Interest/Temp. Loans			-
WATER OPERATING			
Transfer In/Out	2,121,447.00	2,121,447.00	-
EMPLOYEE BENEFITS			
Retirement	453,004.00	453,004.00	-
Group Insurance	330,668.00	330,668.00	-
Medicare	19,764.00	19,764.00	-
LIABILITY INSURANCE			
	70,762.00	70,762.00	-
RESERVE FUND			
	25,000.00		25,000.00
WATER ENTERPRISE			
Transfer Out	-	-	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	9,886.00	9,886.00	-
Operating			-
ACCOUNTING			
Salaries	5,498.00	5,498.00	-
Operating	4,382.00	4,382.00	-
COMPUTER SERVICES			
Salaries	1,810.00	1,810.00	-
Operating			-
Outlay			-

TREASURER/COLLECTOR

Salaries	25,244.00	25,244.00	-
Operating	8,224.00	8,224.00	-

TOWN COUNSEL

-

ADMIN. SERVICES

Salaries	1,294.00	1,294.00	-
Operating	389.00	389.00	-

DPW

Salaries	282,773.00	282,773.00	-
Operating	105,269.00	105,269.00	-
Outlay			-

9,722,616.28 8,744,475.57 978,140.71

BOARD OF ASSESSORS

Joanne Foley, MAA Chairman
 Barbara A. Flanagan
 Susan Moore

Phone: (978) 640-4330
 11 Town Hall Ave.
 7:30 am - 4:30 pm

The Assessors' Department operates under the authority of the Department of Revenue. It has a full time Chief Assessor, an office staff and a board that includes the Chief Assessor and two appointed members that serve on a part-time basis. The Board of Assessors is responsible for administering Massachusetts property tax laws equitably by estimating the fair market value of all real and personal property in Tewksbury. The office is responsible for adhering to strict certification requirements of the Department of Revenue. To meet these requirements, the assessors are obligated to revalue all properties yearly and, once every five years, undergo a state recertification audit.

	FY-2021	FY-2022
Total Taxable Value of Real Property	\$5,204,508,700	\$5,565,717,592
Total Taxable Value of Personal Property	\$299,607,550	\$316,927,210
Total Taxable Value of Real and Personal Property	\$5,504,116,250	\$5,882,644,802
Total Value of Exempt Property	\$257,365,200	\$260,648,100

Tax Rates per \$1,000	Residential/Open Space	\$15.72	\$15.20
	Commercial/Industrial/Personal	\$27.60	\$27.25
	Motor Vehicle Excise	\$25.00	\$25.00

Total amount to be raised	\$145,181,963.88	\$153,362,980.30
Total estimated receipts and other revenue sources	\$47,800,409.33	\$52,550,183.15
Total tax levy	\$97,381,555	\$100,812,797.15
Overlay	\$ 643,605.20	\$ 760,227.44

	Count Fiscal Year 2021	Valuation Fiscal Year 2021	Count Fiscal Year 2022	Valuation Fiscal Year 2022
Single Family	7853	3,572,938,100	7864	3,846,007,800
Condo	2153	738,467,500	2154	781,178,300
MultiHouse & Other	20	14,096,500	20	14,621,700
Two Family	46	19,190,100	45	21,956,800
Three Family	13	6,374,900	13	7,471,600
Apartments & Boarding Hs	19	198,046,600	19	216,055,000
Vacant Land	530	24,355,000	564	30,900,412
Commercial	465	393,275,600	464	396,189,900
Industrial	238	201,515,700	238	212,935,480
Chapter	15	2,402,600	15	2,408,600
Mixed Use	30	33,846,100	30	35,992,000
Personal Property	743	299,607,550	743	299,607,550

TREASURER'S CASH

CASH ON HAND JUNE 30, 2020	\$155,966,659.87
RECEIPTS TO JUNE 30, 2021	\$200,007,402.78
	\$355,974,062.65
PAID ON WARRANTS TO JUNE 30, 2021	(\$208,859,396.75)
BALANCE JUNE 30, 2021	\$147,114,665.90

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$15,926,447.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$46,055,000.00
	\$61,981,447.00

**STATEMENT OF TOWN DEBT
FISCAL YEAR BASIS**

2021	13,243,701.
2022	10,326,453.00
2023	10,164,361.00
2024	10,507,429.00
2025	10,615,660.00
2026	10,154,056.00
2027	10,117,623.00
2028	8,110,000.00
2029	6,460,000.00
2030	5,195,000.00
2031	3,910,000.00
2032	2,300,000.00
2033	2,295,000.00
2034	2,285,000.00
2035	2,280,000.00
2036	1,580,000.00
2037	750,000.00
2038	750,000.00
2039	750,000.00

TOTAL: 111,794,283.00

**STATEMENT OF INTEREST
FISCAL YEAR BASIS**

2021	6,024,458.45
2022	5,461,765.91
2023	4,874,307.79
2024	4,264,989.87
2025	3,636,758.98
2026	3,092,055.56
2027	2,617,338.77
2028	2,177,462.54
2029	1,825,012.54
2030	1,532,637.54
2031	1,268,687.52
2032	1,027,650.02
2033	876,906.26
2034	725,331.26
2035	572,881.26
2036	420,118.76
2037	289,800.00
2038	185,700.00
2039	0.00

TOTAL: 40,873,863.03

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2021

AFFORDABLE HOUSING	\$ 5,234,155.17
ARTS LOTTERY	\$ 18,844.81
COMMUNITY PRESERVATION ACT	\$ 2,664,735.08
CEMETERY PERPETUAL CARE FUND	\$ 27,941.27
CONSERVATION FUND	\$ 131,952.22
EDUCATION FUND	\$ 3,587.76
FAIRGRIEVE FUND	\$ 90,345.54
FOSTER SCHOOL FUND	\$ 30,039.27
LIBRARY ENDOWMENT FUND	\$ 32,366.53
LIBRARY GIFT FUND	\$ 11,298.27
MAHONEY FUND	\$ 1,835.92
PEIRCE FUND	\$ 1,983.27
PLANNING FUND	\$ 3,561.05
SCHOLARSHIP FUND	\$ 1,187.40
ST CLARE FUND	\$ 40,399.57
STABILIZATION FUND	\$ 8,703,205.79
TAXATION FUND	\$ 10,602.11
HEALTH TRUST FUND	\$ 8,450,325.60
VICOR FUND	\$ 7,825.53
TOTAL TRUST FUNDS	\$25,466,192.16

**PROPERTY TAX LEVIES AND COLLECTIONS
FISCAL YEAR 2021**

<u>REAL ESTATE</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>	<u>F/Y 2019</u>
Commitments	\$90,198,474.23	\$4,299.74	
O/S 07/01/20	-	\$1,451,520.65	\$240.76
Collections	(\$89,132,349.90)	(\$1,407,308.46)	(\$59.82)
Abatements	(\$31,579.77)	(\$31.25)	-
Refunds	\$212,229.73	\$10,509.84	-
Added To Tax Title	(\$213,897.29)	(\$51,051.12)	-
Deferred Taxes	(\$31,525.75)	-	-
Tax Possession	(\$0.00)	-	-
Misc Adjustments	(\$339,849.89)	(\$7,248.65)	(\$112.89)
BALANCE 06/30/21	\$661,501.36	\$690.75	\$68.05

<u>WATER & SEWER SEWER CONN LIENS</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>	<u>F/Y 2019</u>
Commitments	\$15,615,334.56	-	-
O/S 07/01/20	-	\$1,038,086.75	\$1,245.42
Collections	(\$14,942,067.20)	(\$543,802.30)	(\$630.62)
Abatements	(\$1,206.29)	-	-
Refunds	\$91,663.21	\$6,200.54	-
Liened to Real Estate	(\$29,930.22)	(\$3,570.25)	-
Deferred	-	-	-
Misc Adjustments	\$248,176.27	(\$499,553.88)	(\$606.80)
BALANCE 06/30/21	\$981,970.33	(\$2,639.14)	(\$8.00)

<u>PERSONAL PROPERTY</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>	<u>F/Y 2019</u>
Commitments	\$ 8,298,346.00	-	-
O/S 07/01/20	-	\$59,936.85	\$7,876.20
Collections	(\$ 8,229,204.00)	(\$35,258.60)	(\$1,087.87)
Abatements	(\$29,178.00)	-	-
Refunds	\$2,426.86	\$52.25	-
Misc Adjustments	(\$7,686.09)	\$2,362.71	(\$)
BALANCE 06/30/21	\$34,704.77	\$27,093.21	\$6,788.33

<u>MOTOR VEHICLE EXCISE</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>	<u>F/Y 2019</u>
Commitments	\$4,861,048.00	-	-
Add'l Commitments	-	\$484,481.40	-
O/S 07/01/20	-	\$478,880.26	\$87,663.92
Collections	(\$4,457,635.00)	(\$870,821.00)	(\$55,892.32)
Abatements	(\$30.00)	-	-
Refunds	\$25,596.91	\$ 34,318.63	\$1,346.06
Misc Adjustments	(\$63,872.91)	(\$37,203.55)	(\$2,001.18)
BALANCE 06/30/21	\$365,107.00	\$89,655.74	\$31,116.48

<u>BOAT EXCISE</u>	<u>F/Y 2021</u>	<u>F/Y 2020</u>	<u>F/Y 2019</u>
Commitments	-	\$5,720.00	-
O/S 07/01/20	-	-	\$2,247.87
Collections	-	(\$3,006.80)	(\$190.00)
Abatements	-	-	-
Refunds	-	\$15.00	-
Misc Adjustments	-	(\$98.36)	(\$.87)
BALANCE 06/30/21	\$ 0.00	\$2,629.84	\$2,057.00

CABLE ENTERPRISE FUND BALANCE SHEET

June 30, 2021

ASSETS

Cash	2,323,244.02
TOTAL ASSETS	2,323,244.02

LIABILITIES/RESERVES

Warrants Payable	4,965.13
Accrued Payroll	4,663.92
TOTAL LIABILITIES	9,629.05

FUND BALANCES:

Encumbrance Reserve	69,266.92
Unreserved/Undesignated	2,244,348.05
TOTAL FUND BALANCES	2,313,614.97
Total Liabilities/Fund Balances	2,323,244.02

FY21 CABLE REVENUES

Cable Enterprise Fund

Transfer In	
Other Revenue	
Cable TV Franchise	
Fee	612,304.68
Investment Earnings	2,763.75
Transfer From G/F	

Total Cable Enterprise Fund Revenue **615,068.43**

FY21 CABLE CAPITAL EXPENDITURES

Articles

STM 10/3/17#8 Install Fiber Opt	8,069.25	8,069.25
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Total Capital Expenditures		8,069.25
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FY21 CABLE OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
Cable			
Operating	490,749.88	316,850.64	173,899.24
Outlay			-
			-
	490,749.88	316,850.64	173,899.24

STORMWATER FUND BALANCE SHEET

June 30, 2021

ASSETS

Cash	740,133.79
2021 Stormwater rates	79,813.48
TOTAL ASSETS	819,947.27

LIABILITIES/RESERVES

Warrants Payable	83,648.18
Def Rev Stormwater rates	79,813.48
TOTAL LIABILITIES	163,461.66

FUND BALANCES:

Encumbrance Reserve	523,799.48
Unreserved/Undesignated	132,686.13
TOTAL FUND BALANCES	656,485.61
Total Liabilities/Fund Balances	819,947.27

FY21 STORMWATER REVENUES

Stormwater Fund

Stormwater Rate	1,124,526.26
Stormwater interest	2,827.37
Miscellaneous Fee	3,712.00
Investment Earnings	(360.85)

Total Stormwater Fund Revenue

1,130,704.78

FY21 STORMWATER RECAP

	APPROPRIATED	EXPENDED	BALANCE
Stormwater			
Operating	662,940.00	331,141.30	331,798.70
Outlay	500,000.00	143,077.87	356,922.13
			-
			-
	1,162,940.00	474,219.17	688,720.83

EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

Last Name	First Name	MI	Location	Amount	Regular	Overtime	Detail
TOWN MODERATOR							
WILSON	SCOTT	D	T114	225.00	225.00		
BOARD OF SELECTMEN							
DICK	BRIAN	H	T122	3,750.00	3,750.00		
JOHNSON	TODD	R	T122	750.00	750.00		
KELLY	JAY	J	T122	5,400.00	5,400.00		
KRATMAN	MARK	S	T122	3,750.00	3,750.00		
STRONACH	ANNE MARIE		T122	4,500.00	4,500.00		
WELLMAN	JAYNE	E	T122	4,500.00	4,500.00		
CUTELIS	MARIA	L	T305	258.88	258.88		
JOHNSON	MELISSA	A	T175	1,863.54	1,863.54		
TOWN MANAGER							
CICERO	CHRISTINE	M	T123	55,596.37	55,222.86	373.51	
LESSARD	KEVIN	M	T123	96,588.05	96,588.05		
MONTUORI	RICHARD	A	T123	208,509.06	208,509.06		
MOSCHELLA	CRYSTAL	M		12,316.72	12,316.72		
SADWICK	STEVEN	J	T123	134,536.44	134,536.44		
TAMBOLI	JEANINE	M	T123	70,274.64	70,274.64		
FINANCE COMMITTEE							
JOHNSON	MELISSA	A	T131	735.80	735.80		
AUDITOR							
ALFANO	PAMELA	J	T135	94,933.98	94,933.98		
DOYLE	NICOLE	D	T135	57,154.77	57,154.77		
FLORINO	RONALD	J	T135	35,312.82	35,312.82		
PAIVA	VIRGINIA	M	T135	38,306.39	38,306.39		
COMPUTER SERVICES							
BENT	JAMES	W	T136	100,564.71	100,564.71		
CHAMBERS	MICHAEL	C	T136	230.06	230.06		
CHENG	HAO			6,240.00	6,240.00		
BOARD OF ASSESSORS							
DEMEO	PATRICIA	A	T141	36,983.62	36,983.62		
DULONG	LINDA	A	T141	65,288.13	65,288.13		
FLANAGAN	BARBARA	A	T141	1,436.76	1,436.76		
FOLEY	JOANNE	P	T141	95,424.54	95,424.54		
MOORE	SUSAN	E	T141	1,436.76	1,436.76		
RAGUCCI	STACY	R	T141	47,892.72	47,892.72		
TREASURER/COLLECTOR							
BLAKENEY JR	WILLIAM	L	T145	82,966.77	80,109.05	2,857.72	
CATYB	DIANE	B	T145	51,427.37	51,427.37		
COVIELLO	COURTNEY	L	T145	3,636.24	3,636.24		
FLORINO	LYDIA	R	T145	36,704.33	36,704.33		

MAZZAPICA	MARY	M	T145	53,747.46	53,747.46	
METIVIER	JANICE	A	T145	11,069.55	11,069.55	
ODAMS	KELLY	L	T145	98,541.83	98,541.83	
SALEMME	DENISE	R	T145	68,937.27	68,937.27	
SARRAF	PAMELA	L	T145	37,023.19	37,023.19	

ADMINISTRATIVE SERVICES

BELANGER	TERESA	L	T153	87,596.55	87,596.55	
COVIELLO	COURTNEY	L	T153	7,869.36	7,869.36	

TOWN CLERK/TOWN ELECTIONS

GRAFFEO	DENISE		T161	102,854.76	102,854.76	
MCMULLEN	SARAH	C	T161	44,664.33	42,201.78	2,462.55
SULLIVAN	MICHELE	B	T161	78,122.63	74,219.35	3,903.28
WINTER	DEBORAH		T161	50,612.36	49,203.56	1,408.80
ANDERSON	NANCY	L	T161	108.38	108.38	
BANGS	JUDY	A	T162	567.94	567.94	
BEATTIE	ELEANOR	M	T162	2,278.00	2,278.00	
BEEAN	LILLIAN	K	T162	528.13	528.13	
BENSON	KATELYN		T162	643.88	643.88	
BEY-ALLEN	GEORGIA	L	T162	2,585.75	2,585.75	
BOYLE	RONALD	E	T162	731.07	731.07	
BRADLEY	TAMMIE	R	T162	620.07	620.07	
BRANCHAUD	KARLA		T162	2,502.50	2,502.50	
BRANCHAUD	JOSEPH	R	T162	242.26	242.26	
BRANCHAUD	THOMAS	R	T162	219.57	219.57	
CAMPO	SANDRA		T162	240.75	240.75	
CARRIERE	LORRAINE	H	T162	1,955.00	1,955.00	
CASEY	ELINOR	M	T162	571.88	571.88	
CHAMBERS	MAUREEN	E	T162	581.44	581.44	
CIAMPA	ERIN	C	T162	386.07	386.07	
CIAMPA	KELLEY	A	T162	399.57	399.57	
CRISI, SR	DAVID	A	T162	728.07	728.07	
CUNNINGHAM	LAUREN	T	T162	1,116.00	1,116.00	
DEFEUDIS	PATRICIA		T162	214.88	214.88	
DUNCAN	ANNE	J	T162	184.88	184.88	
FLANAGAN	BARBARA	A	T162	102.00	102.00	
FORLIZZI-ROCHE	DENISE		T162	3,497.38	3,463.25	34.13
GIARD	MARGUERITE	E	T162	1,249.31	1,249.31	
GOLEN	ALICE		T162	6.50	302.25	
GRAHAM	JOAN	Z	T162	518.45	518.45	
GRIFFIN	JENNIFER	L	T162	478.88	478.88	
HAINES	DONNA	G	T162	108.00	108.00	
HIGGINS	JANICE	C	T162	969.00	969.00	
HOLLOWAY	DANIELLE	M	T162	502.50	502.50	
HURLEY	MARGUERITE	L	T162	102.00	102.00	
IMPINK	ERIC	S	T162	51.00	51.00	
IMPINK	PAIGE	F	T162	1,714.83	1,714.83	
JOYCE	KRISTEN	M	T162	124.31	124.31	
KALKWARF	STEPHEN	C	T162	606.94	606.94	
KELLER	CAROLE	A	T162	1,086.00	1,086.00	
DIANE		L	T162	382.50	382.50	

LAMARCA	THEODORA		T162	1,192.14	1,192.14	
LAZZARA	MARY	E	T162	309.19	309.19	
LOWDER	ALEXANDRA	M	T162	1,020.49	1,020.49	
LOZOWSKI	DENISE	J	T162	2,510.75	2,510.75	
MACNEIL	JUSTINA	M	T162	130.69	130.69	
MACNEIL	LAUREEN	M	T162	668.00	668.00	
MAGUIRE	JANET	A	T162	740.82	740.82	
MCFAYDEN	BETH	L	T162	632.82	632.82	
MCNAMARA	CHARLENE	M	T162	1,087.25	1,087.25	
MORAN MURPHY	MARY	A	T162	718.25	718.25	
MOYNIHAN	JOHN	L	T162	334.69	334.69	
MURPHY	MARILYN	A	T162	113.00	113.00	
OATES	MICHELLE	M	T162	443.07	443.07	
OLIVA	VINCENT	J	T162	1,136.06	1,136.06	
OSTERTAG	PATRICIA	M	T162	195.75	195.75	
PANASUK	CHRISTIAN	L	T162	1,596.25	1,596.25	
PILCHER	MARY		T162	255.00	255.00	
POLI	LINDA	A	T162	613.00	613.00	
QUAGLIA	P. JERRY		T162	1,193.44	1,193.44	
QUINTON	PRISCILLA	N	T162	683.25	683.25	
RYAN	LORETTA	A	T162	2,067.25	2,033.50	33.75
RYSER	SHANNON	M	T162	768.50	768.50	
SHIRTON	JESSICA	M	T162	497.82	497.82	
SPANOS JOHNSON	SANDRA	A	T162	698.50	698.50	
STRAINGE	SCOTT	A	T162	421.88	421.88	
TARLOWSKI	RICCARDA		T162	604.31	604.31	
TOPPIN	JOANNE	R	T162	859.52	859.52	
TOPPIN	DAVID	M	T162	195.75	195.75	
TOPPING	CHRISTINE	A	T162	951.20	951.20	
TORNAME	NANCY		T162	477.37	477.37	
TORRO	AMY	L	T162	299.07	299.07	
TRUDEAU	JACOB	A	T162	111.19	111.19	
TRUDEAU	STEPHEN	A	T162	178.00	178.00	
VIEIRA	PHYLLIS	A	T162	1,004.63	1,004.63	
WALSH	KATHLEEN	M	T162	416.87	416.87	
WEIR	DUSTIN	L	T162	613.32	613.32	
WHITE	EMMA	L	T162	255.00	255.00	
CARROLL	AMANDA	K	T163	500.00	500.00	
CHOU	DAVID	J	T163	500.00	500.00	
TEAGUE	RUTH	A	T163	500.00	500.00	
CONSERVATION COMMISSION						
HOLLAND	PATRICK		T171	1,000.00	1,000.00	
RONAN	DANIEL	S	T171	1,000.00	1,000.00	
SHEEHAN	DENNIS	J	T171	1,000.00	1,000.00	
WALSH	EVAN	N	T171	1,000.00	1,000.00	
PLANNING BOARD						
DELANEY	JEREMIAH		T175	956.25	956.25	
FOWLER	ROBERT		T175	1,113.75	1,113.75	
FRATALIA	VINCENT	S	T175	956.25	956.25	
GALLO	STEFANIA	R	T175	69,919.07	66,319.07	3600

JOHNSON	MELISSA	A	T175	3,335.51	2,599.71	735.8	
JOHNSON	STEPHEN	G	T175	1,192.50	1,192.50		
LOWDER	ALEXANDRA	M	T175	52,171.09	51,031.65	636.42	503.02
MCDOWELL	DAWN	E	T175	3,117.05	3,117.05		
MCGINTY	ANNA	A	T175	65,855.00	62,255.00	3600	
MORRIS	CAITLIN	E	T175	420.77	420.77		
RYDER	ERIC	M	T175	956.25	956.25		
TELEMEDIA							
COVIELLO	COURTNEY	L	T191	868.29	868.29		
DORRINGTON	BRIAN	J	T191	86,268.21	84,588.21	1680	
MARSHALL	JASON	P	T191	62,833.76	61,153.76	1680	
STADTMAN	JACK	H	T191	780.00	780.00		
TOWN HALL							
RAY	SANDRA	M	T192	68,133.34	54,273.58	11,024.14	2835.62
POLICE							
ABERLE	JOSEPH	C	T210	22,838.00	19,495.54	3,342.46	
ADAMS	CHRISTOPHER	R	T210	126,525.14	86,048.47	22,359.73	18,116.94
ADAMS	BRUCE	E	T210	10,685.70			10685.7
AINSLIE	KATHARINE	H	T210	4,419.68	4,419.68		
BARBERA	JOSHUA	J	T210	102,077.26	79,148.61	12,099.41	10,829.24
BEERS	RACHEL	S	T210	18,620.64	18,620.64		
BERGERON	KATHRYN	H	T210	50,766.50	50766.5		
BETTANO	CHRISTOPHER	J	T210	90,350.08	79,233.48	2,723.44	8,393.16
BJORKGREN	ROBERT	M	T210	118,763.98	85,423.58	9,201.66	24,138.74
BOONE	ARLINE	F	T210	7,739.00	7,739.00		
BOUDREAU	AUDIE	E	T210	36,379.59			36,379.59
BRILEY	ERIN	M	T210	5,208.77	5,208.77		
BYRNE	CHRISTOPHER	A	T210	106,829.00	82,654.75	18855.25	5319
CAPUANO	KAREN	M	T210	86,034.02	71,186.36	7,071.66	7,776.00
CASEY	THOMAS	M	T210	44,788.91	28,011.80	2,197.11	14580
CASEY	JOHN	M	T210	72,812.85	62,847.90	2,431.05	7,533.90
CIARAMELLA	NICHOLAS	A	T210	44,117.98	37660.08	5728.9	729.00
COLUMBUS	RYAN	M	T210	163,238.78	163,238.78		
COLUMBUS	ALYSIA	M	T210	113,330.33	107,188.79	6,141.54	
CONNOR	PATRICK	M	T210	173,637.44	100,395.92	38,305.29	34936.23
CONNORS	BARTHOLOMEW	B	T210	9,706.50			9706.5
CONTALONIS	THOMAS	J	T210	51,764.35	48532.3	3232.05	
COOKE	THOMAS	M	T210	93,723.74	86024.29	7699.45	
COVIELLO	CHRISTOPHER	J	T210	22,079.72		142.22	21,937.50
CROWE	JOHN	J	T210	32,961.24	32,961.24		
CUSTANCE	LAURA	A	T210	63,943.50	61,044.73	2,898.77	
DOHERTY	PATRICK	S	T210	432.00			432.00
DONAHUE	MICHAEL	W	T210	15,302.70			15,302.70
DONOGHUE	JOHN		T210	42,454.00		284.44	42,169.56
DONOVAN	MATTHEW	D	T210	87,131.55	80,603.03	5,232.52	1,296.00
DONOVAN	ANDREW	J	T210	60,425.61	48689.21	5674.9	6,061.50
DONOVAN	MICHAEL	A	T210	110,578.92	92,270.88	13,848.02	4,460.02
DUFFY	DAVID	J	T210	117,164.07	77,454.70	21653.69	18,055.68
FARNUM	BRIAN	J	T210	137,777.77	106114.6	30259.17	1,404.00

FIELD	ROBERT	D	T210	185,035.41	121,533.82	37,407.57	26,094.02
FORTUNATO	JOSEPH	C	T210	18,512.52			18,512.52
GALLAGHER	SHANE	Q	T210	113,768.57	85,553.56	16,715.25	11499.76
GAMBLE	NICHOLAS	J	T210	2,398.02	2,398.02		
GATH	LEE	A	T210	13,439.76	1,222.26		12,217.50
GATH	PHILIP	M	T210	8,632.00			8,632.00
GAYNOR	SCOTT	P	T210	156,731.68	128,864.18	24,356.62	3,510.88
GONZALEZ	ANDRE		T210	30,648.13	27,664.03	2,768.10	216.00
GRIFFIN	KIMBERLY	A	T210	25,750.04	20756.38	4,993.66	
HANLEY	ERIC	E	T210	92,485.77	82,459.10	8,414.67	1,612.00
HARRINGTON	PATRICK	J	T210	111,183.14	99,873.34	11,309.80	
HARRIS	JO-ANN		T210	27,518.79	26,700.75	818.04	
HILDEBRAND	MARK		T210	31,218.94		284.44	30934.5
HOLLIS	JAMES	H	T210	90,485.49	87455.04	2382.45	648.00
HUNT	RYAN	J	T210	90,276.41	66,025.10	16,286.31	7,965.00
JAREK	JOHN		T210	66,105.08		284.44	65,820.64
JAREK	MATTHEW	J	T210	59,507.26		284.44	59222.82
JOP III	WALTER	J	T210	58,796.06	57,393.29	1,402.77	
JOUVELIS	JOHN	T	T210	23,962.59	20,209.86	3,752.73	
JUDD	JANICE	R	T210	26,853.48	21,476.65	5,376.83	
KEDDIE	SCOTT	A	T210	43,528.24		284.44	43,243.80
KELLEY	JOSEPH	C	T210	139,506.46	101,704.10	29,270.56	8,531.80
KELLY	TIMOTHY	W	T210	122,625.46	116043.7	6581.76	
KNOOPS	PETER	J	T210	32,835.04	31,227.91	1,607.13	
KNOWLES	CHERYL	M	T210	15,804.60	15,804.60		
KYLE	CHRISTIAN	R	T210	65,973.65	54294.68	6,123.27	5,555.70
LAPOINTE	DANA	T	T210	100,697.91	68,362.43	9,016.66	23318.82
LAYCOX	PATRICK	G	T210	17,841.88	16,675.91	1,165.97	
LEBOEUF	JAMES	P	T210	28,343.51	27,074.40	1,269.11	
LEFEBVRE	CHRISTOPHER	A	T210	100,705.02	75313.01	25392.01	
LESSARD	JACOB	R	T210	8,281.52	8107.87	173.65	
LEVY	DAVID	W	T210	41,688.00			41,688.00
LIM	CHY	H	T210	1,896.24	1,896.24		
LINDAHL	JUSTIN	A	T210	87,218.31	81,279.13	2,294.18	3,645.00
LUMSDEN	RICHARD	S	T210	3,318.64		284.44	3034.2
MACCARIO	MICHAEL	A	T210	106,361.64	78,300.05	25,429.09	2,632.50
MACCARO	REBECCA	A	T210	17,920.27	16,010.10	1,910.17	
MACLEOD JR	THOMAS	M	T210	594.00			594.00
MCLAUGHLIN	MICHAEL	J	T210	115,649.97	87067.34	28582.63	
MCMAHON	MARKUS	E	T210	98,381.44	82,459.08	7,876.36	8046
MCNAMARA	JASON	R	T210	26,729.21	21,694.32	1,713.87	3321.02
MCPHAIL	CHARLES		T210	38,602.94		284.44	38318.5
MENDES	SCOTT	T	T210	29,490.44		284.44	29206
MENDONCA	JOE	R	T210	97,275.96	68654.83	19657.13	8,964.00
MIANO	DAVID	M	T210	82,334.29	73,656.74	7,381.55	1,296.00
MORRIS	PAUL	E	T210	70,866.30	70,658.77	207.53	
MURRAY	PETER	C	T210	84,295.93	68,903.61	9,349.40	6,042.92
NEWCOMB	MICHAEL	S	T210	142,558.86	107089.15	24375.31	11,094.40
NICOSIA	PAUL	J	T210	109,171.18	80,737.40	21,265.28	7,168.50
O'HARE	JAMES	P	T210	10,071.00			10071
OKEEFE	KIMBERLY	A	T210	87,288.05	82,583.41	4,704.64	
PAGE-SHELTON	MATTHEW	C	T210	107,471.28	107471.28		

PALMACCI	ANDREW	S	T210	16,676.07	15459.68	1216.39	
PELLEGRINO	JOSEPH	M	T210	8,281.52	8,107.87	173.65	
PELRINE	MICHAEL	P	T210	64,705.80	40,770.97	6,282.49	17,652.34
PELRINE	STEPHEN		T210	47,290.50			47,290.50
PEOU	SANGVARAK	Y	T210	3,094.34	2,769.62	324.72	
PETERSON JR	DENNIS	J	T210	131,414.61	91,402.94	22,269.75	17,741.92
PHILLIPS	PETER	J	T210	21,735.00			21,735.00
PICCOLO	ARTHUR	M	T210	87,492.83	78,305.12	1411.71	7776
POISSON	KAREN	A	T210	23,232.50	20,952.43	2,280.07	
POWERS	STEPHEN	M	T210	44,888.44		284.44	44604
PRATT JR	DOUGLAS	E	T210	77,794.60	77,649.97	144.63	
QUINN	STEPHEN	J	T210	92,091.21	78828.32	13262.89	
REESE	KEVIN		T210	4,077.00			4077
REGAN	PETER	L	T210	99,349.75	89387.09	9962.66	
RICHARDSON	ANDREW	J	T210	82,504.46	69023.93	6973.53	6,507.00
ROWE	MATTHEW	S	T210	104,356.15	81,051.16	23,304.99	
RUGGIERO	MARIA	F	T210	69,681.91	65,844.39	3837.52	
RYSER	JAMES	T	T210	89,689.62	80,873.97	6,682.65	2,133.00
SAAD	JACOB	E	T210	7,074.00			7074
SABELLA	SARAH	M	T210	21,756.80	17024.75	4732.05	
SAWICKI	DANIEL	D	T210	1,539.00			1,539.00
SCHAFFER	ADRIANNA	N	T210	11,084.88	11,084.88		
SCHWALB	WILLIAM	L	T210	53,919.00			53919
SCOTT	CHRISTOPHER	M	T210	80,744.75	67061.12	9552.63	4,131.00
SHEEHAN	KAYLA	M	T210	75,630.49	75,198.49		432
SILVIA	SHAUN	E	T210	633.46	633.46		
SITAR	DANIEL	J	T210	7,344.00	7,344.00		
STEPHENS	ROBERT	A	T210	153,401.63	127,541.65	24,901.48	958.50
STOTIK	PATRICIA	J	T210	68,019.53	62,200.75	5,818.78	
STRONG	LAUREN	M	T210	63,441.25	54,388.82	7,675.43	1377
SUGHRUE	RYAN	M	T210	18,583.15	18,583.15		
SULLIVAN	EDWARD	M	T210	24,196.13	23,633.93	562.20	
SULLIVAN III	THOMAS	J	T210	30,173.44		284.44	29,889.00
TIRRELL	JOSHUA	B	T210	16,828.44	15,472.00	1,356.44	
TORRES	STEVEN	M	T210	128,829.12	119,122.58	9706.54	
TRELEGAN	COLIN	L	T210	154,968.45	83,975.75	26,774.48	44,218.22
VASCONCELLOS	MICHAEL	J	T210	86,476.46	70412.93	13039.53	3024
VASCONCELLOS	KAITLIN	M	T210	91,043.24	83740.54	7302.7	
VITALE	MARCIA	A	T210	63,237.99	58,221.29	5,016.70	
VOTO	JOHN	S	T210	165,501.07	164,421.07		1080
WELCH	JENNIE	A	T210	90,060.49	85,895.11	4,165.38	
WILLIAMS JR	JAMES	F	T210	142,233.03	115,656.29	25,091.74	1485
WOOD	MARK	P	T210	4,665.60			4,665.60

FIRE

ALTAVESTA	JOEL	R	T220	82,759.38	76,508.82	5,638.56	612.00
AUSTIN	SCOTT	D	T220	116,174.46	89,542.19	26,224.27	408
BIELECKI	PETER	J	T220	92,864.93	72,758.17	19290.76	816
BOURDON	MARC	B	T220	74,342.91	74,290.94	51.97	
BRADLEY	SHAWN	M	T220	90,127.44	78,544.11	10,971.33	612
BREKALIS	PETER	C	T220	29,837.62	27,765.33	1,868.29	204.00
BROTHERS	PATRICK	M	T220	94,968.81	73,464.93	21,503.88	

CALLAHAN	MICHAEL	P	T220	121,176.92	102,616.34	18,356.58	204
CARNEY	DAVID	A	T220	107,126.01	90,808.74	16,317.27	
DOGHERTY	JOSEPH	M	T220	73,389.00	68,233.73	4,543.27	612.00
DOHERTY	PATRICK	S	T220	115,696.09	88,092.02	26,380.07	1,224.00
ELLIOTT	TODD	E	T220	82,913.00	71,770.99	11,142.01	
FAGONE	JAY	J	T220	77,662.31	64,240.64	13,217.67	204.00
FITZPATRICK	JAMES	E	T220	88,193.32	76,121.15	11,460.17	612.00
FORTUNATO	JOSEPH	C	T220	105,057.24	79,285.77	25,159.47	612.00
FOWLER	JOHN	R	T220	88,369.02	73,577.91	14,281.11	510
GIASULLO	MICHAEL	J	T220	88,538.89	73,698.96	14,839.93	
GIASULLO	DAVID	J	T220	96,938.55	81,580.71	14,515.89	841.95
GIASULLO	JEFFREY		T220	96,466.97	85,707.84	9943.13	816
GIASULLO JR	JEFFREY		T220	85,995.77	70,112.80	15,882.97	
GOSSE	WILLIAM	R	T220	80,898.21	72,963.47	7,934.74	
GUTTADAURO	PAUL	F	T220	101,469.30	89,124.03	12,345.27	
HAZEL	MICHAEL	A	T220	183,561.62	183,561.62		
HOLDEN	TIMOTHY	J	T220	105,765.71	80,564.93	23,670.78	1530
HUBBARD	JUSTIN	A	T220	82,479.98	69,663.20	12,816.78	
HURLEY	BRIAN	J	T220	101,010.69	86,696.86	14,313.83	
KARLBERG	DAVID	R	T220	108,939.90	89,273.26	19,003.64	663.00
KASPRZAK	DANIEL	M	T220	76,785.50	74,914.58	1,870.92	
KEARNS	JOSEPH	W	T220	131,444.16	125,610.56	5,629.60	204.00
KEDDIE	ROBERT	P	T220	104,537.44	78,516.64	25,204.80	816
KEDDIE	SCOTT	A	T220	148,015.61	115,425.44	32,386.17	204.00
KERR	GARY	O	T220	128,294.74	112,131.39	15,959.35	204.00
LAMOUREUX	JUSTIN	A	T220	82,402.31	74,836.90	7,565.41	
LEVY JR	DAVID	W	T220	77,481.14	69,266.57	8214.57	
LUCIA JR	CHARLES	A	T220	92,672.08	78,773.13	11,654.95	2244
MACKEY	BRIAN	R	T220	111,972.49	93,255.77	17,900.72	816
MANCUSI	TIMOTHY	M	T220	87,752.94	78,669.54	7,961.40	1122
MARTIN	JEANNE	M	T220	62,016.63	62,016.63		
MCGLAUFLIN	RUSSELL	J	T220	104,180.16	87,210.03	16,970.13	
MERRILL	MICHAEL	B	T220	78,458.91	72,519.40	5,735.51	204
MERRILL MORGADO	CHRISTINA	M	T220	97,094.80	80,258.05	16,836.75	
OLEARY	JOHN	H	T220	57,838.67	47,424.11	10,414.56	
ROBERTS	HENRY	W	T220	71,138.78	64,420.83	6,717.95	
ROSEMOND	ALAN	L	T220	106,823.05	83,794.90	23,028.15	
SANDBERG	KENNETH	J	T220	107,739.97	90,984.30	16,551.67	204
SAWICKI	DANIEL	D	T220	95,962.64	95,492.24	266.40	204
SITAR	DANIEL	J	T220	93,195.53	79,846.30	13,349.23	
SMALL	DANIEL	T	T220	95,355.78	80,081.19	15,274.59	
SMITH	PETER	C	T220	72,802.00	60,343.38	12,458.62	
SODERGREN	JOSEPH	M	T220	75,114.39	72,091.27	3,023.12	
SPENCER	STEVEN	M	T220	75,648.68	75,018.41	630.27	
TEIXEIRA	CHRISTOPHER	J	T220	93,797.95	76,156.98	14,988.97	2,652.00
TEMMALLO	DEREK	C	T220	82,306.09	72,002.33	10,303.76	
VASAS	ALBERT	J	T220	157,945.52	141,867.32	16,078.20	
WELCH	TYLER	J	T220	78,165.83	71,376.45	6,738.38	51
WELCH	DEREK	W	T220	95,185.53	76,245.42	18,073.11	867.00
WILLEY	MICHAEL	A	T220	88,252.35	79079.04	9173.31	
YOST	DANIEL	W	T220	71,451.65	69696.43	1755.22	

BUILDING

AURILIO	ANTHONY	F	T241	1,365.72	1,365.72	
BAGNI	RICHARD	J	T241	1,365.72	1,365.72	
BERTONASSI	MARK	C	T241	5,347.78	5,347.78	
CATHCART	DAWN	E	T241	62,539.51	62,539.51	
GLOVER	CHERYL	N	T241	42,541.23	42,541.23	
JOHNSON	EDWARD	P	T241	89,402.14	89,402.14	
OKEEFE	NANCY	A	T241	62,539.51	62,539.51	
SCOTT	ROBERT	E	T241	12,556.83	12,556.83	
SULLIVAN	HAROLD	J	T241	21,846.94	21,846.94	
WILD	PAUL	A	T241	22,679.66	22,679.66	

DPW

ALFONSI	SEAN	G	T400	74,342.69	64,050.44	10,292.25
ALLARD	THOMAS	A	T400	99,962.41	72,166.40	27,796.01
ALLARD	PETER	D	T400	51,847.81	44,898.40	6,949.41
BEEBE	CHRISTOPHER	M	T400	91,509.92	70,655.53	20,854.39
BELIDA	ROBERT	A	T400	105,613.97	88,308.92	17,305.05
BOZEK	JOHN	B	T400	87,323.65	68,251.61	19,072.04
BOZEK	COLIN	J	T400	1,435.55	1,435.55	
BRINCH	SCOTT	M	T400	100,188.09	100,188.09	
BROTHERS	MICHAEL	S	T400	81,917.68	74,895.76	7,021.92
BURLEY	RANDALL	K	T400	80,839.15	80,839.15	
CAREY	JONATHAN	U	T400	13,371.17	13,319.99	51.18
CAREY	PATRICK	R	T400	63,537.31	57,965.83	5,571.48
CASEY	SHON	J	T400	88,188.64	74,717.01	13,471.63
CHANDLER	KENNETH		T400	94,676.15	79,320.22	15,355.93
CHENG	CHESTER	J	T400	74,610.00	74,610.00	
CLEARY	PATRICK	J	T400	91,688.85	70,187.96	21,500.89
CONLON	KEVIN	M	T400	110,039.71	91,989.84	18,049.87
DECAREAU	MATTHEW	P	T400	55,104.95	52,102.62	3,002.33
DESHLER JR	MICHAEL	T	T400	89,100.21	75,056.95	14,043.26
DOHERTY	ROSEMARY	E	T400	89,427.60	75,212.55	14,215.05
DONOVAN	MICHAEL	B	T400	87,918.30	87,551.22	367.08
DRAKOULAKOS	ALEC	P	T400	84,842.36	65,847.41	18,994.95
DRAKOULAKOS	BRADY	J	T400	1,262.17	1,262.17	
GIANNETTI	FRANK	P	T400	80,001.46	80,001.46	
GILBERT	BRIAN	M	T400	137,835.53	137,835.53	
GRAFFEO	DEREK	P	T400	1,081.86	1,081.86	
HARDIMAN	KEVIN	T	T400	101,146.57	101,146.57	
HIRTLE	MATHEW	T	T400	82,860.36	74,881.10	7,979.26
JENSEN	JOHN	E	T400	15,474.15	13,926.73	1,547.42
JOHANSEN	COLE	A	T400	22,957.68	22,957.68	
LAYNE	KENNETH	W	T400	78,770.62	70,859.83	7,910.79
LIZOTTE	DAVID	G	T400	94,004.62	94,004.62	
LOMBARDO	KYLE	J	T400	554.80	554.80	
LONGO	MICHAEL	K	T400	79,572.18	64,710.09	14,862.09
MARION	BERNARD	H	T400	84,820.25	74,385.18	10,435.07
MARION II	LOUIS	E	T400	82,381.17	75,793.80	6,587.37
MARKOS	ARTHUR	G	T400	76,549.40	76,549.40	
MCNAMARA	PATRICK	M	T400	80,174.22	59,873.79	20,300.43
MINER JR	ROBERT	H	T400	89,423.43	77,448.87	11,974.56

MUDARRIE	NICHOLAS	F	T400	77,784.65	71,473.58	6,311.07
NICHOLS	RAUN	A	T400	69,025.08	67,889.23	1135.85
PATTERSON	SUSAN	M	T400	45,905.84	45,905.84	
PELLETIER	MATTHEW	P	T400	2,245.37	2,245.37	
POWERS	STEPHEN	M	T400	4,725.00	4,725.00	
ROBINSON	CHRISTINE		T400	61,303.03	61,303.03	
SALERNO	JOHN	M	T400	90,951.47	77,950.79	13000.68
SCHOFIELD	CHERYL	A	T400	49,203.62	49,203.62	
SOTIRAKOS	DANIELLE	M	T400	24,571.69	24,571.69	
STACK	ANDREW	A	T400	86,078.66	85,866.39	212.27
STODDARD	RICHARD	E	T400	104,639.49	85,942.54	18,696.95
STRONACH	TIMOTHY		T400	114,085.01	82,626.03	31,458.98
TRUSCELLO	JASON	R	T400	87,557.88	71,382.23	16,175.65
TRZCINSKI	JOHN	R	T400	27,344.17	27,344.17	
WALL	ANDREW	F	T400	31,529.12	31,529.12	
WALSH	MARK	S	T400	75,776.60	67,936.79	7839.81
WHELAN	SHAWN	P	T400	93,726.19	71,782.44	21,943.75
WOODBURY	MELISSA	T	T400	68,021.82	67,733.78	288.04

BOARD OF HEALTH

AGARWALLA	URVI		T510	58,606.36	42,660.63	15,945.73
BARRY	RAYMOND	M	T510	405.00	405.00	
BOSCHETTI	ANTHONY	M	T510	315.00	315.00	
BOURDEAU	KATHLEEN	S	T510	645.01	645.01	
GRANT	MICHELE	E	T510	25,096.86	25,096.86	
HADGE	LISA	M	T510	53,837.09	53,837.09	
HANLY	SUSAN		T510	15,450.00	5,070.00	10380
POPP	MELISSA	A	T510	6,870.00	6,240.00	630
ROUX	CHARLES	J	T510	315.00	315.00	
SAWYER	SUSAN	Y	T510	79,802.51	79,802.51	
SCARANO	ROBERT	J	T510	315.00	315.00	
SORRENTINO	KERRY	N	T510	1,860.00	1,230.00	630
SULLIVAN	SHANNON	L	T510	73,132.68	73,132.68	
THOMAS	PAMELA	J	T510	4,515.84	4,515.84	
ZAROULIS	MARIA	H	T510	315.00	315.00	

COUNCIL ON AGING

CONOLE	JANICE	E	T541	72,656.95	72,656.95	
COVIELLO	COURTNEY	L	T541	16,528.33	16,528.33	
DEACKOFF	GAIL	A	T541	6,741.95	6,741.95	
DUNLEVY	DIANE		T541	36,851.13	36,851.13	
HESS	CHRISTINA	V	T541	12,723.12	12,723.12	
MCCARTHY	NANCY	M	T541	428.63	428.63	
MCNAUGHT	BRIAN	J	T541	26,702.01	25,314.44	1387.57
NATOLA	RALPH	J	T541	10,622.78	10,622.78	
NOEL	ROBERT	S	T541	32,443.65	32,443.65	

VETERAN SERVICES

ALLEN	DONNA	M	T543	37,681.84	37,681.84	
DOWNEY	LISA	M	T543	61,551.13	61,551.13	

LIBRARY

ARDIZZONI	CAROLE	A	T610	4,539.06	4,539.06	
BLAIKIE	MICHELLE	M	T610	16,727.25	16,441.31	285.94
BOC	NOELLE	E	T610	77,423.52	77,423.52	
BRILEY	JEANNINE	L	T610	59,284.43	59,284.43	
BURKE	JENNIFER	L	T610	47,694.16	47,102.96	591.20
DRISCOLL	DANIELLE	M	T610	46,994.68	46,126.29	868.39
FIUMARA	JOSEPH	F	T610	62,710.61	57,977.68	4,732.93
GIARRUSSO	DIANE	M	T610	93,336.09	93,336.09	
HAMM	MARIA	C	T610	7,154.86	7,154.86	
HAYES	ROBERT	L	T610	74,557.31	71,379.15	3,178.16
HOLLAND	GAIL	M	T610	48,282.12	47,591.47	690.65
HOLLIS	CHRISTINE		T610	46,126.30	46,126.30	
JENNINGS	KATIE	L	T610	17,156.16	17,156.16	
KELLEY	ANNE	E	T610	40,811.39	40,391.56	419.83
LEGGAT	EMILY	R	T610	57,113.47	57,023.43	90.04
LEWIN	KATRINA	D	T610	57,957.65	57,023.41	934.24
MAGANZINI	HEATHER	R	T610	52,492.89	51,304.52	1,188.37
PIKE	JEFFREY	M	T610	2,905.34	2,905.34	
ROBINSON	MEGHAN SIOBHAN	S	T610	60,346.60	59,660.33	686.27
SWARTZ	JEANNE	E	T610	49,483.70	49,483.70	
TROIANO	THERESA	M	T610	6,435.60	6,435.60	

PARKS/RECREATION

BOMAL JR	VINCENT	R	T630	88,753.71	88,753.71	
CALLISON	PATRICK	S	T630	78,693.08	71,482.27	7,210.81
FRONTAIN	ZACHERY	W	T630	26,497.01	22,564.32	3,932.69
GENDRON	JAMIE	D	T630	78,586.15	68,917.05	9,669.10

AT YOUR SERVICE

(AREA CODE 978)

GENERAL INFORMATION.....	640-4300	SCHOOL DEPARTMENT	
AMBULANCE.....	911	Athletic Director.....	640-7834
Administrative Services, Town Hall.....	640-4488	Loella Dewing School, 1469 Andover St.....	640-7858
Assessors, 11 Town Hall Ave.....	640-4330	Heath Brook School, 165 Shawsheen St.....	640-7865
Auditor, 11 Town Hall Ave.....	640-4320	Memorial High School, 320 Pleasant St.....	640-7825
Board of Registrars (Voter Information).....	640-4355	North Street School, 133 North St.....	640-7875
Building Commissioner, Town Hall.....	640-4430	Louise Trahan School, 12 Salem Rd.....	640-7870
Community Development, Town Hall.....	640-4370	John Ryan Elem School, 135 Pleasant St.....	640-7880
Computer Services, 11 Town Hall Ave.	640-4351	John Wynn Middle School, 1 Griffin Way.....	640-7846
Conservation Commission, Town Hall.....	640-4370	Shawsheen Tech. Regional H.S. (Billerica).....	667-2111
FIRE DEPARTMENT, 21 Town Hall Ave.		Superintendent of Schools, 139 Pleasant St....	640-7801
EMERGENCY.....	911	Business Admin. Office, 139 Pleasant St.....	640-7805
Other Fire Information.....	640-4410	Sealer of Weights & Measurers.....	640-4430
Health Board, Town Hall.....	640-4470	Selectmen, Town Hall.....	640-4300
Housing Authority, Saunders Circle.....	851-7392	Senior Center, 175 Chandler St.....	640-4480
Library (300 Chandler St.).....	640-4490	Telemedia Department, Town Hall.....	771-0819
Parking Clerk, Town Hall.....	640-4355	Public Channel: Comcast 8 and Verizon 32	
Planning Board, Town Hall.....	640-4370	Education Channel: Comcast 22 and Verizon 34	
Plumbing/Electrical Inspector, DPW Building	640-4435	Government Channel: Comcast 99 and Verizon 33	
POLICE DEPARTMENT, 918 Main Street		Town Clerk, Town Hall.....	640-4355
EMERGENCY.....	911	Town Manager, Town Hall.....	640-4300
Administrative-Non Emergency.....	640-4381	Treasurer/Tax Collector, 11 Town Hall Ave....	640-4340
Detectives.....	640-4380	Veterans Agent, Senior Center.....	640-4485
Animal Control Officer.....	640-4395	Voter Information, Town Hall.....	640-4355
Public Records.....	640-4355	Welfare Department.....	446-2400
PUBLIC WORKS (DPW) 999 Whipple Rd.		Historical Society	863-9989
Superintendent/Administration Office.....	640-4440	Web Site – www.tewksburyhistoricalsociety.org	
Engineering Division.....	640-4440	Tewksbury Cemetery, 172 East St.....	978-851-4165
Highway Division.....	640-4440	Tewksbury Community Pantry.....	978-858-2273
Sewer Division.....	640-4440	Town Web Site.....	www.tewksbury-ma.gov
Snow & Ice Emergency.....	640-4443	CITIZENS INFORMATION SERVICE	
Tree Division	640-4440	Secretary of the Commonwealth.....	1-800-392-6090
Water Division		Web Site – www.sec.state.ma.us	
(Emergencies-Phone Police Dept).....	640-4448	Senator Elizabeth Warren (Boston).....	617-565-3170
Water Treatment Plant.....	858-0345	Senator Edward Markey (Boston).....	617-565-8519
Water Billing Division, 11 Town Hall Ave.....	640-4350	Congressman Seth Moulton.....	202-225-8020
Road Runner Transportation.....	459-0152	State Senator Barry R. Finegold.....	617-722-1612
Rubbish Disposal.....	1-800-442-9006	State Representative David Allen Robertson	617-722-2210
Northern Middlesex Registry of Deeds.....	458-8474	State Representative Tram T. Nguyen.....	617-722-2060