

Annual Report

Town of Tewksbury Massachusetts



2023

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2023 IN MEMORIAM

First Name	Last Name	Position
Ruth	Anderson	Teacher
Rita	Boudreau	School Aide
Arthur	Costa	Council on Aging
Carolyn	DeSisto	School Food Service
Mary	Feick	Teacher
Dorothy	Foley	Teacher
Paul	Gearty	Police Lieutenant
Sandra	Georgopoulos	School Aide
Alice	Golen	Election Staff
Theresa	Harrington	School Food Service
Alison	Hayes	Teacher
Maureen	Kelley	Teacher
Gerald	Kutcher	Zoning Board of Appeals
Pamela	Lussier	Teacher
Robert	Maloney	Teacher
Mary	Mello	School Staff
Mary	Morris	School Office Aide
Elaine	Mullen	Teacher
Robert	Noel	Building Maintenance
Michael	Peters	HMEO
Paul	Thomas	Patrol Officer

GENERAL GOVERNMENT

Biograph

Elected Officials

Appointed Officials

Boards-Committees-Commissions

Federal and State Government

Annual Town Election

Annual Town Meeting

Special Town Meeting

State Primary

Special Town Meeting

State Election

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
2022 - 30,730
2023 - 30,053
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

Select Board

Patrick Holland (Clerk)	2026
Todd R. Johnson (Chair)	2024
Mark Kratman	2025
James F. Mackey, III (Vice Chair)	2024
Jayne E. Wellman	2025

School Committee

Kaitlyn M. Anderson (Clerk)	2026
Kayla M. Biagioni-Smith (Vice Chair)	2025
Bridget L. Garabedian (Chair)	2024
Nicholas G. Parsons	2024
Richard P. Russo, Jr.	2025

Planning Board

Jonathan T. Ciampa (Clerk)	2026
James J. Duffy	2025
Vincent S. Fratalia (Vice Chair)	2024
Stephen G. Johnson, Jr. (Chair)	2026
Nicholas J. Lizotte	2026

Moderator

Dustin T. Weir	2026
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Board of Library Trustees

Christopher P. Castiglione	2024
Cathy M. Dwyer	2026
Julie Naughton (Vice Chair)	2025
Bonnie M. Page (Chair)	2024
Susanne M. Pedersen (Clerk)	2025
Jessica Rauseo	2026

Board of Health

Susan Amato	2025
Raymond M. Barry (Chair)	2024
Melissa Braga (Vice Chair)	2025
Katlynn Bugda Gwilt (Clerk)	2026
Robert G. Scarano	2024

Housing Authority

John W. Deputat (Chair)	2024
Marc A. DiFruscia (Treasurer)	2026
Ryan M. Lloyd	2025
Terry L. Musgrave (State Appointee)	2026
Cheryl A. Wight (Tenant) (Vice Chair)	2026

School Committee/Regional Technical

Cheryl M. Bartolone	2024
Patricia M.W. Meuse	2025

APPOINTED OFFICIALS

Animal Control Officers	Christine Gualtieri Ashley Chmiel Casey Smith
Building Commissioner	Leo Bettencourt
Chief Assessor	Joanne Foley
Computer Services	Jami Bent
Council on Aging Director	Janice Conole
Director of Public Works	Kevin Hardiman
Emergency Management	Richard Montuori
Town Accountant	Albano Rego
Fire Chief	Joseph Kearns
Health Director	Shannon Gillis
Library Director	Diane Giarrusso
Conservation Agent	Joseph Fontaine
Police Chief	Ryan Columbus
Superintendent of Schools	Brenda Theriault-Regan
Town Clerk	Denise Graffeo
Town Counsel	Kevin Feeley
Town Historian	Nancy Reed
Town Manager	Richard Montuori
Assistant Town Manager/Director of Community Development	Steven Sadwick
Community/Economic Development Planner	Alexandra Lowder
Treasurer/Collector	Kelly Odams
Assistant Treasurer/Collector	Lydia Florino
Veterans Agent	Lisa Downey

BOARDS – COMMITTEES – COMMISSIONS

Board of Assessors

Barbara Flanagan
Joanne P. Foley, Chief Assessor
Susan Moore

Board of Registrars

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

Community Preservation Committee

Thomas Churchill
John W. Deputat, Chair
Vincent S. Fratalia
Steven E. Gove
Patrick Holland
Richard Montuori, Town Manager
Christopher Mullins

Conservation Commission

Linda R. Darveau
Steven E. Gove
Daniel S. Ronan, Chair
Dennis Sheehan
Evan N. Walsh

Council on Aging

Joanne Aldrich
Donna M. Bell
Arthur P. Costa
Sandra L. Creamer
Virginia Desmond
Jeffrey DuFour
Michael McDermott
Marilyn A. Murphy, Chair
Tracy Skahan
Ruth Joan Unger
Kathleen M. Walsh
Arlene Wright

Economic Development Committee

Stephen G. Johnson, Jr.
Patricia A. Lelos
James Mackey III
Timothy Swett

Elementary School Building Committee

Jonathan T Ciampa

Thomas L. Cooke
James A Cutelis
Shannon M Demos
Jay S. Harding
David A. Libby
Lori McDermott
Richard Montuori, Town Manager
Richard P. Russo, Jr.
Eric M. Ryder
Anne Marie Stronach
Lori C. Sustek
Brenda Theriault-Regan
Jayne Elizabeth Wellman

Finance Committee

David Aznavoorian
Susan Bishop
Jason A. Christian
Thomas L. Cooke
Stephanie Klinkenberg-Ramirez
Robert A. Kocsmiersky
Richard Levasseur

Green Committee

Vincent Bomal
Thomas L. Cooke
Alexandra Lowder
John Marchand

Historic Commission

Thomas Churchill, Chair
Karen Joyce Favreau
Ryan M. Lloyd
M. Eileen McDonough
Nancy L. Reed
Patricia Stratis
Linda Voutour

Local Historic District Study Committee

Karen Joyce Favreau
Alex Pratt
Nancy L. Reed,
Patricia Stratis
Linda Voutour

Lowell Regional Transit Association Representative

Mark Kratman

Mass. Cultural Council - (Arts Lottery Council)

Shana J. Abbott
Mary Buonanno
Diane M. Casazza
David A Crisci
Michelle Haley
Rosalyn Impink
Niharika Karia
Sarah C. Manchester
Collin R. McNaught
Terry L. Musgrave
Christian Panasuk, Chair
Patricia Stratis

NMCOG

James J. Duffy
Jayne E. Wellman

Open Space & Recreation Plan Committee

Tom Branchaud, Chair
Raymond Bowden
Joann Brace

T.D.E.I.A.C.

Kaitlyn Anderson
Karen Bakar-O'Brien
Mason J. Dunn
John Buckley
Peter J. Chase
Paige F. Impink
Bruce F. Shick
Karyn A. Sliva
Susan Young

Taxation Aid Committee

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

Tewksbury Beautification Committee

Jennifer Balch-Kenney, Chair
Paige F. Impink
Kathy M. MacInnis
Boris Pejic
Daniel S. Ronan
Tracy Skahan

Kelly Fineran
Maureen Kelledy
Erin Kelly
Bryanna Makumbi
Kimsan Nguyen
Kimberly O'Keefe
Maya Sachdev
Jayne E. Wellman, Chair

Tewksbury North and Trahan School Reuse Committee

Kayla M. Biagioni-Smith
John Deputat
Jeff Elwell
George Ferdinand
Robert A. Fowler
Mark Kratman
Bruce F. Shick, Chair
Kristin Smith

Zoning Board of Appeals

Joseph D. Cary (Associate Member)
Robert Dugan
Michael J. Farnum (Associate Member)
Nancy Rego, Chair
Daniel J. Teixeira

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
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(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 (D)
McCormack Building
One Ashburton Place
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GOVERNOR

Maura Healey (D)
Massachusetts State House
Office of the Governor, Room 280
Boston, MA 02133
Phone: (617) 725-4005

STATE SENATOR

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

ATTORNEY GENERAL

Andrea J. Campbell (D)
One Ashburton Place, 20th Floor
Boston, MA 02108
(617) 727-2200

DISTRICT ATTORNEY

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

STATE REPRESENTATIVES

Vanna Howard (D)
Seventeenth Middlesex District
Precinct 1
Massachusetts State House
Room 33
Boston, MA 02133
617-722-2060

David Allen Robertson (D)
Nineteenth Middlesex District
Precincts: 2-4-5-6-8
Massachusetts State House
Room 473F
Boston, MA 02133
(617) 722-2210

Tram T. Nguyen (D)
Eighteenth Essex District
Precincts 3-7-5A
Massachusetts State House
Room 33
Boston, MA 02133
(617) 722-2060

ANNUAL TOWN ELECTION

April 1, 2023

	1	2	3	4	5	6	7	8	TOTAL
Registered Voters	2791	3077	3066	2759	3132	2907	3175	2984	23891
Voters	86	106	81	79	105	86	118	136	797
Percentage	3.1%	3.4%	2.6%	2.9%	3.4%	3.0%	3.7%	4.6%	3.3%

SELECT BOARD

PATRICK HOLLAND	68	91	61	67	83	69	95	108	642
<i>Total number of write-ins</i>	3	2	2	1	1	0	1	3	13
Times Blank Voted	15	13	18	11	21	17	22	25	142
Total Ballots	86	106	81	79	105	86	118	136	797

SCHOOL COMMITTEE

KAITLYN M. ANDERSON	71	95	68	71	85	71	96	113	670
<i>Total number of write-ins</i>	1	1	3	1	1	0	1	3	11
Times Blank Voted	14	10	10	7	19	15	21	20	116
Total Ballots	86	106	81	79	105	86	118	136	797

PLANNING BOARD – 3 YRS

JONATHAN T. CIAMPA	72	88	65	67	77	64	95	112	640
<i>Total number of write-ins</i>	1	0	0	0	1	1	1	1	5
Times Blank Voted	13	18	16	12	27	21	22	23	152
Total Ballots	86	106	81	79	105	86	118	136	797

PLANNING BOARD – 2 YRS

NICHOLAS JAMES LIZOTTE	66	84	61	65	71	64	88	100	599
<i>Total number of write-ins</i>	2	0	1	0	0	0	1	3	7
Times Blank Voted	18	22	19	14	34	22	29	33	191
Total Ballots	86	106	81	79	105	86	118	136	797

BOARD OF HEALTH

KATLYNN BUGDA GWILT	66	71	57	61	77	55	77	101	565
GEORGE FERDINAND	19	32	21	15	22	28	37	34	208
<i>Total number of write-ins</i>	0	0	0	0	1	1	0	0	2
Times Blank Voted	1	3	3	3	5	2	4	1	22
Total Ballots	86	106	81	79	105	86	118	136	797

BOARD OF LIBRARY TRUSTEES

	1	2	3	4	5	6	7	8	TOTAL
JESSICA RAUSEO	69	84	64	70	78	74	97	113	649
<i>Total number of write-ins</i>	18	16	12	10	14	16	13	16	115
Times Blank Voted	85	112	86	78	118	82	126	143	830
Total Ballots	86	106	81	79	105	86	118	136	797

Annual Town Election

April 1, 2023

Write In Details:

CATHY M. DWYER	11	11	7	9	10	10	11	11	80
ALL OTHERS	7	5	5	1	4	6	2	5	35

HOUSING AUTHORITY - 2 YRS UNEXPIRED

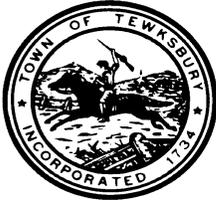
RYAN M. LLOYD	73	85	64	70	78	71	92	109	642
<i>Total number of write-ins</i>	2	0	0	0	1	0	1	1	5
Times Blank Voted	11	21	17	9	26	15	25	26	150
Total Ballots	86	106	81	79	105	86	118	136	797

MODERATOR

DUSTIN T. WEIR	71	91	66	74	84	73	98	116	673
<i>Total number of write-ins</i>	2	0	0	0	0	0	0	1	3
Times Blank Voted	13	15	15	5	21	13	20	19	121
Total Ballots	86	106	81	79	105	86	118	136	797

ANNUAL TOWN MEETING

May 1, 2023



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
TEWKSBURY, MASSACHUSETTS 01876



OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC
TOWN CLERK

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

Tewksbury Memorial High School
320 Pleasant Street
2023 Annual Town Meeting
May 1 & 3, 2023

Newly re-elected Moderator, Dustin Weir called to order the May 1, 2023 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.

On Monday, May 1, 2023, there were 150 voters and 24 visitors in attendance.

Connections Academy Junior, Dasia Allen sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance

Moderator Weir held a moment of silence respecting the loss in the last year of members from our community.

Chair of the Board of Selectmen, Todd Johnson made the following announcements:

- This coming Saturday, May 6th is Spring Town Cleanup Day, organized by the Tewksbury Beautification Committee, between the hours of 9 AM and 2 PM.
- On May 13th the Annual National Letter Carriers food drive to benefit the Tewksbury Community Food Pantry will be conducted. If you leave nonperishable food items in or next to your mailbox, letter carriers will pick them up and bring them to the pantry.

Moderator Weir made the following introductory comments:

Welcome to the Tewksbury Annual Town Meeting. As we begin our meeting, I want to take a moment to talk about 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 in Tewksbury is eligible to act on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town. Voters must wear their voting ribbon conspicuously in order to be counted during standing votes. Please ensure that it is on your person, not your jacket.

This meeting is being recorded. As we move through the articles, presenters or sponsors on the articles will be allowed to speak first before I open the floor to debate. A voter desiring to speak should approach the microphone, await recognition by me, and identify yourself when recognized by name and address for the record. I ask members of 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 that tapping, that is your signal to wrap up your remarks.

Speakers can disagree with any official, with any other voter, volunteer, or any board. 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 participants 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. I hope I don't have to enforce that rule. Let's work together to address the issues before this body fairly and efficiently.

I will accept a motion to move the question, however, I reserve the right to make sure we have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. If you are amending an article, you must present it to the Town Clerk in writing. We will vote on the amendment first. 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 is written in the warrant.

When you came in tonight you were given the warrant with the articles we will be discussing, along with a handout with the Finance Committee recommendations, and a supplemental handout from the Town Manager with detailed explanations for several articles and funds. Scrivener's errors are also noted in that document.

At this time, please silence your cell phones and ensure your voter ribbon is showing so that counters can easily see it when we do 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 you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.

Do we have anyone in the auditorium who is not a registered voter here in Tewksbury? A show of hands please? We welcome you to town meeting and hope that you enjoy this process. Visitors may attend the meeting and sit only in the reserved for visitors' section. Media may sit in the visitors' section or at the press table. For all of you that attend faithfully, I thank you for your continued presence this evening and your commitment to and involvement in this community.

Sitting up here are the various boards of the Town with elected and appointed members including the Select Board, Town Counsel, the Planning Board, the Board of Health, Department Heads, the Finance Committee, the School Committee, Library Trustees, the Shawsheen Tech School Committee, and the Housing Authority.

Please allow me to introduce the Chairman of the Finance Committee, Robert Kocsmiersky. Mr. Kocsmiersky will make the first motion on every article unless the Finance Committee is deferring to another board.

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. 7:40 PM 5/1/23

Mr. Kocsmiersky motioned to allow certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, School Business Manager David Libby, DPW Director Kevin Hardiman, Town Engineer Andrew Stack, Town Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions and this motion was Adopted. 7:41 PM 5/1/23

Richard Cuoco motioned to Table Articles 28 & 29 until the reopening of the Annual Town Meeting on Wednesday, May 3, 2023 at 7:30 PM and this motion was Adopted 8:23 PM 5/1/23

Finance Committee Chairman, Rob Kocsmiersky, motioned to Recess the Monday session of the 2023 Annual Town Meeting to Wednesday May 3, 2023 at 7:30 PM and this motion was Adopted. 8:35 PM 5/1/23

Moderator Weir re-opened the 2023 Annual Town Meeting on Wednesday, May 3, 2023 at 7:30 PM.

On Wednesday, May 3, 2023 there were 91 voters and 10 visitors in attendance.

Moderator Weir made the following introductory comments:

Town Meeting Guidelines are printed in the back of the warrant for your reference. Voters are wearing blue ribbons. Display those ribbons prominently so the counters and I can see them. Visitors wearing red ribbons, and other guests who are not registered voters in Tewksbury, must sit in the visitors' section in the bleachers to my left. The press table is to my left. Members of the press must remain at the table while they are in the hall. Emergency exits are located at the back right corner of the gymnasium and in the cafeteria to both the left and right after you leave the gym. During the meeting, no one may stand in the entrances to the gym.

Officials and article sponsors who are addressing the voters may use the podium on the floor. Voters speaking on an issue may use the microphone in the middle aisle at the front of the seating area. Please begin your remarks by stating your full name and street address for the record and speak directly into the microphone.

There is a five-minute limit for any appearance at the podium – if you ask a question, the clock will not stop during the response. I will inform you when you have one minute remaining. Address all comments and questions to or through the Moderator, not to officials or other voters. Visitors who wish to speak must have approval from the voters to do so.

During debate on an article, if a voter submits an amendment for consideration in writing, we will debate and act on the amendment immediately, then continue debate on the article, so only one amendment is pending at any time.

Please remain seated while in the hall unless rising to speak or vote. Stay at your seats during a vote so our counters can accurately tally standing counts.

Turn your cell phones off or on silent and do not make phone calls in the hall.

Chairman of the Finance Committee, Mr. Robert Kocsmiersky will make the first motion on every article unless the Finance Committee is deferring to another board.

Before we begin this evening, I would like to thank the media and custodial staff at Tewksbury Memorial High School for their efforts in preparing the hall and televising the meeting. I would like to thank Town Clerk Denise Graffeo, Assistant Town Clerk Sarah McMullen, the checkers, counters, and police officers on duty for their work before and during the meeting; and all of you for continuing Tewksbury's long tradition of open government. My thanks to the Town Manager, Town Counsel, the Finance Committee, and everyone else who has helped me prepare for and manage this town meeting. It is an honor to serve in this position and be part of our local government.

Moderator Weir called for a three-minute recess to consult with Town Counsel regarding Robert Scarano's Point of Order requesting a standing count as the method of voting for Article 37

7:44 PM 5/3/23

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2023 Annual Town Meeting Sine Die, and this motion was Adopted.

7:51 PM 5/3/23

APPROPRIATION CERTIFICATE – ANNUAL TOWN MEETING – MAY 1 & 3, 2023

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Select Board, 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 1, 2023

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM OTHER AVAILABLE FUNDS	CPA APPROP.	CPA RESERVE	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	CABLE ENTER RETAINED	BORROW	MEMO
4	GENERAL FUND BUDGET	134,105,395.00								
5	SEWER ENTERPRISE FUND				7,109,644.00					
6	WATER ENTERPRISE FUND				8,182,480.00					
7	STORMWATER ENTERPRISE FUND				611,200.00					
8	CABLE TV ENTERPRISE FUND				406,038.00					
9	TOWN ONE TIME ITEMS	1,937,505.00								STABILIZATION
10	DPW CAPITAL EQUIP & IMPROVEMENTS						495,000.00			
11	DPW CAPITAL EQUIP & IMPROVEMENTS					320,000.00				
12	DRAINAGE IMPROVEMENTS & UPGRADES				505,000.00					
13	TMHS STUDIO UPGRADES							200,000.00		
14	WATER LINE INSTALLATION & REPLACEMENT								2,100,000.00	
15	REDUCE TOWN EXEMPT DEBT	40,644.00								BOND PREMIUMS
16	OBDENS FIELD LIGHTS			455,000.00						
17	FOOTBALL BLEACHERS SAUNDERS REC COMPLEX			30,000.00						
18	HAZARDOUS MATERIAL REMEDIATION ELLA FLEMINGS			80,000.00						
19	WATER QUALITY LONG POND			92,741.00						
21	COMMUNITY PRESERVATION FUND		61,307.00	245,230.00						
	TOTAL	134,105,395.00	1,978,149.00	61,307.00	902,971.00	16,814,362.00	320,000.00	495,000.00	200,000.00	2,100,000.00

Raise & Appropriate **\$134,105,395.00**

Transfers **\$1,978,149.00**

CPA Appropriation **\$61,307.00**

CPA Reserve **\$902,971.00**

Enterprise Funds **\$16,814,362.00**

Water Enterprise Retained **\$320,000.00**

Sewer Enterprise Retained **\$495,000.00**

Cable Enterprise Retained **\$200,000.00**

Borrow **\$2,100,000.00**

ATTEST:

DENISE GRAFFEO, TOWN CLERK

SECTION 1

ARTICLE 1

To choose all necessary Town Officers, by ballot, One (1) member of the Select Board for three years; One (1) member of the School Committee for three years; One (1) member of the Planning Board for three years; One (1) member of the Planning Board for a two year unexpired term; One (1) member 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 a two year unexpired term; and One (1) Moderator for three years.

Accomplished at the April 1, 2023 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 2024 Budget
Article 5	Budget Related	Fiscal Year 2024 Sewer Enterprise Budget
Article 6	Budget Related	Fiscal Year 2024 Water Enterprise Budget
Article 7	Budget Related	Fiscal Year 2024 Stormwater Enterprise Budget
Article 8	Budget Related	Fiscal Year 2024 Cable TV Enterprise Budget
Article 9	Budget Related	Transfer \$1,937,505 from Stabilization Fund for Town Capital Equipment and Projects
Article 10	Budget Related	Transfer \$495,000 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
Article 11	Budget Related	Transfer \$320,000 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects, and Vehicles
Article 12	Budget Related	Raise and Appropriate the sum of \$505,000 within the Stormwater Enterprise Fund for Drainage Improvements
Article 13	Budget Related	Transfer \$200,000 from Cable Enterprise Fund Retained Earnings for upgrades to the Tewksbury Memorial High School Studio.
Article 14	Budget Related	Authorize the borrowing of \$2,100,000 within the Water Enterprise Fund for Water Distribution Improvements
Article 15	Budget Related	Transfer \$40,644 to reduce Town Exempt Debt Principal
Article 16	Budget Related	To Appropriate and Transfer the Sum of \$455,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new lights, poles and associated electrical work at the baseball fields at the Saunders Recreation Complex.
Article 17	Budget Related	To Appropriate and Transfer the Sum of \$30,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new home bleachers at the football field at the Saunders Recreation Complex.
Article 18	Budget Related	To Appropriate and Transfer the Sum of \$80,000 from the Tewksbury Community Preservation Undesignated Reserve for the removal of hazardous materials at the Ella Flemings School.

Article 19	Budget Related	To Appropriate and Transfer the Sum of \$92,741 from the Tewksbury Community Preservation Undesignated Reserve for treating water quality at Long Pond.
Article 20	Budget Related	Fiscal Year 2024 Affordable Housing Trust Fund Allocation Plan.
Article 21	Budget Related	To Appropriate or Reserve from the Tewksbury Community Preservation Fund Annual Revenues.
Article 22	Budget Related	Create a Revolving Fund for the Tewksbury Community Market.
Article 23	Budget Related	Authorize the Select Board to grant and accept Easements.
Article 24	General By-Law	Amend the Town's General By-Laws.
Article 25	General By-Law	Amend the Town's General By-Laws.
Article 26	General Article	Home Rule Petition to allow for new hiring process through Civil Service.
Article 27	Land Article	Grant of easement and transfer, convey and release of land.
Article 28	Citizens Petition	Street Acceptance.
Article 29	Citizens Petition	Street Acceptance
Article 30	Citizens Petition	

ARTICLE 2

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2024.

	<u>FY23</u>	<u>FY24</u>
	<u>Budgeted</u>	<u>Requested</u>
<u>BOARD OF HEALTH</u>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<u>MODERATOR</u>		
	1,000	1,000
<u>PLANNING BOARD</u>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<u>SCHOOL COMMITTEE</u>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<u>SELECT BOARD</u>		
Chair	6,000	6,000
Members (4)	5,000	5,000

Town Manager

Motion: The Finance Committee motioned to Adopt
Library Trustee Bonnie Page motioned to Amend Article 2

AMENDMENT: The members of the Board of Trustees for the Library receive a stipend of \$2,500 per year.

Vote:	The Amendment Failed by a standing count 32 Yes/39 No	7:50 PM	5/1/23
	Article 2 was Adopted	7:51 PM	5/1/23

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

ARTICLE 3-34

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
FY2024 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 and used toward the annual assessment of operation and maintenance for the post closure of the Sutton Brook landfill.	Town Manager	\$250,000
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) and revenue from School and Town Electric Charging Stations	Town Manager	\$500,000
E-Billboards	Town Manager	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.	Town Manager	\$200,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-34 was Adopted Unanimously

7:54 PM

5/1/23

Executive Summary: This article authorizes the Fiscal Year 2024 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.

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, 2023; or take any action relative thereto.

General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
General Government					
Moderator					
<i>Salaries</i>	450	1,000	1,000	1,000	-
<i>Operating</i>	-	75	75	75	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Moderator Budget	450	1,075	1,075	1,075	-
Select Board					
<i>Salaries</i>	23,400	31,653	31,153	31,153	(500)
<i>Operating</i>	141,311	143,000	150,962	150,962	7,962
<i>Capital Outlay</i>	-	-	-	-	-
Total Select Board Budget	164,711	174,653	182,115	182,115	7,462
Town Manager					
<i>Salaries</i>	509,819	508,910	517,726	517,726	8,816
Water Enterprise Fund Allocation	(9,886)	(10,356)	(10,615)	(10,615)	(259)
Sewer Enterprise Fund Allocation	(9,886)	(10,356)	(10,615)	(10,615)	(259)
<i>Total Salaries Net of Allocations</i>	490,047	488,198	496,496	496,496	8,298
<i>Operating</i>	105,580	103,372	148,113	148,113	44,741
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Manager Budget	615,399	612,282	665,839	665,839	53,557
Total Town Manager Budget Net Allocations	595,627	591,570	644,609	644,609	53,039
Finance Committee					
<i>Salaries</i>	260	2,515	2,515	2,515	-
<i>Operating</i>	345	689	689	689	-
<i>Capital Outlay</i>	-	-	-	-	-
<i>Reserve Fund</i>	-	75,000	75,000	75,000	-
Total Finance Committee Budget	605	78,204	78,204	78,204	-
Town Counsel					
<i>Operating</i>	120,958	150,000	125,000	125,000	(25,000)
Total Operating	120,958	150,000	125,000	125,000	(25,000)
Human Resources					
<i>Salaries</i>	113,832	108,936	114,088	114,088	5,152
Water Enterprise Fund Allocation	(1,523)	(1,634)	(1,711)	(1,711)	(77)
Sewer Enterprise Fund Allocation	(1,523)	(1,634)	(1,711)	(1,711)	(77)
<i>Total Salaries Net of Allocations</i>	110,786	105,668	110,666	110,666	4,998
<i>Operating</i>	42,229	30,094	37,525	37,525	7,431

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Water Enterprise Fund Allocation	(386)	(451)	(563)	(563)	(112)
Sewer Enterprise Fund Allocation	(386)	(451)	(563)	(563)	(112)
<i>Total Operating Net of Allocations</i>	41,457	29,192	36,399	36,399	7,207
<i>Capital Outlay</i>	-	-	-	-	-
Total Human Resources Budget	156,061	139,030	151,613	151,613	12,583
Total Human Resources Budget Net Allocations	152,243	134,860	147,065	147,065	12,205
Town Clerk					
<i>Salaries</i>	299,272	276,706	281,057	281,057	4,351
<i>Operating</i>	17,075	23,446	24,095	24,095	649
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Clerk Budget	316,347	300,152	305,152	305,152	5,000
Election					
<i>Salaries</i>	15,332	96,100	51,000	51,000	(45,100)
<i>Operating</i>	16,079	42,550	27,725	27,725	(14,825)
<i>Capital Outlay</i>	-	8,200	-	-	(8,200)
Total Election Budget	31,411	146,850	78,725	78,725	(68,125)
Board of Registrars					
<i>Salaries</i>	2,850	2,850	2,850	2,850	-
<i>Operating</i>	524	700	700	700	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Registrars Budget	3,374	3,550	3,550	3,550	-
Computer Services					
<i>Salaries</i>	148,503	176,165	118,188	118,188	(57,977)
Water Enterprise Fund Allocation	(1,828)	(2,588)	(3,402)	(3,402)	(814)
Sewer Enterprise Fund Allocation	(1,828)	(2,588)	(1,701)	(1,701)	887
<i>Total Salaries Net of Allocations</i>	144,847	170,989	113,085	113,085	(57,904)
<i>Operating</i>	187,840	234,675	229,328	229,328	(5,347)
Water Enterprise Fund Allocation	-	-	(2,720)	(2,720)	(2,720)
Water Enterprise Fund Allocation	-	-	(1,360)	(1,360)	(1,360)
<i>Total Operating Net of Allocations</i>	187,840	234,675	225,248	225,248	(9,427)
<i>Capital Outlay</i>	-	-	-	-	-
Total Computer Services Budget	336,344	410,840	347,516	347,516	(63,324)
Total Computer Services Budget Net Allocations	332,688	405,664	338,333	338,333	(67,331)
Total General Government	1,745,659	2,016,636	1,938,789	1,938,789	(77,847)

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Total General Government Net Allocations	1,718,413	1,986,578	1,903,828	1,903,828	(82,750)
Finance Department					
Accounting					
<i>Salaries</i>	271,874	242,029	258,173	258,173	16,144
Water Enterprise Fund Allocation	(5,667)	(5,947)	(6,454)	(6,454)	(507)
<i>Sewer Enterprise Fund Allocation</i>	(5,667)	(5,947)	(6,454)	(6,454)	(507)
<i>Total Salaries Net of Allocations</i>	260,540	230,135	245,265	245,265	15,130
<i>Operating</i>	176,920	233,387	214,301	214,302	(19,086)
Water Enterprise Fund Allocation	(4,382)	(4,650)	(5,358)	(5,358)	(708)
Sewer Enterprise Fund Allocation	(4,382)	(4,650)	(5,358)	(5,358)	(708)
<i>Total Operating Net of Allocations</i>	168,156	224,087	203,585	203,586	(20,502)
<i>Capital Outlay</i>	-	-	-	-	-
Total Accounting Budget	448,794	475,417	472,475	472,475	(2,942)
Total Accounting Budget Net Allocations	428,696	454,223	448,851	448,851	(5,372)
Assessor					
<i>Salaries</i>	272,997	316,872	333,138	333,138	16,266
<i>Operating</i>	64,024	75,880	91,003	91,003	15,123
<i>Capital Outlay</i>	-	-	-	-	-
Total Assessor Budget	337,021	392,752	424,141	424,141	31,389
Treasurer/Collector					
<i>Salaries</i>	385,284	408,410	442,752	442,752	34,341
Water Enterprise Fund Allocation	(24,622)	(26,238)	(29,762)	(29,762)	(3,524)
Sewer Enterprise Fund Allocation	(24,622)	(26,238)	(29,762)	(29,762)	(3,524)
<i>Total Salaries Net of Allocations</i>	336,040	355,934	383,228	383,228	27,293
<i>Operating</i>	89,400	89,115	85,345	85,345	(3,770)
Water Enterprise Fund Allocation	(8,224)	(8,12)	(8,535)	(8,535)	377
Sewer Enterprise Fund Allocation	(8,224)	(8,912)	(8,535)	(8,535)	377
<i>Total Operating Net of Allocations</i>	72,952	71,291	68,275	68,275	(3,016)
<i>Capital Outlay</i>	-	-	-	-	-
Total Treasurer/Collector Budget	474,684	497,525	528,097	528,097	30,571
Total Treasurer/Collector Budget Net Allocations	408,992	427,225	451,503	451,503	24,277
Total Finance Department	1,260,498	1,365,695	1,424,713	1,424,713	59,019
Total Finance Department Net Allocations	1,174,708	1,274,201	1,324,495	1,324,495	50,295

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Community Services					
Veteran's Services					
<i>Salaries</i>	93,822	113,113	129,260	129,260	16,147
<i>Operating</i>	242,314	388,720	389,870	282,870	(105,850)
<i>Capital Outlay</i>	-	-	-	-	-
Total Veteran's Budget	336,136	501,833	519,130	412,130	(89,703)
Community Events					
<i>Operating</i>	46,265	38,100	40,100	40,100	2,000
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Events Budget	46,265	38,100	40,100	40,100	2,000
Total Community Services	382,400	539,933	559,230	452,230	(87,703)
Council on Aging					
<i>Salaries</i>	256,962	286,744	300,224	300,224	13,480
<i>Operating</i>	181,260	153,175	154,474	154,474	1,299
<i>Capital Outlay</i>	-	-	-	-	-
Total Council on Aging Budget	438,222	439,919	454,698	454,698	14,779
Facilities					
Town Facilities and Grounds					
<i>Salaries</i>	290,854	293,014	334,750	334,750	41,736
<i>Operating</i>	274,024	226,993	229,765	229,765	2,772
<i>Capital Outlay</i>	34,191	-	-	-	-
Total Town Facilities and Grounds Budget	599,068	520,007	564,515	564,515	44,508
Town Hall					
<i>Salaries</i>	58,053	59,872	61,343	61,343	1,471
<i>Operating</i>	207,305	199,984	201,784	201,784	1,800
<i>Capital Outlay</i>	-	-	-	-	-
Total Town Hall Budget	265,358	259,856	263,127	263,127	3,271
Total Facilities	864,426	779,863	827,642	827,642	47,779
Library					
<i>Salaries</i>	1,047,408	1,079,537	1,124,508	1,124,508	44,971
<i>Operating</i>	380,649	394,121	421,211	421,211	27,090
<i>Capital Outlay</i>	-	-	-	-	-
Total Library Budget	1,428,057	1,473,658	1,545,719	1,545,719	72,061
Planning and Development					
Planning (Community Development)					
<i>Salaries</i>	177,849	223,537	231,449	231,449	7,911
<i>Operating</i>	36,310	27,692	27,692	27,692	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Community Development Budget	214,158	251,229	259,141	259,141	7,911
Building Department					
<i>Salaries</i>	344,573	355,323	368,970	368,970	13,646
<i>Operating</i>	14,140	16,929	10,309	10,309	(6,620)
<i>Capital Outlay</i>	-	-	-	-	-

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Total Building Department Budget	358,714	372,252	379,279	379,279	7,026
Board of Health					
<i>Salaries</i>	222,969	291,244	302,462	302,462	11,218
<i>Operating</i>	35,504	22,688	20,755	20,755	(1,933)
<i>Capital Outlay</i>	-	-	-	-	-
Total Board of Health Budget	258,473	313,932	323,217	323,217	9,285
Total Planning and Development	831,345	937,414	961,637	961,637	24,223
Public Safety					
Police					
<i>Salaries</i>	6,831,610	7,392,493	7,479,895	7,480,705	88,211
<i>Operating</i>	858,365	879,360	892,199	892,199	12,839
<i>Capital Outlay</i>	397,746	318,867	411,737	358,204	39,337
Total Police Budget	8,087,721	8,590,721	8,783,831	8,731,108	140,387
Fire					
<i>Salaries</i>	5,682,250	5,983,694	6,120,926	6,120,926	137,233
<i>Operating</i>	526,401	497,986	526,804	526,804	28,818
<i>Capital Outlay</i>	-	-	-	-	-
Total Fire Budget	6,208,651	6,481,679	6,647,730	6,647,730	166,051
Emergency Management					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	1,899	-	-	-	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Emergency Mgt. Budget	1,899	-	-	-	-
Parking Clerk					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	123	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
Total Parking Clerk Budget	4,123	5,200	5,200	5,200	-
Total Public Safety Budget	14,302,393	15,077,600	15,436,762	15,384,038	306,438
School Departments					
Tewksbury					
<i>Salaries</i>	35,858,444	37,570,983	38,690,763	38,690,763	1,119,780
<i>Operating</i>	15,222,510	14,679,800	15,504,896	15,504,896	825,096
<i>Capital Outlay</i>	837,049	789,603	789,603	789,603	-
Total School Operating Budget	51,918,003	53,040,386	54,985,262	54,985,262	1,944,876
Offsets	-	-	-	-	-
Net School Operating Budget	51,918,003	53,040,386	54,985,262	54,985,262	1,944,876
Fixed Costs					
Health	7,855,062	8,160,761	8,642,226	8,642,226	481,465
Retirement	1,619,695	1,727,370	1,869,007	1,869,007	141,637
Medicare	482,525	550,186	505,975	505,975	(44,211)
Unemployment	1,925	150,000	50,000	50,000	(100,000)
Insurance	297,070	454,961	452,935	452,935	(2,026)
Principal	-	-	-	-	-
Long Term Interest	-	-	-	-	-

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Short Term Interest	-	-	-	-	-
Total Fixed Costs	10,256,277	11,043,278	11,520,143	11,520,143	476,865
Town Tewksbury School Budget	62,174,279	64,083,664	66,505,405	66,505,405	2,421,741
Exempt School Debt Principal	4,419,155	4,195,000	4,210,000	4,210,000	15,000
Exempt School Exempt Interest	2,622,533	2,408,450	2,198,700	2,198,700	(209,750)
Shawsheen Regional Vocational School	6,843,037	7,369,366	8,018,527	8,018,527	649,161
Essex North Shore Agricultural and Tech. School District	113,276	133,414	87,408	87,408	(46,006)
Total School Departments	76,172,280	78,189,894	81,020,039	81,020,039	2,830,145
Department of Public Works					
DPW Administration					
<i>Salaries</i>	405,699	595,231	438,361	407,931	(187,300)
Water Enterprise Fund Allocation	(66,128)	(72,408)	(70,305)	(70,305)	2,103
Sewer Enterprise Fund Allocation	(66,128)	(72,408)	(70,305)	(70,305)	2,103
<i>Total Salaries Net of Allocations</i>	273,443	450,415	297,751	267,321	(183,094)
<i>Operating</i>	126,499	140,140	154,665	140,585	445
Water Enterprise Fund Allocation	(36,111)	(35,035)	(35,146)	(35,146)	(111)
Sewer Enterprise Fund Allocation	(36,111)	(35,035)	(35,146)	(35,146)	(111)
<i>Total Operating Net of Allocations</i>	54,277	70,070	84,373	70,293	223
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Administration Budget	532,198	735,371	593,026	548,516	(186,855)
Total DPW Administration Budget Net Allocations	327,720	520,485	382,124	337,614	(182,871)
DPW Engineering					
<i>Salaries</i>	494,117	534,261	502,664	536,701	2,440
Water Enterprise Fund Allocation	(166,892)	(172,301)	(179,297)	(179,297)	(6,996)
Sewer Enterprise Fund Allocation	(164,778)	(172,267)	(179,360)	(179,360)	(7,093)
<i>Total Salaries Net of Allocations</i>	162,447	189,693	144,007	178,044	(11,649)
<i>Operating</i>	41,972	789,867	537,485	537,485	(252,382)
Water Enterprise Fund Allocation	(16,775)	(16,744)	(15,744)	(15,744)	1,000
Sewer Enterprise Fund Allocation	(13,580)	(13,555)	(12,745)	(12,745)	810
<i>Total Operating Net of Allocations</i>	11,617	759,568	508,996	508,996	(250,572)
<i>Capital Outlay</i>	-	-	-	-	-

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Total DPW Engineering Budget	536,089	1,324,128	1,040,149	1,074,186	(249,942)
Total DPW Engineering Budget Net Allocations	174,064	949,261	653,003	687,040	(262,221)
DPW Highway					
<i>Salaries</i>	900,598	1,072,861	1,134,022	1,134,022	61,162
<i>Operating</i>	362,628	381,065	408,875	408,875	27,810
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Highway Budget	1,263,226	1,453,926	1,542,897	1,542,897	88,972
DPW Forestry					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	136,458	117,200	132,460	132,460	15,260
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Forestry Budget	136,458	117,200	132,460	132,460	15,260
DPW Fleet Maintenance					
<i>Salaries</i>	299,920	328,093	343,511	343,511	15,418
Water Enterprise Fund Allocation	(51,496)	(54,021)	(58,594)	(58,594)	(4,573)
Sewer Enterprise Fund Allocation	(51,496)	(54,021)	(58,594)	(58,594)	(4,573)
<i>Total Salaries Net of Allocations</i>	196,928	220,051	226,323	226,323	6,272
<i>Operating</i>	605,467	576,845	717,580	717,580	140,735
Water Enterprise Fund Allocation	(55,299)	(60,007)	(77,436)	(77,436)	(17,429)
Sewer Enterprise Fund Allocation	(55,299)	(60,007)	(77,436)	(77,436)	(17,429)
<i>Total Operating Net of Allocations</i>	494,869	456,831	562,708	562,708	105,877
<i>Capital Outlay</i>	3,163	-	24,640	-	-
Total DPW Fleet Maint, Budget	908,550	904,938	1,085,731	1,061,091	156,153
Total DPW Fleet Maint, Budget Net Allocations	694,960	676,882	813,671	789,031	112,149
DPW Snow and Ice					
<i>Salaries</i>	197,764	95,000	95,000	95,000	-
<i>Operating</i>	616,017	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
Total DPW Snow and Ice Budget	813,781	256,000	256,000	256,000	-
Street Lighting					
<i>Operating</i>	475,617	72,750	72,750	72,750	-
Total Street Lighting Budget	475,617	72,750	72,750	72,750	-
Solid Waste					
<i>Operating</i>	2,723,723	2,858,367	3,438,814	3,438,814	580,447
Total Solid Waste Budget	2,723,723	2,858,367	3,438,814	3,438,814	580,447
Total DPW Budget	7,389,641	7,722,680	8,161,827	8,126,714	404,034

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Total DPW Budget Net Allocations	6,609,548	6,904,871	7,291,719	7,256,606	351,735
Unclassified					
Non-Exempt Principal Maturing Debt	215,000	1,530,000	1,530,000	1,530,000	-
Non-Exempt Interest-Maturing Debt	93,731	959,807	959,807	959,807	-
Interest-Temporary Loans	-	-	-	-	-
Exempt Principal Maturing Debt	3,677,490	3,772,500	3,935,000	3,935,000	162,500
Exempt Interest-Maturing Debt	1,323,344	1,148,994	960,369	960,369	(188,625)
<i>Middlesex Retirement Assmt.</i>	7,557,697	8,060,740	9,063,541	9,063,541	1,002,801
Water Enterprise Fund Allocation	(433,124)	(464,408)	(536,995)	(536,995)	(72,587)
Sewer Enterprise Fund Allocation	(80,323)	(86,065)	(52,951)	(52,951)	33,114
Cable Enterprise Fund Allocation	(12,550)	(13,445)	(14,096)	(14,096)	(651)
<i>Total Retirement</i>	7,031,700	7,496,822	8,459,499	8,459,499	962,677
Occupational Injury Reserve	125,000	125,000	125,000	125,000	-
Unemployment Compensation	1,925	10,000	10,000	10,000	-
<i>Group Insurance</i>	4,855,274	5,143,791	5,501,871	5,501,871	358,080
Water Enterprise Fund Allocation	(358,286)	(368,885)	(371,401)	(371,401)	(2,516)
Sewer Enterprise Fund Allocation	(132,241)	(127,887)	(141,131)	(141,131)	(13,244)
Cable Enterprise Fund Allocation	(15,443)	(16,176)	(16,930)	(16,930)	(754)
<i>Total Group Insurance</i>	4,349,304	4,630,843	4,972,409	4,972,409	341,566
<i>Medicare Tax</i>	375,021	302,535	329,194	329,194	26,659
Water Enterprise Fund Allocation	(21,990)	(24,511)	(28,411)	(28,411)	(3,900)
Sewer Enterprise Fund Allocation	(6,126)	(8,660)	(9,646)	(9,646)	(986)
Cable Enterprise Fund Allocation	(2,521)	(2,683)	(2,830)	(2,830)	(147)
<i>Total Medicare Tax</i>	344,384	266,681	288,307	288,307	21,626
Other-Post Employment Benefits	650,000	650,000	650,000	650,000	
<i>Property and Liability Insurance</i>	547,855	691,353	743,322	743,322	51,969
Water Enterprise Fund Allocation	(90,939)	(103,061)	(117,324)	(117,324)	(14,263)
Sewer Enterprise Fund Allocation	(25,301)	(28,521)	(32,736)	(32,736)	(4,215)
<i>Total Property and Liability</i>	431,615	559,771	593,262	593,262	33,491
<i>North Middlesex Regional Emergency Communications Center</i>	400,000	490,809	490,809	490,809	-
Total Unclassified Budget	19,822,337	22,885,529	24,298,913	24,298,913	1,413,384

General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
Total Unclassified Budget Net Allocations	18,643,493	21,641,227	22,974,462	22,974,462	1,333,235
Total Budget Before Transfers, Allocations and Offsets	124,637,258	131,428,821	136,629,968	136,435,133	5,006,312
Total Budget Before Transfers Net Allocations/Offsets	122,565,285	129,245,158	134,300,230	134,105,395	4,860,237
Transfers					
To the Sewer Enterprise Fund	-	-	-	-	-
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds			-	-	-
Total Transfers	-	-	-	-	-
ATM General Fund Budget	122,565,285	129,245,158	134,300,230	134,105,395	4,860,237

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$134,105,395 for the purpose of the Article

Vote: Article 4 was Adopted Unanimously

7:56 PM

5/1/23

Executive Summary: The purpose of this article is to fund the General Fund Budget for the Fiscal Year 2024.

ARTICLE 5

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$7,109,644 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 2024 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	371,186	383,366	423,418	40,052
Expenses	462,685	426,755	447,488	20,733
Capital Outlay	-	-	-	-
Lowell Sewer	1,361,881	1,508,970	1,847,800	338,830
Reserve Fund	-	60,000	60,000	-
Occupational Health	10,000	10,000	10,000	-
Other Post Employment Benefits	38,785	38,785	6,935	(31,850)
Debt	3,712,623	3,703,896	3,577,894	(126,002)
Subtotal	<u>5,957,160</u>	<u>6,131,772</u>	<u>6,373,535</u>	241,763
				-
<u>Indirect Expenses</u>				
Town Manager	9,886	10,356	10,615	259
Accounting	10,049	10,597	11,812	1,215
Computer Services	1,828	2,588	3,061	473
Treasurer/Collector	32,846	35,150	38,297	3,147
Human Resources	1,909	2,085	2,274	189
Dept. of Public Works	387,392	407,293	433,586	26,293
Group Insurance	132,241	127,887	141,131	13,244
Retirement	80,323	86,065	52,951	(33,114)
Medicare	6,126	8,660	9,646	986
Property and Liability Insurance	25,301	28,521	32,736	4,215
Subtotal	<u>687,901</u>	<u>719,202</u>	<u>736,109</u>	16,907
<u>Capital Expenditures</u>	-	-	-	-
Total Appropriation	6,645,061	6,850,974	7,109,644	258,670
				-
<u>Projected Sewer Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,241,137	5,736,581	5,894,094	157,513
All Sewer Liens/Interest/Fees	293,065	250,000	250,000	-
Connection Fees	164,200	108,494	108,753	259
All Other	(28,239)	25,000	25,000	-
Retained Earnings	900,000	750,000	880,000	130,000
Transfer From General Fund	-	-	-	-
Total Revenue	7,570,163	6,870,075	7,157,847	287,772
				-
Operating Deficit/Surplus	925,102	19,101	48,202	29,102

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$7,109,644 for the purpose of the Article

Vote: Article 5 was Adopted Unanimously

7:59 PM

5/1/23

Executive Summary: The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2024.

ARTICLE 6

To see if the Town will vote to raise and appropriate a sum of \$8,182,480 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 2024 PROPOSED BUDGET**

	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	1,568,400	1,742,240	1,828,004	85,764
Expenses	1,538,879	1,596,329	1,911,416	315,087
Capital Outlay	-	-	200,000	200,000
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	163,947	163,947	52,013	(111,934)
Debt	<u>2,676,771</u>	<u>2,492,485</u>	<u>2,586,275</u>	<u>93,790</u>
Subtotal	5,947,998	6,040,001	6,622,707	582,706
<u>Indirect Expenses</u>				
Town Manager	9,886	10,356	10,615	259
Accounting	10,049	10,597	11,812	1,215
Computer Services	1,828	2,588	6,122	3,534
Treasurer/Collector	32,846	35,150	38,297	3,147
Human Resources	1,909	2,085	2,274	189
Dept. of Public Works	392,701	410,516	436,522	26,006
Group Insurance	358,286	368,885	371,401	2,516
Retirement	433,124	464,408	536,995	72,587
Medicare	21,990	24,511	28,411	3,900
Property and Liability	<u>90,939</u>	<u>103,061</u>	<u>117,324</u>	<u>14,263</u>
Subtotal	1,353,558	1,432,157	1,559,773	127,616
<u>Capital Expenditures</u>				
	-	-	-	-
Total Appropriation	7,301,556	7,472,158	8,182,480	710,322
<u>Projected Water Revenue</u>				
	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	7,311,842	6,945,455	7,670,552	725,098
Water Liens	392,279	400,000	400,000	-
All Other Fees	126,058	150,000	150,000	-
Investment Income	-	10,000	-	(10,000)
Total Revenue	7,830,178	7,505,455	8,220,552	715,098
Operating Deficit/Surplus	528,623	33,297	38,072	4,776

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$8,182,480 for the purpose of the Article

Vote: Article 6 was Adopted Unanimously

8:00 PM

5/1/23

Executive Summary: The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2024.

ARTICLE 7

To see if the Town will vote to raise and appropriate a sum of \$611,200 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 2024 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	-	-	-	-
Expenses	470,919	593,910	586,200	(7,710)
Capital Outlay	505,063	500,000	-	(500,000)
Reserve Fund	-	25,000	25,000	-
Subtotal	<u>975,982</u>	<u>1,118,910</u>	<u>611,200</u>	<u>(507,710)</u>
<u>Indirect Expenses</u>				
Subtotal	-	-	-	-
Capital Expenditures	-	-	-	-
Total Appropriation	975,982	1,118,910	611,200	(507,710)
				-
<u>Projected Stormwater Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
User Fees	<u>1,202,726</u>	<u>1,139,307</u>	<u>1,139,307</u>	-
Total Revenue	1,202,726	1,139,307	1,139,307	-
				-
Operating Deficit/Surplus	226,743	20,397	528,107	507,710

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$6,11,200 for the purpose of the Article

Vote: Article 7 was Adopted Unanimously

8:01 PM

5/1/23

Executive Summary: The purpose of this article is to fund the Stormwater Enterprise Fund for Fiscal Year 2024.

ARTICLE 8

To see if the Town will vote to raise and appropriate a sum of \$406,038 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 2024 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY22 Expended</u>	<u>FY23 Approved</u>	<u>FY24 Recommended</u>	<u>Inc(Dec)</u>
Salaries	169,598	188,478	202,397	13,919
Expenses	68,533	96,750	104,850	8,100
Capital Outlay	230,954	229,500	30,000	(199,500)
Reserve Fund	50,000	25,000	25,000	-
Occupational Health	3,000	3,000	3,000	-
Other Post Employment Benefits	6,200	6,200	6,935	735
Debt	-	-	-	-
Subtotal	528,286	548,928	372,182	(176,746)
<u>Indirect Expenses</u>				
Group Insurance	15,443	16,176	16,930	754
Retirement	12,550	13,445	14,096	651
Medicare	2,521	2,683	2,830	147
Property and Liability Insurance	-	-	-	-
Subtotal	30,514	32,304	33,856	1,552
<u>Capital Expenses</u>	-	-	-	-
Total Appropriation	558,800	581,232	406,038	(175,194)
<u>Projected Cable TV Revenue</u>	<u>FY22 Collected</u>	<u>FY23 Projected</u>	<u>FY24 Projected</u>	<u>Inc(Dec)</u>
Cable Franchise Fees	618,162	600,000	600,000	
All Other Fees	-	-	-	-
Total Revenue	618,162	600,000	600,000	-
<i>Operating Deficit/Surplus</i>	59,362	18,768	193,962	175,194

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$406,038 for the purpose of the Article

Vote: Article 8 was Adopted Unanimously

8:01 PM

5/1/23

Executive Summary: The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2024.

ARTICLE 9

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$1,937,505 to be expended by the Town Manager for the following purposes: or take any action relative thereto.

DPW	
Rubber Wheeled Excavator w/ Brush Cutter	180,000
Two Variable Message Boards	22,000
Asphalt Curb Machine	8,000
Brush Bandit Chipper	100,000
Replace Engineering Division Vehicle	45,000
Replace F-350 w/plow package	120,000
Fleet Vehicle Maintenance/Repair Equipment Replacement	24,640
Total DPW	499,640
Fire	
New Ambulance and Equipment	410,000
New Fire Engine and Equipment	897,000
Total Fire	1,307,000
Facilities and Grounds	
Police Department Upgrades	130,865
Total Facilities and Grounds	130,865
 Total	 1,937,505

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$1,937,505 from the Stabilization Fund for the purpose of the Article

Vote: Article 9 was Adopted Unanimously (2/3 Required) 8:02 PM 5/1/23

Executive Summary: This article allows the Town to utilize funds from the Stabilization Fund for capital equipment and improvements and one-time expenditures. The total cost of the Rubber Wheeled Excavator w/ Brush Cutter is \$430,000, the total cost for the Variable Message Boards is \$44,000 for two boards, and the total cost for the Asphalt Curb Machine is \$16,000. This article only has the General Funds share of the cost for those items. The balance for each is being shared with the Water and Sewer Enterprise Funds.

ARTICLE 10

To see if the Town will vote to transfer the sum of \$495,000 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Rubber Wheeled Excavator w/ Brush Cutter	125,000
Two Variable Message Boards	11,000
Asphalt Curb Machine	4,000
F-550 Flat Bed Patch Truck	55,000
Inflow and Infiltration Control	50,000
Pump Station Improvements	250,000
Total	495,000

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$495,000 from Sewer Retained Earnings for the purpose of the Article

Vote: Article 10 was Adopted Unanimously 8:03 PM 5/1/23

Executive Summary: This article utilizes funds from Sewer Retained Earnings for capital equipment and improvements. The cost of the Rubber Wheeled Excavator w/ Brush Cutter is \$430,000, the cost for the Variable Message Boards is \$44,000 for two boards, and the cost for the Asphalt Curb Machine is \$16,000. This article only has Sewer Retained Earnings' share of the cost for those items. The balance for each is being shared with Water Retained Earnings and Stabilization Fund. The F-550 Flat Bed Patch Truck cost is \$110,000 and the cost is being split 50% Water Retained Earnings and 50% Sewer Retained Earnings.

ARTICLE 11

To see if the Town will vote to transfer the sum of \$320,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Rubber Wheeled Excavator w/ Brush Cutter	125,000
Two Variable Message Boards	11,000
Asphalt Curb Machine	4,000
F-550 Flat Bed Patch Truck	55,000
Hydrant Replacement/Install	125,000
Total	320,000

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$320,000 from Water Retained Earnings for the purpose of the Article

Vote: Article 11 was Adopted Unanimously 8:05 PM 5/1/23

Executive Summary: This article utilizes funds from Water Retained Earnings for Capital Equipment and Improvements. The cost of the Rubber Wheeled Excavator w/ Brush Cutter is \$430,000, the cost for the Variable Message Boards is \$44,000 for two boards, and the cost for the Asphalt Curb Machine is \$16,000. This article only has Water Retained Earnings' share of the cost for those items. The balance for each is being shared with Sewer Retained Earnings and Stabilization Fund. The F-550 Flat Bed Patch Truck cost is \$110,000 and the cost is being split 50% Water Retained Earnings and 50% Sewer Retained Earnings.

ARTICLE 12

To see if the Town will vote to raise and appropriate from the Stormwater Enterprise Fund a sum of \$505,000 to be expended by the Town Manager for various purposes; or take any action relative thereto.

Drainage Improvements and Upgrades	450,000
Project Development	55,000
Total	505,000

Town Manager

Scrivener's Error: The Moderator noted the following Scrivener's Error on page 21 of the Warrant - and there were no objections: **Executive Summary:** This article allows the Town to utilize funds from Stormwater ~~Retained Earnings~~ Fees for Capital Equipment and Improvements.

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$505,000 from Stormwater Enterprise Fund for the purpose of the Article

Vote: Article 12 was Adopted Unanimously 8:06 PM 5/1/23

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

ARTICLE 13

To see if the Town will vote to transfer the sum of \$200,000 from Cable Enterprise Fund Retained Earnings to be expended by the Town Manager for the purpose of upgrading the Tewksbury Memorial High School Studio; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$200,000 from Cable Retained Earnings for the purpose of the Article

Vote: Article 13 was Adopted Unanimously

8:07 PM

5/1/23

Executive Summary: This article allows the Town to utilize funds from Cable TV Earnings for upgrading the Tewksbury Memorial High School Studio.

ARTICLE 14

To see if the Town will vote to appropriate the sum of \$2,100,000 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 Select Board, 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 \$2,100,000, 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 Select Board, 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 the sum of \$2,100,000, 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 Select Board, 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.

Vote: Article 14 was Adopted Unanimously 74 Yes/0 No (2/3 Required)

8:11 PM

5/1/23

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

ARTICLE 15

To see if the Town will vote to transfer from Bond Premiums the sum of \$40,644 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$40,644 from Bond Premiums for the purpose of the Article

Vote: Article 15 was Adopted Unanimously

8:11 PM

5/1/23

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

ARTICLE 16

To see if the Town will vote to appropriate the sum of \$455,000 from the Community Preservation Fund Undesignated Reserve for the purpose of new lights, poles and associated electrical work at Obdens baseball field at Saunders Recreation Complex on Livingston Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$455,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Vote: Article 16 was Adopted Unanimously

8:12 PM

5/1/23

Executive Summary: This article will fund installation of new lights, poles and associated electrical work at Obdens baseball field at Saunders Recreation Complex on Livingston Street.

ARTICLE 17

To see if the Town will vote to appropriate the sum of \$30,000 from the Community Preservation Fund Undesignated Reserve for the purpose of purchasing and installing bleachers at the football field located at the Saunders Recreation Complex on Livingston Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$30,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Executive Summary: This funding will allow for new home side bleachers at the football field at the Saunders Recreation Complex on Livingston Street.

ARTICLE 18

To see if the Town will vote to appropriate the sum of \$80,000 from the Community Preservation Fund Undesignated Reserve for the purpose of hazardous material removal and remediation at the Ella Flemings School pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$80,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Executive Summary: This funding will allow for Hazardous Material removal and remediation at the Ella Flemings School.

ARTICLE 19

To see if the Town will vote to appropriate the sum of \$92,741 from the Community Preservation Fund Open Space Reserve for the purpose of treating water quality at Long Pond pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$92,741 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Executive Summary: This funding will allow for treating water quality at Long Pond over a five (5) year period.

ARTICLE 20

To see if the Town will vote to approve the FY2024 Affordable Housing Trust Fund Allocation Plan as follows:

ALLOCATION PLAN	for FY2024
Starting Balance:	\$6,319,992
Total Available Funds FY24	\$6,319,992
Expenses	
Creation of New Units/ Buy down of Existing Units	\$6,319,992
Total Projected Expenses for FY24	\$6,319,992

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 20 was Adopted Unanimously

8:16 PM

5/1/23

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 FY2024 allocation plan meets the expenditure requirements of the Special Act.

ARTICLE 21

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 2024, with each item to be considered a separate appropriation; or take any other action related thereto.

Appropriations:

Administrative Costs \$61,307

Reserves:

Open Space \$122,615

Community Housing \$122,615

Historic Preservation -----

FY2024 Budgeted Reserve \$919,000

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 21 was Adopted Unanimously

8:17 PM

5/1/23

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. FY2024 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment.

The total CPA Estimated FY24 revenue is \$1,226,148.

ARTICLE 22

To see if the Town will vote to authorize under the provisions of Chapter 44, Section 53E ½ of the Massachusetts General Laws, establishing a self-sufficient revolving fund to account for revenues and expenditures relating to the operations and maintenance of the Tewksbury Community Market. The fund shall be credited with all amounts received from philanthropic entities and individuals wishing to contribute to the market operations. Expenditures of the fund shall be authorized by the Town Manager or his/her designee. The total amount which may be expended from the fund in any given fiscal year shall be limited to \$25,000.00 and further 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 22 was Adopted Unanimously

8:17 PM

5/1/23

Executive Summary: This article authorizes the Town to establish a self-sufficient revolving fund to account for the revenues and expenditures of the operations and maintenance of the Tewksbury Community Market.

ARTICLE 23

To see if the Town will vote to authorize the Select Board to grant or accept easements in conjunction with DPW projects from July 1, 2023, through June 30, 2024.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 23 was Adopted Unanimously 8:18 PM 5/1/23

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

ARTICLE 24

To see if the Town will vote to amend the Town’s General Bylaws by deleting 2.04.200 Amendment to personnel By-Laws. “In any case where an amendment to the personnel By-Laws is proposed and such amendment changes the salaries of Town employees, the vote of said amendment shall be by secret ballot.” (By-Laws Art. I § 20)

Town Manager

Motion: Town Manager, Richard Montuori motioned to Withdraw Article 24

Vote: Article 24 was Withdrawn 8:19 PM 5/1/23

Executive Summary: The purpose of this article is to eliminate secret ballots as the required method of voting at Town Meeting for personnel bylaw articles.

ARTICLE 25

To see if the Town will vote to amend the Town’s General Bylaws by inserting a new Section 1.01.080 under Chapter 1.01, CODE ADOPTION, titled “Ministerial Corrections.” authorizing the Town Clerk to make ministerial clerical corrections to the General and Zoning Bylaws as follows:

The Town Clerk shall be authorized to assign to bylaws adopted or amended by Town Meeting appropriate numbers or letters to bylaw sections, subsections, paragraphs and subparagraphs where none are approved by Town Meeting; and if such numbering or lettering is approved by Town Meeting, to make non-substantive editorial revisions to the same to ensure consistent and appropriate sequencing and numbering; and to make non-substantive editorial revisions to references regarding such numbering or lettering as contained within the Bylaws to ensure accuracy and conformity, where all such editorial revisions shall be identified with a footnote which describes the revision and the reason therefore.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 25 was Adopted Unanimously 8:20 PM 5/1/23

Executive Summary: The purpose of this article is to allow the Town Clerk to make non-substantive ministerial corrections to the Town’s General and Zoning Bylaws to ensure consistent and appropriate sequencing and numbering.

ARTICLE 26

To see if the Town will vote to authorize the Select Board to file with the Great and General Court of the Commonwealth of Massachusetts a Home Rule Petition to allow the Town to exempt Tewksbury from Chapter 31 of the General Laws for the purposes of recruiting and hiring the position of permanent full-time police officer after a competitive process implemented by the appointing authority of the Town that offers hiring preference to residents of the Town of Tewksbury and veterans of the United States military. Furthermore, following (1) an original appointment as a permanent full-time police officer and graduation from a police academy, or (2) a permanent full-time position transfer from another police department, said police officer shall engage in the actual performance of the duties of such position for a probationary period of twelve (12) months; whereupon after completion of the probationary period, or extended probationary period, the police officer shall be considered a full-time tenured civil service employee in said position under Chapter 31 of the General Laws.

SECTION 2. This act shall take effect upon its passage.

Further, to authorize the General Court to make changes of form only to this Home Rule Petition unless the Select Board 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.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 26 was Adopted Unanimously

8:21 PM

5/1/23

Executive Summary: This article seeks a Home Rule Petition to allow the Town to exempt Tewksbury from Chapter 31 of the General Laws concerning the recruiting and hiring for the position of permanent full-time police officer.

ARTICLE 27

To see if the Town will vote to authorize the Select Board to accept an access easement to Robbie Terris Way on Poland Avenue from both James Andella, Trust owner of Assessor's Map 24 Lot 20 and from Joseph F. Laliberte, Trust owner of 10 Robbie Terris Way.

In addition, to see if the Town will vote to authorize the Select Board to transfer, convey and otherwise release to JDB Realty Trust, LLC, any and all right, title or interest held by the Town in and to that portion of the private way approximately thirty (30') feet in width known as Foster Lane in Tewksbury, Middlesex County, Massachusetts, more particularly described as the Town's interest to the centerline of that portion of Foster Lane abutting the Town's land identified as Assessor's Map 24, Lot 75 (f/k/a Lot 25) and Assessor's Map 24, Lot 70, and land owned by JDB Realty Trust, LLC, identified as Assessor's Map 24, Lot 27, and running northeasterly from the southeasterly corner of said lot identified as Assessor's Map 24, Lot 75 a distance of 752.74 feet. Said private way known as Foster Lane is also shown on a plan entitled "Wamesit Villa Sites, Tewksbury, Mass., owned by J.W. Wilbur Co., Inc., dated Sept. 8, 1919", and recorded in the Middlesex North District Registry of Deeds in Plan Book 36, Plan 70; and to authorize the Select Board to execute the necessary instrument(s) to transfer, convey and otherwise release any such interest to JDB Realty Trust, LLC, on such terms and conditions as the Select Board determines to be in the best interest of the Town; or take any other action relative thereto.

Select Board

Motion: The Select Board motioned to Withdraw Article 27

Vote: Article 27 was Withdrawn Unanimously

8:21 PM

5/1/23

Executive Summary: This article authorizes the Town to accept access easements on Poland Avenue and to transfer, convey or release to JDB Realty Trust, LLC, any rights presumptively held by the Town to the centerline of an undeveloped paper street known as Foster Lane adjacent to an open space lot acquired by the Town in 2018 from the developer behind the residential subdivision known as Robbie Terris Way. The developer was required by a 2013 agreement to convey its rights to Foster Lane to JDB Realty Trust, LLC before the conveyance of open space to the Town.

ARTICLE 28

To see if the Town will vote pursuant to Massachusetts General Laws Chapter 82, Sections 21-24, as amended, and any other applicable statutes, to accept the laying out as a town way by order of the Select Board: A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Border Road on a plan entitled, “Street Acceptance Plan - Border Road – Project: Border Road OSRD Subdivision 255 Salem Road – Tewksbury, MA, Owner/Applicant: AMC Realty Group, LLC dated December 16, 2022, Drawing #SA-1, prepared by Civil Design Consultants, Inc.”, 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 referred to for more particular description and to authorize the Select Board to take by eminent domain, an easement, or in fee; or take any other action relative hereto.

Richard Cuoco

Motion: The Finance Committee recommended Adoption (assuming petitioner meets DPW conditions)
Petitioner Richard Cuoco motioned to Table Article 28 to a time certain; Wednesday, May 3, 2023 at 7:30 PM
Finance Committee Chair motioned to Take Article 28 From the Table
Richard Cuoco motioned to Adopt

Vote:	Article 28 was Tabled Unanimously	8:23 PM	5/1/23
	The motion to Take the Article From the Table was Adopted Unanimously	7:34 PM	5/3/23
	Article 28 was Adopted Unanimously	7:35 PM	5/3/23

Executive Summary: The purpose of this article is to accept Border Road as a public way (Town Street)

ARTICLE 29

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 Select Board: a certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Grammy’s Way on a plan entitled, “Street Acceptance Plan of Land in Tewksbury, Massachusetts, prepared for Jeannette B. Sullivan Family Realty Trust; dated December 8, 2022, Drawing #SA-1, prepared by Civil Design Consultants, Inc.”, 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 referred to for more particular description and to authorize the Select Board to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Nancy D. O’Connor

Motion: The Finance Committee recommended Adoption (assuming petitioner meets DPW conditions)
On behalf of Petitioner Nancy D. O’Connor, Richard Cuoco motioned to Table Article 29 to a time certain; Wednesday, May 3, 2023 at 7:30 PM
Finance Committee Chair motioned to Take Article 29 From the Table
Richard Cuoco motioned to Adopt

Vote:	Article 29 was Tabled Unanimously	8:24 PM	5/1/23
	The motion to Take the Article From the Table was Adopted Unanimously	7:35 PM	5/3/23
	Article 29 was Adopted Unanimously	7:36 PM	5/3/23

Executive Summary: The purpose of this article is to accept Grammy’s Way as a public way (Town Street)

ARTICLE 30

To the General Bylaws: Any elected board or committee member cannot hold the position of chair for more than two consecutive years effective the municipal elections of 2022.

George Ferdinand

Motion: William Chaput motioned to Adopt
Former School Committee member Keith Sullivan spoke in opposition

Vote: Article 30 Failed

8:29 PM

5/1/23

ARTICLE 3

Any Articles Voted to be Removed from the Consent Calendar shall be restored to its original place on the Warrant.

- Article 3-31 Accept the Annual Report
 - Article 3-32 Lease/Purchase Agreements
 - Article 3-33 Authorize Chapter 90 Funds - HELD
 - Article 3-34 Reauthorize Revolving Funds
-

ARTICLE 3-33

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 Select Board to acquire easements in conjunction therewith by the purchase, gift, lease, eminent domain, or otherwise; (3) in furtherance of the project(s) to authorize the Select Board 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: Article 3-33 was Held for Debate
The Finance Committee motioned to Adopt

Vote: Article 3-33 was Adopted Unanimously

8:33 PM

5/1/23

Executive Summary: Each year the state indicates the amount it will allot to cities and towns for sidewalk and roadwork under Chapter 90. This article authorizes the Town to spend these funds.

SECTION 3

- Article 35 Zoning Bylaw amendment
 - Article 36 Zoning Bylaw amendment
 - Article 37 Zoning Bylaw Citizens Petition
-

ARTICLE 35

To see if the Town will vote to amend the Tewksbury Zoning Bylaw as follows:

- A. Under Section 5.3.4:
- 1) Insert Section 5.3.4.A. Table of Requirements
 - 2) Insert Section 5.3.4.B Supplemental Regulations for Industrial Districts
 - 3) Insert Section 5.3.4.B.1 More than one principal structure may be erected on a lot by special permit from the Planning Board, subject to 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.
- B. Amend Definitions Section 2 – MAJOR PROJECT, TOWN CENTER by adding the underlined text: Any development of 25,000 square feet or more inclusive of all structures and paved areas.
- C. Amend Section 6.2.10.4 with the following underlined additions and strikethrough deletions:

Section 6.2.10.4 – For businesses located in a multi-tenanted building along the front façade, the size of the wall sign for each business shall be determined as follows:

- 1) Businesses located within 100 feet of the street – One wall sign not to exceed three feet in height and ½ the length ~~¾ of a square foot per linear foot~~ of the business façade, with a maximum length of 30 feet.
- 2) Businesses located between 100 and 300 feet from the street – One wall sign not to exceed four feet in height and ½ the length ~~1 ½ square feet per linear foot~~ of the business's façade, with a maximum length of 40 feet.
- 3) Businesses located more than 300 feet from the street – One wall sign not to exceed five feet in height and ¾ the length ~~two square feet per linear foot~~ of the business's façade, with a maximum length of 50 feet.

- D. Amend Section 6.2.10.5 with the following underlined additions and strikethrough deletions:

For a single business that occupies the entire first floor of a detached building, the size of the sign shall not exceed four feet in height and the width shall not exceed ¾ ½ of the length of the front façade, with a maximum length of 40 feet. ~~sign size and height based on the size formula and height requirements of Section 6.10.A(4).~~

Planning Board

Motion: The Finance Committee deferred to the Planning Board
The Planning Board motioned to Adopt

Vote: Article 35 was Adopted Unanimously (2/3 Required)

7:38 PM

5/3/23

Executive Summary: Since the recent rewrite of the Zoning Bylaw, these changes have been identified as housekeeping changes providing clarity.

ARTICLE 36

To see if the Town will vote to amend the Tewksbury Zoning Bylaw as follows:

1) Insert new Section 8.3.10. The Planning Board may grant by special permit the conversion of a previously permitted commercial unit in a mixed-use development to an affordable residential unit to be maintained in perpetuity. The Board shall base its decision upon findings that the conversion will provide for improved practical use of the space and to lessen neighborhood impacts.

Planning Board

Motion: The Finance Committee deferred to the Planning Board
The Planning Board motioned to Adopt

Vote: Article 36 was Adopted 80 Yes/2 No (2/3 Required=55) 7:39 PM 5/3/23

Executive Summary: This article allows for a specific type of conversion of commercial space to affordable residential use.

ARTICLE 37

To see if the Town will vote to amend the Tewksbury Zoning Bylaws Chapter 8, Section 8.2.4, by adding a new section N, to the end of Chapter 8, which section shall include the text that is in bold print as follows:

N. Where any requirements in this section conflict with Section 5.3.2, this section shall govern.

Robert G. Scarano

Motion: The Finance Committee deferred to the Planning Board
Petitioner Robert Scarano motioned to Amend Article 37
The Planning Board motioned to Adopt as Amended

Point of Order: Moderator Weir originally implemented a voice vote, but Robert Scarano rose to a Point of Order requesting to fix the method of voting to a standing count

Ruling: After a 3-minute recess and discussion with Town Counsel, Moderator Weir declared a procedural defect had occurred regarding the method of voting and implemented a standing count

Vote: The Amendment was Adopted 7:42 PM 5/3/23
Article 37 was Adopted as Amended 63 Yes/3 No 7:51 PM 5/3/23

AMENDMENT: N. Where any requirements in ~~this~~ section **8.2.4** conflict with Section 5.3.2, ~~this~~ section **5.3.2** shall govern.

ARTICLE AS AMENDED: To see if the Town will vote to amend the Tewksbury Zoning Bylaws Chapter 8, Section 8.2.4, by adding a new section N, to the end of Chapter 8, which section shall include the text that is in bold print as follows:

N. Where any requirements in section 8.2.4 conflict with Section 5.3.2, section 5.3.2 shall govern.

Executive Summary: The intent of this Article is to eliminate a conflict between Chapter 5.0, Section 5.3.2 and Chapter 8, Section 8.2.4 which would require interpretations of the Zoning Enforcement Officer. The amended By-law, Chapter 8, Section ~~8.2.4~~ **5.3.2** (N) will govern over district dimensional requirements where those sections conflict.

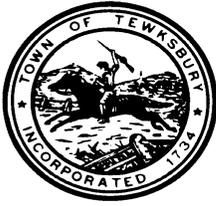
Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2023 Annual Town Meeting Sine Die, and this motion was Adopted. 7:51 PM 5/3/23

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

SPECIAL TOWN MEETING

May 3, 2023



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
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
Special Town Meeting
May 3, 2023

Moderator Dustin Weir called to order the May 3, 2023 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.

On Wednesday May 3, 2023, there were 87 voters and 18 visitors in attendance.

Connections Academy Junior Dasia Allen sang America the Beautiful.

The Moderator led the Assembly in The Pledge of Allegiance and made the following introductory comments:

Town Meeting Guidelines are printed in the back of the warrant for your reference. Voters are wearing blue ribbons. Display those ribbons prominently so the counters and I can see them. Visitors and other guests who are not registered voters in Tewksbury, must sit in the visitors' section in the bleachers to my left. The press table is to my left. Members of the press must remain at the table while they are in the hall. Emergency exits are located at the back right corner of the gymnasium and in the cafeteria to both the left and right after you leave the gym. During the meeting, no one may stand in the entrances to the gym. Officials and article sponsors who are addressing the voters may use the podium on the floor. Voters speaking on an issue may use the microphone in the middle aisle at the front of the seating area. Please begin your remarks by stating your full name and street address for the record and speak directly into the microphone. There is a five-minute limit for any appearance at the podium – if you ask a question, the clock will not stop during the response. I will inform you when you have thirty seconds remaining. Address all comments and questions to or through the Moderator, not to officials or other voters. Visitors who wish to speak must have approval from the voters to do so and will have three minutes. During debate on an article, if a voter submits an amendment for consideration in writing, we will debate and act on the amendment immediately, then continue debate on the article, so only one amendment is pending at any time. Please remain seated while in the hall unless rising to speak or vote. Stay at your seats during a vote so our counters can accurately tally standing counts. Turn your cell phones off or on silent and do not make phone calls in the hall. Chairman of the Finance Committee, Mr. Robert 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.

7:05 PM 5/3/23

Mr. Kocsmiersky motioned to allow certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joe Kearns, School Business Manager David Libby, DPW Director Kevin Hardiman, Town Engineer Andrew Stack, Town Counsel Kevin Feeley, and others, some of whom may be asked to answer resident questions and this motion was Adopted.

7:06 PM 5/3/23

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the May 3, 2023 Special Town Meeting Sine Die, and this motion was Adopted.

7:12 PM 5/3/23

APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 3, 2023

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Select Board, 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 3, 2023.

ARTICLE	FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS	WATER ENTER RETAINED	MEMO
1	FY23 BUDGET TRANSFERS	708,820.00		
2	DPW SNOW AND ICE OPERATIONS	600,000.00		
3	WATER TREATMENT UPGRADES		1,225,000.00	
5	OPIOID SETTLEMENT STABILIZATION FUND	111,715.97		
6	OPIOID SETTLEMENT FUND EXPENDITURES			OPIOID SETTLEMENT STABILIZATION
	TOTAL	711,715.97	1,225,000.00	

Free Cash \$711,715.97
Transfers \$820,535.97
Water Enterprise Retained Earnings \$1,225,000.00

ATTEST:

DENISE GRAFFEO
TOWN CLERK

ARTICLE 1

To see if the Town will vote to transfer funds into the following FY2023 Departmental Budgets; or take any action related thereto:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SHORTFALL
Board of Selectmen Legal Services	1011222	5311	12,000
Human Resources Professional Services	1011532	5380	20,000
Town Manager Professional Services	1011232	5310	30,000
Town Hall Energy Utilities	1011922	5210	30,000
Police Salaries Overtime	1042101	5130	285,000
Police Operating--All Other	1042102	5381	6,000
Fire Salaries Sick Leave Buy Back	1042201	5160	6,200
Fire Salaries Overtime	1042201	5160	75,000
Fire Operating-Energy Utilities	1042202	5210	55,000
Fire Operating-Apparatus Repair	1042202	5240	20,000
Fire Operating-Fire Alarm Maintenance	1042202	5285	6,000
Fire Operating-Communications	1042202	5340	37,500
UTV Vehicle Police and Fire	1002254	589923	4,120
COA Energy Utilities	1085412	5210	5,000
COA Repairs and Maintenance	1085412	5240	12,000
Facilities and Grounds Repairs and Maintenance	1096302	5240	30,000
Medicare Tax	1109152	5740	75,000
TOTAL SHORTFALL		Total	708,820

Said sum to be transferred from the following available funds:

DEPT	ACCOUNT		BUDGET
	ORG	OBJECT	SURPLUS
Police Regular Salary	1042101	5111	200,000
Principal Maturing Debt	1127102	5910	508,820
TOTAL SURPLUS		Total	708,820

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 1 was Adopted

7:07 PM

5/3/23

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.

ARTICLE 2

To see if the Town will vote to transfer \$600,000 into the FY2023 DPW Snow & Ice Budget as follows; or take any action relative thereto.

Department	Account	Amount
DPW Snow & Ice-Salaries	1064231-5130	60,000
DPW Snow & Ice-Operating	Various Accounts	540,000
DPW Snow & Ice-Capital Outlay	1064233-5890	<u>-</u>
Total Transfers In		600,000

Said sum to be transferred from the following available funds:

Department	Account	Amount
July 1, 2022 Certified Free Cash (Surplus Revenue)	1-3590	<u>600,000</u>
Total Transfers Out		600,000

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$600,000 from Free Cash for the purpose of the Article

Vote: Article 2 was Adopted Unanimously 7:07 PM 5/3/23

Executive Summary: This article utilizes Free Cash certified as of July 1, 2022, 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 the sum of \$1,225,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Water Treatment Plant Upgrades: Repair Filter Beds	600,000
Astle Street Tank Maintenance and Upgrades	<u>625,000</u>
Total	1,225,000

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$1,225,000 from Water Retained Earnings for the purpose of the Article

Vote: Article 3 was Adopted 7:08 PM 5/3/23

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

ARTICLE 4

To see if the Town will vote to establish a special purpose stabilization fund pursuant to Mass. Gen. L. c. 40 Sec. 5B to be known as the Opioid Settlement Stabilization Fund for the specific purpose of receiving receipts from settlements on behalf of the Town with persons and entities involved in the sale, distribution and manufacture of opioid products said account to be effective fiscal year beginning on July 1, 2023 which said funds may be appropriated and/or reserved for later appropriation for any lawful municipal purpose; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt
Town Manager, Richard Montuori provided a brief explanation of Articles 4, 5, & 6

Vote: Article 4 was Adopted Unanimously (2/3 Required) 7:10 PM 5/3/23

Executive Summary: This article allows the Town to establish a special purpose Opioid Settlement Stabilization Fund.

ARTICLE 5

To see if the Town will vote to transfer the sum of \$111,715.97 from certified General Fund Free Cash to the Opioid Settlement Stabilization Fund; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$111,715.97 from General Fund Free Cash for the purpose of the Article

Vote: Article 5 was Adopted Unanimously 7:11 PM 5/3/23

Executive Summary: This article transfers funds currently in the General Fund to the Opioid Settlement Stabilization Fund.

ARTICLE 6

To see if the Town will vote to transfer from the Opioid Settlement Stabilization Fund a sum of \$111,715.97 to be expended by the Town Manager for any lawful municipal purpose; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$111,715.97 from the Opioid Settlement Stabilization Fund for the purpose of the Article

Vote: Article 6 was Adopted Unanimously (2/3 Required) 7:12 PM 5/3/23

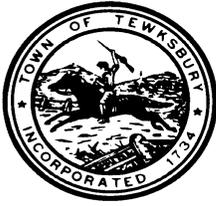
Executive Summary: This article will allow for the expenditure of Opioid Settlement funds.

Finance Committee Chairman, Rob Kocsmiersky motioned to Adjourn the May 3, 2023 Special Town Meeting Sine Die, and this motion was Adopted. 7:12 PM 5/3/23

RESPECTFULLY SUBMITTED:
DENISE GRAFFEO, TOWN CLERK

SPECIAL TOWN MEETING

October 3, 2023



Town of Tewksbury

TOWN HALL
1009 MAIN STREET
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
Special Town Meeting
October 3, 2023

Town Moderator, Dustin Weir called to order the October 3, 2023 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.

On Tuesday, October 3, 2023, there were 155 voters and 15 visitors in attendance.

Vice Chair of the Select Board, James Mackey made the following announcements:

- Fall Clean-up Day will be on Saturday, October 4th from 9:00 AM - 2:00 PM. More information is available on the town's website.
- The Friends of the Tewksbury Public Library are hosting a comedy night at the Elks on Nov. 4th Tickets are currently available for purchase on the Friends' website.

To honor our Nation and our flag, Tewksbury Memorial High School Junior Shaun Carr sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance.

Moderator Weir made the following introductory comments:

Welcome to the Tewksbury Special Town Meeting. As we begin our meeting, I want to take a moment to talk about 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 in the Supplemental Information Handout. Because Tewksbury has an Open Town Meeting, each registered voter in Tewksbury is eligible to act on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town. Voters must wear their voting ribbon conspicuously in order to be counted during standing votes. Please ensure that it is on your person, not your jacket.

This meeting is being recorded. As we move through the articles, presenters or sponsors on the articles will be allowed to speak first before I open the floor to debate. A voter desiring to speak should approach the microphone, await recognition by me, and identify yourself when recognized by name and address for the record. I ask members of 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 that tapping, that is your signal to wrap up your remarks.

Speakers can disagree with any official, with any other voter, volunteer, or any board. 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 participants 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. I hope I don't have to enforce that rule. Let's work together to address the issues before this body fairly and efficiently.

I will accept a motion to move the question, however, I reserve the right to make sure we have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. If you are amending an article, you must present it to the Town Clerk in writing. We will vote on the amendment first. 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 is written in the warrant.

When you came in tonight you were given the warrant with the articles we will be discussing, along with a handout with the Finance Committee recommendations, and a supplemental handout from the Town Manager with detailed explanations for several articles and funds. Scrivener's errors are also noted in that document.

At this time, please silence your cell phones and ensure your voter ribbon is showing so that counters can easily see it when we do standing counts. When we do a standing count it is important that you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.

Do we have anyone in the auditorium who is not a registered voter here in Tewksbury? A show of hands please? We welcome you to town meeting and hope that you enjoy this process. Visitors may attend the meeting and sit only in the reserved for visitors' section to my left. Media may sit in the visitors' section or at the press table. For all of you that attend faithfully, I thank you for your continued presence this evening and your commitment to and involvement in this community.

Sitting up here are the various boards of the Town with elected and appointed members including the Select Board, the Planning Board, Town Counsel, the Board of Health, Department Heads, the Finance Committee, the School Committee, Library Trustees, the Shawsheen Tech School Committee, and the Housing Authority.

Please allow me to introduce the Chairman of the Finance Committee, Robert Kocsmiersky. Mr. Kocsmiersky will make the first motion on every article unless the Finance Committee is deferring to another board.

Mr. Kocsmiersky, may I hear a motion to waive the reading of the warrant articles?

Finance Committee Chairman, Robert Kocsmiersky, motioned to Waive the Reading of the Warrant Articles, and this motion was Adopted. 7:09 PM 10/3/23

Mr. Kocsmiersky, may I now have a motion to allow non-resident elected officials, committee members, and town employees to speak on issues when recognized by the Moderator?

Finance Committee Chairman, Robert Kocsmiersky motioned to admit certain anticipated non-residents to speak on issues, including Assistant Town Manager Steve Sadwick, Fire Chief Joseph Kearns, School Business Manager David Libby, DPW Director Kevin Hardiman, Town Counsel Kevin Feeley, and others who may be asked to answer resident questions, and this motion was Adopted Unanimously. 7:11 PM 10/3/23

Finance Committee Chairman, Robert Kocsmiersky, motioned to Adjourn the October 3, 2023 Special Town Meeting Sine Die, and this motion was Adopted. 9:37 PM 10/3/23

APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING – OCTOBER 3, 2023

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 3, 2023.

ARTICLE	RAISE & APPROP	TRANSFER FROM FREE CASH	SEWER ENTER RETAINED	WATER ENTER RETAINED	OVERLAY SURPLUS	CPA RESERVE	OTHER AVAILABLE FUNDS	MEMO
1	ONE TIME CAPITAL EXPENDITURES	1,210,393.00						
2	ONE TIME CAPITAL EXPENDITURES		651,948.00					
3	DPW/SCHOOL MAINTENANCE FACILITY		3,300,000.00					
4	DPW CAPITAL EQUIPMENT & IMPROVEMENTS			192,500.00				
5	DPW CAPITAL EQUIPMENT & IMPROVEMENTS				292,500.00			
6	STABILIZATION FUND		5,649,250.00					
7	PERSONAL PROPERTY REVALUATION				145,000.00			
8	LA BASEBALL FIELD LIGHTS					400,000.00		
9	PICKLE BALL COURTS					377,500.00		
10	LIBRARY PERFORMANCE AREA					70,699.00		
11	CENTER ELEMENTARY SCHOOL EXPENSES						628,280.64	FROM NORTH / TRAHAN FEASIBILITY STUDY
TOTALS		1,210,393.00	9,601,198.00	192,500.00	292,500.00	145,000.00	848,199.00	628,280.64

Raise & Appropriate	\$1,210,393.00
Transfer From Free Cash	\$9,601,198.00
Sewer Enterprise Retained	\$192,500.00
Water Enterprise Retained	\$292,500.00
Overlay Surplus	\$145,000.00
CPA Undesignated Reserve	\$848,199.00
Other Available Funds	\$628,280.64

ATTEST: DENISE GRAFFEO
TOWN CLERK

ARTICLE 1

To see if the Town will vote to raise and appropriate funds into the Following FY2024 Departmental Budgets; or take any action related thereto:

<u>Department and Line Item</u>	<u>Account Number</u>	<u>Amount</u>
Town Manager Salaries	1011231-5111	\$ 31,767.00
Town Manager Professional Service	1011232-5310	\$ 46,172.00
Computer Services	1011361-5120	\$ 9,000.00
Elections and Town Meeting Capital Outlay	1011623-5890	\$ 12,650.00
Community Development Professional Services	1011752-5310	\$ 7,000.00
Police Building Maintenance	1042102-5240	\$ 35,000.00
Fire Capital Outlay	1042203-5840	\$ 45,778.00
Fire Professional Services	1042202 5310	\$ 17,840.00
Fire Grant	1042202-5513	\$ 26,550.00
School Health Insurance	1053002-5711	\$ 50,000.00
DPW Engineering Roadway Resurfacing	10640022-5241	\$ 450,000.00
DPW Engineering Sidewalks	10640022-5246	\$ 350,000.00
COA Capital Outlay	1085413-5840	\$ 59,000.00
Library Capital Outlay	1096103-5840	\$ 35,400.00
Facilities and Grounds Capital Outlay	1096303-5836	\$ 34,236.00
	Total	\$ 1,210,393

Town Manager

Motion: The Finance Committee motioned to Adopt: Raise and Appropriate \$1,210,393 for the purpose of the Article.

Vote: Article 1 was Adopted Unanimously 7:11 PM 10/3/23

Executive Summary: This article raises and appropriates funds to FY2024 Budgets. Additional funds are available since state and local revenue will be higher than projected.

ARTICLE 2

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$651,948 to be expended by the Town Manager to fund the following: or take any other action relative thereto.

Police Station Lockers	\$ 176,948
Aerial Lift (Cherry Bucket Truck)	\$ 250,000
Dump Truck – Replace Truck 56	\$ 125,000
Repair and/or replacement of fuel island infrastructure	\$ 100,000
Total	\$ 651,948

Town Manager

Motion: The Finance Committee motioned to Adopt: Transfer \$651,948 from certified General Fund Free Cash for the purpose of the Article.

Vote: Article 2 was Adopted Unanimously 7:12 PM 10/3/23

Executive Summary: This article transfers funds from certified General Fund Free Cash for specific one-time capital expenditures. The plan is to use Free Cash if it is certified by the Massachusetts Department of Revenue prior to the Town Meeting, and if not, the plan will be to use the Stabilization Fund.

ARTICLE 3

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$3,300,000 to be expended by the Town Manager to fund the design, engineering, construction, and renovation of the DPW/School Maintenance Facility or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt: Transfer \$3,300,000 from certified General Fund Free Cash for the purpose of the Article.

Vote: Article 3 was Adopted Unanimously 7:19 PM 10/3/23

Executive Summary: This article transfers funds from certified General Fund Free Cash for design, engineering, construction, and renovation of the DPW/School Maintenance Facility.

ARTICLE 4

To see if the Town will vote to transfer the sum of \$192,500 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any other action relative thereto.

Air Compressor – Replace 801	\$	17,500
10 Wheel Dump Truck – Replace 89	\$	<u>175,000</u>
Total	\$	192,500

Town Manager

Motion: The Finance Committee motioned to Adopt: Transfer \$192,500 from Sewer Retained Earnings for the purpose of the Article.

Vote: Article 4 was Adopted Unanimously 7:20 PM 10/3/23

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

ARTICLE 5

To see if the Town will vote to transfer the sum of \$292,500 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any other action relative thereto.

Air Compressor – Replace 801	\$	17,500
10 Wheel Dump Truck – Replace 89	\$	175,000
Colonial Drive Tank and Ames Cleaning		<u>100,000</u>
Total	\$	292,500

Town Manager

Motion: The Finance Committee motioned to Adopt: Transfer \$292,500 from Water Retained Earnings for the purpose of the Article.

Vote: Article 5 was Adopted Unanimously 7:20 PM 10/3/23

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

ARTICLE 6

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 6
The Finance Committee motioned to Adopt as amended: Transfer \$5,649,250 from certified General Fund Free Cash to the Town Stabilization Fund.

Vote:	The Amendment was Adopted Unanimously	7:22 PM	10/3/23
	Article 6 was Adopted as Amended Unanimously	7:23 PM	10/3/23

AMENDMENT: To see if the Town will vote to transfer the sum of ~~money~~ **\$5,649,250** from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

ARTICLE 6 AS AMENDED: To see if the Town will vote to transfer the sum of \$5,649,250 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 7

To see if the Town will vote to transfer the sum of \$145,000 to be expended by the Town Manager from Overlay Surplus to fund Real and Personal Property Revaluation; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt: Transfer \$145,000 from Overlay Surplus for the purpose of the Article.

Vote:	Article 7 was Adopted Unanimously	7:23 PM	10/3/23
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Executive Summary: This article allows the Town to utilize funds from the Assessor's Overlay Surplus to fund the five (5) year Department of Revenue mandated revaluation of all Town Real and Personal Property.

ARTICLE 8

To see if the Town will vote to appropriate the sum of \$400,000 from the Community Preservation Fund Undesignated Reserve for the purpose of new lights, poles and associated electrical work at LA baseball field on East Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt: Appropriate \$400,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article.

Vote:	Article 8 was Adopted	7:25 PM	10/3/23
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Executive Summary: This article will fund installation of new lights, poles and associated electrical work at the LA baseball field on East Street.

ARTICLE 9

To see if the Town will vote to appropriate the sum of \$377,500 from the Community Preservation Fund Undesignated Reserve for the purpose of design, engineering and construction of Pickle Ball courts and lighting on East Street pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt: Appropriate \$377,500 from Community Preservation Fund Undesignated Reserve for the purpose of the Article.

Vote: Article 9 was Adopted Unanimously 7:35 PM 10/3/23

Executive Summary: This funding will allow for the purpose of design, engineering and construction of Pickle Ball courts and lighting on East Street.

ARTICLE 10

To see if the Town will vote to appropriate the sum of \$100,000 from the Community Preservation Fund Undesignated Reserve for the purpose of design, engineering, and construction of a surface area and covering next to the Tewksbury Public Library for performances pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Community Preservation Committee

Motion: Town Manager, Richard Montuori offered an Amendment to Article 10
The Finance Committee motioned to Adopt as amended: Appropriate \$70,699 from Community Preservation Fund Undesignated Reserve for the purpose of the Article.

Vote: The Amendment was Adopted Unanimously 7:36 PM 10/3/23
Article 10 was Adopted as Amended Unanimously 7:37 PM 10/3/23

AMENDMENT: To see if the Town will vote to appropriate the sum of ~~\$100,000~~ **\$70,699** from the Community Preservation Fund Undesignated Reserve for the purpose of design, engineering, and construction of a surface area and covering next to the Tewksbury Public Library for performances pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

ARTICLE 10 AS AMENDED: To see if the Town will vote to appropriate the sum of \$70,699 from the Community Preservation Fund Undesignated Reserve for the purpose of design, engineering, and construction of a surface area and covering next to the Tewksbury Public Library for performances pursuant to Massachusetts General Laws, Chapter 44B or any other enabling authority, said funds to be expended by the Town Manager; or to take any other action thereto.

Executive Summary: This funding will allow for design, engineering, and construction of an outdoor venue next to the Tewksbury Public Library

ARTICLE 11

To see if the Town will vote to re-allocate \$628,280.64 or any amount remaining from the original appropriation of \$1,100,000 as approved at the May 4, 2016, Special Town Meeting for Article 18, specifically concerning a feasibility study for a new Elementary School to replace the Trahan and North Street Elementary Schools. This re-allocation of funds shall be for the purpose of costs and expenses associated with the construction of the new Center Elementary School.

Town Manager

Motion: The Finance Committee motioned to Adopt: Re-allocate \$628,280.64 for the purpose of the article.

Vote: Article 11 was Adopted 7:41 PM 10/3/23

Executive Summary: This article re-allocates the balance of funds appropriated for the Feasibility Study for a new Elementary School to be used for the construction of the Center Elementary to minimize the amount of funds needed to be borrowed for the project.

ARTICLE 12

To see if the Town will vote to transfer the care, custody, management, and control of the Trahan Elementary School located at 12 Salem Rd, from the School Committee and School Department to the Select Board; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 12 was Adopted Yes 108/No 1 (2/3 required = 73) 7:46 PM 10/3/23

Executive Summary: This article will transfer control of the Trahan Elementary School from the School Department to the Town.

ARTICLE 13

To see if the Town will vote to authorize the Select Board to enter into an agreement to lease the Trahan Elementary School for a period not to exceed thirty (30) years; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt
Former Select Board member, Anne Marie Stronach motioned to Amend Article 13

Vote: The Amendment Failed by a voice vote 8:38 PM 10/3/23
At least seven voters stood in question of the voice vote 8:38 PM 10/3/23
Moderator Weir verified the vote by standing count 45 Yes/80 No 8:42 PM 10/3/23
Article 13 was Adopted 79 Yes/50 No 8.46 PM 10/3/23

FAILED AMENDMENT: To see if the Town will vote to authorize the Select Board to enter into an agreement to lease the Trahan Elementary School for a period not to exceed thirty (30) years; or take any other action relative thereto **& return to town meeting to approve lease agreement.**

Executive Summary: This article would allow for the lease of the Trahan Elementary School within the statutory requirement of thirty (30) years.

ARTICLE 14

To see if the Town will vote to authorize the Select Board to file with the Great and General Court of the Commonwealth of Massachusetts a Home Rule Petition to allow the Select Board to enter into an agreement to lease the Trahan Elementary School for a period not to exceed ninety-nine (99) years; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 14 was Adopted 73 Yes/52 No

8:49 PM

10/3/23

Executive Summary: This article seeks a Home Rule Petition to allow the Town to lease the Trahan Elementary School for more than the statutory requirement of thirty (30) years but not to exceed ninety-nine (99) years.

ARTICLE 15

To see if the Town will vote to approve a Certified Project Application submitted by Cambridge Isotopes Laboratories for facilities located within the Ames Pond Economic Target Area (ETA) in Tewksbury, Massachusetts and more specifically described on Assessors Map 66 Lot 1. Said approval will provide local and state tax relief to promote economic development in accordance with M.G.L. Chapter 23A, Sections 3A-3H. In addition, the Project Certification confirms:

- A) The project, as proposed, is consistent with and can reasonably be expected to benefit significantly from inclusion as a Certified Project.
- B) The project, as described in the Project Certification Application, will increase employment opportunities for the residents of Tewksbury by allowing for continued growth and expansion of facilities in the Economic Opportunity Area.
- C) The Town requests that this project be designated as a certified project for a term of not less than five (5) years or more than twenty (20) years duration; or take any action relative thereto.

Town Manager

SCRIVENER'S ERROR: The Moderator noted the following Scrivener's Error on page 5 of the Warrant - and there were no objections: the third line down should read "and more specifically described on Assessors Map 66 Lot 1"

Motion: The Finance Committee motioned to Adopt

Vote: Article 15 was Adopted

8:52 PM

10/3/23

Executive Summary: This article requests the Town approve as a Certified Project and allow a Tax Increment Finance Plan for them since they are located within the Town's Economic Target Area.

ARTICLE 16

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>
Melrose Ave	3-16	0.06	Conservation
Melrose Ave	3-22	1.2	Conservation
Kernwood Street/Melrose Ave	3-24	0.46	Conservation
61 Cynthia Road/Behind	84-17	7	Conservation
2347 Main Street	95-96	6.92	Conservation

And, further, to authorize the Select Board 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: Town Manager, Richard Montuori offered an Amendment to Article 16
The Finance Committee motioned to Adopt as Amended:

Vote: The Amendment was Adopted Unanimously 8:54 PM 10/3/23
Article 16 was Adopted as Amended Unanimously 8:55 PM 10/3/23

AMENDMENT: 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	Assessors Map and Block	Parcel Acreage	Parcel Designation Use
Melrose Ave	3 16	0.06	Conservation
Melrose Ave	3 22	1.2	Conservation
Kernwood Street/Melrose Ave	3-24	0.46	Conservation
61 Cynthia Road/Behind	84 17	7	Conservation
2347 Main Street	95-96	6.92	Conservation

ARTICLE 16 AS AMENDED: 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	Assessors Map and Block	Parcel Acreage	Parcel Designation Use
Kernwood Street/Melrose Ave	3-24	0.46	Conservation
2347 Main Street	95-96	6.92	Conservation

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 17

To see if the Town will vote to authorize the Select Board 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>
Carolina Road	81-133	0.1	4,356	\$ 4,800
Water Street	94-158	0.07	3,049	\$ 4,000
Carter/Cart Path	104-1	2.5	108,900	\$ 219,200
Georgia Road	81-220	0.1	4,356	\$ 6,000
Georgia Road	94-20	0.05	2,178	\$ 2,400
Newton Avenue	47-156	0.1	4,356	\$ 400
Wamesit Road	98-48	0.11	4,792	\$ 176,700

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to Article 17
The Finance Committee motioned to Adopt as Amended:

Vote: The Amendment was Adopted Unanimously 8:57 PM 10/3/23
Article 17 was Adopted as Amended Unanimously 8:58 PM 10/3/23

AMENDMENT: To see if the Town will vote to authorize the Select Board to sell all or a portion of the following parcels of land; or take any other action relative thereto.

Address	Assessors Map and Block	Parcel Acreage	Parcel Square Footage	Current Assessed Value
Carolina Road	81-133	0.1	4,356	\$4,800
Water Street	94-158	0.07	3,049	\$4,000
Carter/Cart Path	104-1	2.5	108,900	\$219,200
Georgia Road	81-220	0.1	4,356	\$6,000
Georgia Road	94-20	0.05	2,178	\$2,400
Newton Avenue	47-156	0.1	4,356	\$400
Wamesit Road	98-48	0.11	4,792	\$176,700

ARTICLE 17 AS AMENDED: To see if the Town will vote to authorize the Select Board to sell all or a portion of the following parcels of land; or take any other action relative thereto.

Address	Assessors Map and Block	Parcel Acreage	Parcel Square Footage	Current Assessed Value
Carolina Road	81-133	0.1	4,356	\$4,800
Water Street	94-158	0.07	3,049	\$4,000
Georgia Road	81-220	0.1	4,356	\$6,000
Georgia Road	94-20	0.05	2,178	\$2,400
Newton Avenue	47-156	0.1	4,356	\$400
Wamesit Road	98-48	0.11	4,792	\$176,700

Executive Summary: This article would allow for the sale of these parcels of land in accordance with the Town Bylaw.

ARTICLE 18

To see if the Town will vote to amend its General By-Laws Article VII. Roadwork Guidelines: by adding the following (Additions are in ***Bold Italics***):

Article VII. Roadwork Guidelines

12.04.290 Procedural guidelines.

When an organization or company plans to conduct roadwork, the following policy shall be adhered to:

I: PROCEDURAL GUIDELINES

- A. The Police Department shall receive notice of request for a detail at least 24 hours prior to the start of the proposed work (emergencies excluded).
- B. The Officer in charge at the time the request for a detail is received, shall, as soon as possible, seek an Officer *or Traffic Guard* for that detail.

12.04.300 Work requires Police Officer *or Traffic Guard* when.

A Police Officer shall be hired for the following work, whether by private organization or public agency:

- A. Any street opening which directly affects or impedes vehicular traffic on a public way listed in Section 12.04.310.
- B. Any work in or adjacent to a public way listed in Section 12.04.310 which directly affects or impedes vehicular traffic.
- C. Any work in or adjacent to a public way listed in Section 12.04.310, shall not be required to have a Detail Officer *or Traffic Guard* if, based upon, but not limited to the following considerations, the Chief of Police or his designee determine it is not necessary.
 - 1. DURATION: The amount of time spent working in one area does not exceed 15 minutes.
 - 2. LOCATION: The work area does not extend beyond one-third of the travelled portion of the lane.
 - 3. HAZARD: The work being performed does not constitute a safety hazard and proper precautions are taken to insure the safety of the public and the workers.

12.04.310 Specific instances requiring Police Officer *or Traffic Guard*.

A Police Officer *or Traffic Guard* shall be hired for any work (as specified in Section 12.04.300 above) on the following public ways:

Andover St.	French St.	North St.	Trull Rd.
Astle St.	Helvetia St.	No. Billerica Rd.	Vale St.
Bailey Rd.	Hill St.	Park Ave.	Victor Dr.
Ballard St.	Hood St.	Patton Rd.	Water St.
Beech St.	James St.	Pike St.	Whipple Rd.
Bridge St.	Kendall Rd.	Pine St.	Whittemore St.
Carter St.	Lake St.	Pinnacle St.	Woburn St.
Chandler St.	Lee St.	Pleasant St.	
Chapman Rd.	Livingston St.	Pond St.	
Clark Rd.	Lowe St.	Pringle St.	
Colonial Dr.	Lowell St.	River Rd.	
Common St.	Main St.	Robinson Ave.	
Country Club Dr.	Maple St.	Rogers St.	
County Rd.	Marshall St.	Salem Rd.	
East St.	Marston St.	Shawsheen St.	
Fiske St.	McLaren Rd.	South St.	
Foster St.	Navillus Rd.	Summer St.	

A Police Officer or *Traffic Guard* shall be hired for any work specified in Section 12.04.300 on all public ways between dusk and dawn

12.04.320 Authority to determine validity of optional details.

Where any work of the kind specified in Section 12.04.300 creates a hazard to the public safety on any public way not listed in Section 12.04.310, the Police Chief, Deputy Police Chief, Officer in Charge or his designee shall determine if a detail is necessary.

12.04.330 Authorization to begin work.

No work is to commence until such time as the detail officer or *Traffic Guard* is present or a cruiser is temporarily assigned to that location and is present and authorizes the work to begin.

12.04.340 Immediate hazards.

When a hazard to the public safety exists on or adjacent to any public way the Police Chief, Deputy Police Chief, Officer in Charge or his designee shall assign a Detail Officer(s) or *Traffic Guard(s)* to that location until such time as the responsible parties are contacted and the condition rectified.

12.04.350 Violations - Article VII.

- First Offense: WARNING
- Second Offense: \$100.00 FINE
- Third or Subsequent Offense: \$300.00 FINE.

The Town Manager/Select Board reserves the right to suspend, revoke, or refuse to issue a permit to open a public way in Tewksbury for the purpose of performing construction work for just cause.

~~**12.04.360 Violations – General.**~~

~~Every person violating any of the provisions of any section of Articles IVI shall be punished by a fine not exceeding twenty dollars, for every offense, to be recovered by complaint, before a trial justice or district court of competent jurisdiction in the County of Middlesex.~~

Town Manager

SCRIVENER’S ERROR: The Moderator noted the following Scrivener’s Error on page 7 of the Warrant and there were no objections. In the table of section 12.04.310 **Ballard Rd.** should be **Ballard St.**

Motion: Town Manager, Richard Montuori offered an Amendment to Article 18
The Finance Committee motioned to Adopt as Amended:

Vote:	The Amendment was Adopted	8:59 PM	10/3/23
	Article 18 was Adopted as Amended Unanimously	9:01 PM	10/3/23

AMENDMENT: Amend the following Section 12.04.300 first sentence by adding “or Traffic Guard”:

A Police Officer or **Traffic Guard** shall be hired for the following work, whether by private organization or public agency:

ARTICLE 18 AS AMENDED: To see if the Town will vote to amend its General By-Laws Article VII. Roadwork Guidelines: by adding the following (Additions are in ***Bold Italics***):

Article VII. Roadwork Guidelines

12.04.290 Procedural guidelines.

When an organization or company plans to conduct roadwork, the following policy shall be adhered to:

I: PROCEDURAL GUIDELINES

- A. The Police Department shall receive notice of request for a detail at least 24 hours prior to the start of the proposed work (emergencies excluded).
- B. The Officer in charge at the time the request for a detail is received, shall, as soon as possible, seek an Officer *or Traffic Guard* for that detail.

12.04.300 Work requires Police Officer or Traffic Guard when.

A Police Officer **or Traffic Guard** shall be hired for the following work, whether by private organization or public agency:

- A. Any street opening which directly affects or impedes vehicular traffic on a public way listed in Section 12.04.310.
- B. Any work in or adjacent to a public way listed in Section 12.04.310 which directly affects or impedes vehicular traffic.
- C. Any work in or adjacent to a public way listed in Section 12.04.310, shall not be required to have a Detail Officer or Traffic Guard if, based upon, but not limited to the following considerations, the Chief of Police or his designee determine it is not necessary.
 - 1. DURATION: The amount of time spent working in one area does not exceed 15 minutes.
 - 2. LOCATION: The work area does not extend beyond one-third of the travelled portion of the lane.
 - 3. HAZARD: The work being performed does not constitute a safety hazard and proper precautions are taken to insure the safety of the public and the workers.

12.04.310 Specific instances requiring Police Officer or Traffic Guard.

A Police Officer *or Traffic Guard* shall be hired for any work (as specified in Section 12.04.300 above) on the following public ways:

Andover St.	French St.	North St.	Trull Rd.
Astle St.	Helvetia St.	No. Billerica Rd.	Vale St.
Bailey Rd.	Hill St.	Park Ave.	Victor Dr.
Ballard St.	Hood St.	Patton Rd.	Water St.
Beech St.	James St.	Pike St.	Whipple Rd.
Bridge St.	Kendall Rd.	Pine St.	Whittemore St.
Carter St.	Lake St.	Pinnacle St.	Woburn St.
Chandler St.	Lee St.	Pleasant St.	
Chapman Rd.	Livingston St.	Pond St.	
Clark Rd.	Lowe St.	Pringle St.	
Colonial Dr.	Lowell St.	River Rd.	
Common St.	Main St.	Robinson Ave.	
Country Club Dr.	Maple St.	Rogers St.	
County Rd.	Marshall St.	Salem Rd.	
East St.	Marston St.	Shawsheen St.	
Fiske St.	McLaren Rd.	South St.	
Foster St.	Navillus Rd.	Summer St.	

A Police Officer *or Traffic Guard* shall be hired for any work specified in Section 12.04.300 on all public ways between dusk and dawn.

12.04.320 Authority to determine validity of optional details.

Where any work of the kind specified in Section 12.04.300 creates a hazard to the public safety on any public way not listed in Section 12.04.310, the Police Chief, Deputy Police Chief, Officer in Charge or his designee shall determine if a detail is necessary.

12.04.330 Authorization to begin work.

No work is to commence until such time as the detail officer *or Traffic Guard* is present or a cruiser is temporarily assigned to that location and is present and authorizes the work to begin.

12.04.340 Immediate hazards.

When a hazard to the public safety exists on or adjacent to any public way the Police Chief, Deputy Police Chief, Officer in Charge or his designee shall assign a Detail Officer(s) *or Traffic Guard(s)* to that location until such time as the responsible parties are contacted and the condition rectified.

12.04.350 Violations - Article VII.

- First Offense: WARNING
- Second Offense: \$100.00 FINE
- Third or Subsequent Offense: \$300.00 FINE.

The Town Manager/Select Board reserves the right to suspend, revoke, or refuse to issue a permit to open a public way in Tewksbury for the purpose of performing construction work for just cause.

~~**12.04.360 Violations – General.**~~

~~Every person violating any of the provisions of any section of Articles IVI shall be punished by a fine not exceeding twenty dollars, for every offense, to be recovered by complaint, before a trial justice or district court of competent jurisdiction in the County of Middlesex.~~

Executive Summary: This article would amend this Bylaw to allow Traffic Guard(s) to work road details,

ARTICLE 19

To see if the Town will vote to amend the Town’s Personnel Bylaw wage and compensation schedule Addendum Library of Job Titles and Wage Scale by adding the following position; or take any other action relative thereto.

8	71,247.85	73,032.18	74,866.78	76,726.52	78,636.51	80,596.77	82,607.29	84,668.07	86,779.12	88,940.43
Deputy Chief Operating Engineer										

Town Manager

SCRIVENER’S ERROR: The Moderator noted the following Scrivener’s Error on page 8 of the Warrant and there were no objections. In the Executive Summary it should read Deputy Chief **Operating** Engineer not Deputy Chief Engineer

Motion: The Finance Committee motioned to Adopt

Vote: Article 19 was Adopted Unanimously 9:02 PM 10/3/23

Executive Summary: This article would amend the Personnel Bylaw to add the position of Deputy Chief Operating Engineer for the Water Treatment Plant to the Library of Job Titles and Wage Scale.

ARTICLE 20

To see if the Town will vote to amend the Town General Bylaws: Chapter 18.04 Conservation Commission Wetland Protection as follows with deletions shown as strikethroughs, additions underlined and scrivener’s notes in parentheses:

Chapter 18.04

CONSERVATION COMMISSION WETLANDS PROTECTION

Sections:

18.04.010 Purpose-

18.04.020 Definitions-

18.04.030 Jurisdiction-

18.04.040 ~~Exceptions-~~ Exemptions

~~18.04.045 Performance Standards-~~

18.04.050 Buffer Zone Limitations

~~18.04.050 Applications for permit and requests for determination-~~

18.04.060 ~~Notice and hearings-~~ Waiver

18.04.070 ~~Time of receipt-~~ Application and Fees

18.04.080 ~~Coordination with other boards-~~ Notice and Hearings

18.04.090 ~~Permits, determinations and Conditions-~~

18.04.100 ~~Modifications-~~ Coordination with Other Boards

18.04.110 ~~Registry of deeds-~~ Modifications

18.04.120 ~~Certificate of compliance-~~ Registry of Deeds

18.04.130 ~~Regulations-~~ Certificate of Compliance

18.04.140 ~~Enforcement-~~ Regulations

18.04.150 ~~Inspection-~~ Enforcement

18.04.160 ~~Burden of proof-~~ Proof

18.04.170 ~~Relation to the wetlands protection act-~~ Wetlands Protection Act

18.04.180 ~~Performance guarantee-~~ Guarantee

18.04.190 Appeal-

18.04.200 Amendments-

18.04.210 Penalties-

18.04.220 ~~Preacquisition violation-~~ Severability

18.04.010: Purpose-

The purpose of the ~~Wetlands-Tewksbury Wetland~~ Wetlands-Tewksbury Wetland Protection Bylaw (“Bylaw”) is to protect the wetlands, ~~related~~ water resources, flood prone areas, and adjoining ~~land-upland~~ land-upland areas in the Town of Tewksbury (“Town”). ~~The present state law is the Wetlands Protection Act, M.G.L. c.131,s.40, as amended (“Act”). The act sets minimum standards for every city and town in the Commonwealth of Massachusetts to follow. This Bylaw will enable the Town to protect local resource area and to reduce any significant or cumulative effect upon the wetlands in the Town.”)~~ by controlling activities deemed by the Tewksbury Conservation Commission (the “Commission”) likely to have a significant or cumulative effect on Resource Area Values, including but not limited to the following: public or private water supply, groundwater supply, flood control, erosion and sedimentation control, storm damage prevention including coastal storm flowage, water quality, prevention and control of pollution, fisheries, shellfisheries, wildlife habitat, rare species habitat including rare plant and animal species, agriculture, aquaculture, and recreation values, deemed important to the community.

~~The purpose of this Bylaw is to control activities deemed by the Tewksbury Conservation Commission (the “Commission”) likely to have a significant or cumulative effect upon wetland values on Resource Area Values, including but not limited to, the following: public and or private water supplies supply, groundwater quantity, quality and supply, surface water quantity and quality, supply, flood control, erosion and sedimentation control, prevention of storm damage prevention including coastal storm flowage, water quality, prevention and control of pollution, fisheries, shellfisheries, wildlife habitat, rare species habitat including rare plant and animal species, fisheries, agriculture and aqua culture, aquaculture, and recreation values, deemed important to the community. (collectively, the “wetland values protection by this Bylaw”). (Art. 30 § A, ATM 1991, STM May 2009)~~

18.04.020 Definitions. This Bylaw is intended to utilize the Home Rule authority of this municipality so as to protect the resource areas under the Wetlands Protection Act (M.G.L. Ch.131 §40; the “Act”) to a greater degree, to protect additional resource areas beyond the Act recognized by the Town as significant, to protect all resource areas for their additional values beyond those recognized in the Act, and to impose in local regulations and permits additional

standards and procedures stricter than those of the Act and regulations thereunder (i.e., 310 CMR 10.00), subject, however, to the rights and benefits accorded to agricultural uses and structures of all kinds under the laws of the Commonwealth and other relevant Bylaws of the Town.

18.04.020: Definitions-

~~The definitions given in 310 CMR 10.04 for the following terms shall apply to this Bylaw and statutory amendment protecting wildlife habitat in wetland resource areas enacted July 16, 1986 (Section 44 of Chapter 44 of Chapter 231 of the Acts of 1986), amending Section 40 of Chapter 131 of Massachusetts General Laws, amendments and regulations promulgated there under: dredge, fill flood control, freshwater wetlands, lake, bordering land subject to flooding, marsh, meadow, private water supply, public water supply, river.~~

The following definitions shall apply in the interpretation and implementation of this Bylaw. Except as otherwise provided herein or in the Commission's regulations, the definitions of terms shall be as set forth in the ~~Wetlands Protection Act~~ and 310 CMR 10.00.

~~“Abutter”:~~ means the owner of any property ~~any portion of which lies within 100 feet radially from any lot line of the subject property~~ including owners of land directly opposite on any public or private street or way ~~including any, in addition to properties~~ in another municipality or across a body of water. ~~In the case of property that has frontage on a pond, abutters shall include all those properties with frontage on the pond or pond association if in existence. (ATM 5-9-12) – any portions of which lies within 100 feet radially from the Project Locus.~~

~~“Administrative Orders” shall include but not limited to enforcement orders, violation notices, orders of conditions, orders of resource delineation and Certificates of Emergency.~~

~~“Alter”:~~ includes, without limitation, the following activities, whether temporary or permanent, when taken to, upon or within, or when they affect ~~local resource areas~~ Resource Areas protected by this Bylaw:

- (1) Removing, excavating, or dredging of soil, sand, gravel, or aggregate materials of any kind;
- (2) Changing ~~pre-existing~~ pre-existing drainage characteristics, flushing characteristics, sedimentation patterns, flow patterns, or flood retention characteristics;
- (3) Draining or otherwise disturbing the ground or surface water level or water table;
- (4) Dumping, discharging, or filling with any material which may degrade water quality;
- (5) Placing or removing of fill or other material, which would alter the elevation or land surface;
- (6) Driving piles, erecting or repairing buildings (residential or commercial) or structures, ~~as defined in the regulations implementing the bylaw, of any kind;~~ that causes soil disturbance;
- (7) Placing of obstructions in water, whether or not they interfere with the flow of water;
- (8) Changing water temperature, biochemical oxygen demand, or any other physical, biological, or chemical characteristics of the water;
- (9) Destroying plant life, including cutting trees and shrubs;
- (10) Conducting any work or activity which may cause or tend to contribute to pollution of any body of water or groundwater;
- (11) Applying pesticides or herbicides;
- (12) Any activities, changes or work which cause alteration of wildlife habitat; ~~and~~
- (13) Any activities, changes or ~~work~~ works which pollute or cause displacement of any body of water or groundwater; and

(14) Incremental activities which have, or may have, a cumulative adverse impact on the resource areas protected by this bylaw-Bylaw.

~~“Bank” means the land area which normally abuts and confines a body of water; the lower boundary being the mean annual low flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher. Buffer Zone: means the land area which normally abuts and confines a body of water; the lower located within 200 feet from the outer boundary being of any potential or certified Vernal Pools and the mean annual low flow level, and land located within 100 feet from the upper outer boundary being the first observable break in the slope or the mean annual flood level, whichever is higher.~~

~~“Bogs” are areas where standing or slowly running water is near or at the surface during a normal growing season and where a vegetational community has a significant portion of the ground or water surface covered with sphagnum moss (Sphagnum), and where the vegetational community is made up of a significant portion of one or more of, but not limited to nor necessarily including all, of the following plants or groups of plants: aster (Aster nemoralis), azaleas (Rhododendron condense and R. viscous), black spruce (Picea Mariana) bog cotton (Eriophorum), cranberry (Vaccinium macrocarpon) high bush berry (Vaccinium corymbosum), larch (Larix laricina) laurels (Kalmia angustifolia and K. polifolia), leatherleaf (Chamaedaphne calyculata), orchids (Arethusa, Calopogon, Pogonia), pitcher plants (Sarracenia purpurea), sedges (Cyperaceae), sundews (Droseraceae), sweet gale (myrica gale) white cedar (Chamaecyparis thyoides).~~

~~“Bordering Land Subject To Flooding” (BLSF) is an area with low, flat topography adjacent to and inundated by flood waters rising from creeks, rivers, streams, ponds or lakes. It extends from the banks of these waterways and water bodies; where a bordering vegetated wetland occurs, it extends from said wetland.~~

~~“Bordering Vegetated Wetlands” are freshwater wetlands which border on creeks, streams, rivers, ponds and lakes in areas where the topography is low and flat. Bordering vegetated wetlands are areas where the soils are annually saturated and/or inundated such that they support a predominance (50% or greater) of wetland indicator plants. Types of vegetated wetlands include wet meadows, marshes, swamps and bogs. Wetlands and their boundaries shall be identified in the manner designated in the Massachusetts Department of Environmental Protection (DEP) Handbook “Delineating Bordering Vegetated Wetlands under Massachusetts Wetlands Protection Act,” March 1995, and future amendments, other DEP guidance documents generally accepted by Conservation Commissions for purposes of bordering vegetated wetland.~~

“Buffer Zone:” means the land located within 200 feet from the outer boundary of any potential or certified Vernal Pools and the land located within 100 feet from the outer boundary of any:

- (1) Bordering freshwater wetlands, ~~or~~ isolated freshwater wetlands, wet meadows, marshes, swaps, or bogs;
- (2) Intermittent streams, brooks, and creeks;
- (3) Ponds and lakes; and
- (4) Banks

~~and shall also mean the land located within 200 feet from the outer boundary of any potential or certified Vernal Pools.~~

Commission: means the Tewksbury Conservation Commission.

“Department:” means the Massachusetts Department of Environmental Protection (DEP).

~~“Dredge” means to deepen, widen, or excavate, either temporarily or permanently.~~

~~“Flooded” means a condition in which the soil surface is temporarily covered with flowing water from any source, such as streams overflowing their banks, runoff from adjacent or surrounding slopes, inflow from high tides, or any combination of sources.~~

~~“Freshwater wetlands” are wet meadows, marshes, swamps and bogs.~~

~~“Isolated Land Subject to Flooding” is any isolated depression without an inlet or outlet which at least once a year confines standing water to a volume of at least ¼ acre foot of water with an average depth of at least six inches. The boundary is the perimeter of the largest observed or recorded volume of water confined in the basin.~~

~~“Lake” means any open body of fresh water with a surface area of ten acres or more, and shall include great ponds.~~

~~“Land Under Waterbodies and Waterways”: the definition, critical characteristics, and boundaries for this term shall be consistent with what is stated within 310-CMR-10.56(2).~~

~~“Local Resource Areas” means those areas of the Town referenced in the “Jurisdiction” section below. The Commission has jurisdiction over these local resource areas.~~

~~“Marshes” are areas where a plant community exists in standing or running water during the growing season and where a significant part of the vegetational community is composed of, but not limited to nor necessarily including all, of the following plants or groups of plants: arums (Araceae), bladder worts (Utricularia), burr reeds (Sparganiaceae), button bush (Cephalanthus occidentalis), cattails (Typha), duck weeds (Lemnaceae), eelgrass (Vallisneria), frog bits (Hydrocharitaceae), horsetails (Equisetaceae), hydrophilic grasses (Gramineae), leatherleaf (Cahmaedaphne calyculata) pickerel weeds (Pontederiaceae), pipeworts (Eriocaulon), pond weeds (Potamogeton), rushes (Juncaceae), sedges (Cyperaceae), smartweeds (Polygonum), sweet gale ((Myrica gale), water milfoil (Haloragaceae), water lilies (Nymphaeaceae), water starworts (Callitrichaceae), water willow (Decodon verticillatus).~~

No Build Zone: means that portion of the Buffer Zone upgradient of the No Disturb Zone and extending to a line fifty feet (50') from the edge of those Resource Areas incorporated into the definition of Buffer Zone, contiguous or intermittent, with a defined dimension, subject to restriction, defined in this Bylaw.

No Disturb Zone: means that portion of the Buffer Zone which extends twenty-five feet (25') from the edge of those Resource Areas incorporated into the definition of Buffer Zone, continuous or intermittent, with a defined dimension, subject to restriction, defined in this Bylaw.

Person: means an entity which includes any individual, group of individuals, association, partnership, corporation, company, business organization, trust, estate, the Commonwealth or political subdivision thereof to the extent subject to Town Bylaws, administrative agency, public or quasi-public corporation or body, a municipality, and any other legal entity, its legal representatives, agents or assigns.

“Ponds:”

- (1) Shall include any substantially open body of fresh water with a surface area observed or recorded, within ten years prior to the date of application, of at least 5,000 square feet. Ponds may be either naturally occurring or man-made by impoundment, excavation, or otherwise. Ponds shall contain standing water except for periods of extended drought. For the purposes of this definition, extended drought shall be defined at 310 CMR 10.00 as it may be amended.
- (2) Notwithstanding the above, the following man-made bodies of open water shall not be considered ponds: swimming pools or other impervious man-made basins.

Project Locus: means the property boundaries of the lot(s) on which an applicant proposes to perform an activity subject to the ~~Tewksbury Wetland Protection~~ Bylaw, or in the case of a Notice of Intent application proposing work within a public roadway or easement, Project Locus shall mean the spatial extent of proposed activities that meet the definition of Alter herein within said roadway or easement.

Quorum: A majority of the Commission members in office.

“Rare Species:” means, without limitations, all vertebrate and invertebrate animals and all plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife., ~~regardless whether the site in which they occur has been previously identified by the Division.~~

“Resource Areas (natural or created):” include any natural or created bordering/isolated freshwater wetlands, marshes, wet meadows, bogs, swamps, lakes, ponds (natural or created), rivers, streams, banks, vernal pools, Land Under Water land under water in each resource area and Waterways, Riverfront Area, and Bordering/Isolated Land Subject to Flooding. ~~land subject to flooding or inundation by groundwater or surface waters, and buffer zones as defined in the Bylaw.~~ Note that section 18.04.040(5) of the Bylaw shall be deferred to regarding whether a stormwater management system by itself may constitute a jurisdictional Resource Area or Buffer Zone.

“Resource Area Values:” include public or private water supply, groundwater supply, flood control, erosion and sedimentation control, storm damage prevention including coastal storm flowage, water quality, prevention and control of pollution, fisheries, shellfisheries, wildlife habitat, rare species habitat including rare plant and animal species, agriculture, aquaculture, and recreation values deemed important to the community.

“Riverfront Area”, for the purpose of this Bylaw, shall mean the definition provided within 310 CMR 10.00 and as amended.

“Stream” means a body of running water, including brooks and creeks, which moves in a definite channel in the ground due to a hydraulic gradient. The definition of stream shall apply to both intermittent and perennial bodies of running water.

“Structure:” shall mean a combination of materials assembled at a fixed location to give support or shelter such as a building, house, barn, garage, or shed. The word “Structure” shall be construed, where ~~7 of 21~~ the context requires, as though followed by the words “or part or parts thereof”. However, in reference to the No Build Zone, “Structure” shall not include fences, retaining walls, decks, patios, ~~gazebos~~, lawn furniture, children’s toys such as sandboxes and swing-sets, rip-rapped areas, driveways, parking areas, ~~sheds (not to exceed 120 square feet in floor area)~~, or the like. Additionally, sheds and gazebos shall not be included in the definition of “Structure” in reference to the No Build Zone provided that they have a floor area of 120 square feet or less. This definition is not meant to be extended to how the term “Structure” is used for agricultural exemptions in Section 18.04.040 of the Bylaw.

“Swamps” are areas where ground water is at or near the surface of the ground for a significant part of the growing season or where runoff water from surface drainage frequently collects above the soil surface, and where a significant part of the vegetational community is made up of, but not limited to nor necessarily include all of the following plants or groups of plants: alders (*Alnus*), ashes (*Fraxinus*), azaleas (*Rhododendron canadense* and *R. viscosum*), black alder (*Hex verticillata*), black spruce (*Picea mariana*), buttonbush (*Cephalanthus occidentalis*), American or white elm (*Ulmus Americana*), white Hellebore (*Veratrum viride*), hemlock (*Tsuga Canadensis*), highbush blueberry (*Vaccinium corymbosum*), larch (*Larix laricina*), cowslip (*Caltha palustris*), poison sumac (*Toxicodendron vernix*), red maple (*acer rubrum*), skunk cabbage (*Symplocarpus foetidus*), sphagnum mosses (*Sphagnum*), spice bush (*Lindera benzoin*), black gum tupelo (*Nyssa sylvatica*), sweet pepperbush (*Clethra alnifolia*), white cedar (*Chamaecyparis thyoides*), willow (*Salicaceae*), common reed (*Phragmites communis*), and jewelweed (*Impatiens capensis*).

“Vernal Pools:” means a confined depression which provides habitat for vernal pool species, whether or not certified by the Massachusetts Natural Heritage program. Vernal pool species are those vertebrate and invertebrate species listed in the January 1991 edition of Massachusetts Audubon Society's “A Citizen's Step-by-Step guide to Protecting Vernal Pool's”. In addition to the scientific definitions found in the Regulations Act’s regulations, any confined basin or depression not occurring in existing lawns or driveways that, at least in most years, holds water for a minimum of two continuous months during the spring and/or summer, contain at least 200 cubic feet of water at some time during most years, is free of adult predatory fish populations, and provides essential breeding and rearing habitat functions for amphibian, reptile or other vernal pool community species, regardless of whether the site has been certified by the Massachusetts Division of Fisheries and Wildlife, and regardless of whether the site is contained within another resource area shall be defined as a vernal pool. The adjacent upland buffer zone resource area for vernal pools shall extend 200 feet outward from the mean annual high-water line defining the depression.

“Wetland Resource Area” is any resource area listed in 18.04.030(1) through 18.04.030(8).

“Wet Meadows” are areas where ground water is at the surface for the significant part of the growing season and near the surface throughout the year and where a significant part of the vegetational community is composed of various grasses, sedges, and rushes, made up of, but not limited to nor necessarily including all of the following plants or groups of plants: blue flag (Iris), vervain (Verbena), thoroughwort (Eupatorium), doek (Rumex), false loosestrife (Ludwigia), hydrophilic grasses (Gramineae), loosestrife (Lythrum), marsh fern (Dryopteris thelypteris), rushes (Juncaceae), sedges (Cyperaceae), sensitive fern (Onoclea sensibilis), and smartweed (Polygonum).

18.04.030: Jurisdiction:

(a) Except as permitted by the commission or as provided in this bylaw, no No person shall alter, dredge, fill, degrade, discharge into, and/or remove the following local resource areas: (~~STM May 2009~~) Resource Areas within the Town except as permitted by the Commission:

(1) ~~Within 200 feet of any river, perennial stream or vernal pool;~~ Any bordering freshwater wetlands, isolated freshwater wetlands, wet meadows, marshes, swaps, bogs, intermittent streams, brooks, creeks, ponds, lakes, and banks (banks of streams, ponds, lakes), in addition to lands within 100-feet of said Resource Areas;

(2) ~~Within 100 feet of any bordering vegetated wetlands, freshwater wetland, wet meadow, marsh, swamp or bog;~~ Vernal Pools, in addition to lands within 200-feet of this Resource Area;

(3) ~~Within 100 feet of any brook, stream (intermittent or spring), pond (natural or created) or lake~~ Riverfront Area;

(4) ~~Land under any of the bodies of water listed in (1) and (2) above~~ Land under Waterbodies and Waterways; and

(5) ~~Within 100 feet of bordering or isolated land subject to flowing or inundation by groundwater or surface water. The term “inundation by groundwater” means having groundwater at or near the surface of the ground at least six months of the year~~ Bordering and Isolated Land Subject to Flooding.

(6) ~~Buffer zone where an activity is proposed within the buffer zone, the Commission shall presume that the activity has a high likelihood of altering any resource area adjacent to the buffer zone unless the proponent proves by a preponderance of the credible evidence that either;~~

(a) ~~The buffer zone does not play a role in the protection of any of the wetland values of the Bylaw; or~~

(b) ~~The activity shall occur in such a manner that any potential adverse environmental impacts on any of the wetland values are avoided. (STM May 2009)~~

(7) ~~For the No Disturb Zone which extends twenty five feet (25') from the edge of the Wetland Resources Area, the Commission shall require the applicant to maintain a minimum continuous 25 foot wide No Disturb Zone of undisturbed, natural vegetation between the proposed activity and the resource area(s). The Commission shall also require a fifty feet (50') No Build Zone from the edge of the Wetland Resource Area, whereby the applicant is required to maintain any proposed building (residential or commercial) or structure, as defined in the regulations implementing the bylaw, at least 50 feet from the resource area(s). When partial encroachment into the No Build Zone setback is unavoidable, the applicant may mitigate this encroachment by increasing the size of the buffer strip area by an amount equal to or greater than the area of the encroachment, using the following guidelines:~~

1) ~~The encroachment shall not exceed 10% of the total area of the No Build Zone setback for the lot;~~

2) ~~The applicant shall demonstrate to the Commission’s satisfaction that construction activities and future use of the site is not likely to result in intrusion into, or alteration of, the No Disturb Zone;~~

3) ~~The commission may require that permanent and visible demarcation of the No Disturb Zone is established and maintained in perpetuity so that current and future landowners are aware of the No Disturb Zone. 9 of 21 The applicant shall demonstrate to the Commission’s satisfaction that future use of the site is not likely to result in intrusion into, or alteration of, the No Disturb Zone. The Commission may require the applicant to submit a use plan and narrative as~~

part of that demonstration. At the Commission's request, the applicant shall demonstrate to the Commission's satisfaction that work or activities proposed at the edge of the No Disturb Zone are necessary and that reasonable alternatives, including reducing the scale and scope of the project or adjusting other setbacks, do not exist.

(8) Where an activity is proposed within a vernal pool, the Commission shall presume that the activity has a high likelihood of altering the habitat for the vernal pool species unless the proponent proves by a preponderance of the credible evidence that either;

a) The vernal pool shall not have been used by vernal pool species as habitat;

b) The activity shall occur in such a manner that any potential adverse environmental impacts on any of the wetland values are avoided.

(9) For stormwater management purposes, the Commission may allow encroachment into the no build zone.

18.04.040: Exemptions.

(1) General Exceptions Provided that written notice with suitable plans and a project narrative (if applicable) has been received and reviewed by the Commission prior to the commencement of work, the application and permit otherwise required by this Bylaw shall not be required for:

a) Maintaining, repairing, or replacing, but not substantially changing or enlarging, an existing and lawfully located building (residential/commercial) or facility used in the service of the public to provide electric, gas, water, sewer, telephone or other telecommunication services, provided said work utilizes the best practical measures to avoid or minimize impacts to Resource Areas outside the footprint of said structure or facility; and The permit and application required by this Bylaw shall not be required for: Maintaining, repairing or replacing but not substantially changing or enlarging, an existing and lawfully located building (residential/ commercial) or facility used in the service of the public to provide electric, gas, water, telephone or other telecommunication services; Work performed for normal maintenance or improvement of land in agricultural use or in aqua cultural use; Mosquito control projects when performed by the Town or the Commonwealth or political subdivision thereof, or Maintenance by the Town of its drainage system.

~~These exceptions shall be permitted only if written notice with suitable plans has been given to the Commission at least twenty (20) business days prior to the commencement of work and provided that the work conforms to performance standards and design specifications in regulations adopted by the Commission.~~

b) Mosquito control projects when performed by the Commonwealth or political subdivision thereof. The following are exempt minor activities as long as they are located in the riverfront area or buffer zone, but not within any resource area. These activities are described in the State Wetland Regulations (310 Code of Massachusetts Regulations 10.00 Section 10.58(6)). ~~The landowner can proceed with these tasks without prior review by the Conservation Commission.~~

i) ~~Unpaved pedestrian walkways for private use;~~

ii) ~~Fencing that does not create a barrier to wildlife movement Stone walls without mortared foundations; Stacks of cordwood; Vista pruning—the selective thinning of tree branches or understory shrubs to create a window to improve visibility—as long as it occurs more than 50 feet from the mean annual high water line within a riverfront area or from a bordering vegetated wetland, whichever is farther. (This activity does not include the cutting of trees with reduces the leaf canopy to less than 90 percent of the existing crown cover or the mowing or removal of understory brush.)~~

~~Planting of native trees, shrubs, or groundcover, but not turf lawns;~~

~~Conversion of lawns to decks, sheds, patios, and pools that are accessory to single family homes, as long as:~~

~~House existed prior to August 7, 1996;~~

~~Activity located more than 50 feet from the mean annual high water of the riverfront area or bordering vegetated wetland (whichever is farther, and~~

~~Sedimentation and erosion controls used during construction~~

~~Conversion of patios, pools, sheds, or other impervious surfaces to lawn or natural vegetation~~

~~Activities, such as monitoring wells, exploratory borings, soil sampling, and surveying, that are temporary, have negligible impacts, and are necessary for planning and design purposes.~~

~~(Note; Maintenance of existing landscaping, including lawn mowing and pruning, is exempt from review regardless of location in the buffer zone or any wetland resource area.) (STM May 2009)~~

~~e) The following are exempt minor activities as long as they are located in the No Build Zone. These activities are described in the State Wetland Regulations (310 Code of Massachusetts Regulations 10.00 Section 10.58(6)). The landowner can proceed with these tasks without prior review by the Conservation Commission.~~

~~i) Unpaved pedestrian walkways for private use;~~

~~ii) Fencing that does not create a barrier to wildlife movement~~

~~Stone walls without mortared foundations;~~

~~Stacks of cordwood;~~

~~Vista pruning the selective thinning of tree branches or understory shrubs to create a window to improve visibility as long as it occurs more than 50 feet from the mean annual high water line within a riverfront area or from a bordering vegetated wetland, whichever is farther. (This activity does not include the cutting of trees which reduces the leaf canopy to less than 90 percent of the existing crown cover or the mowing or removal of understory brush.)~~

~~Planting of native trees, shrubs, or groundcover, but not turf lawns;~~

~~Conversion of lawns to decks, sheds, patios, and pools that are accessory to single family homes, as long as:~~

~~House existed prior to May 1, 2002;~~

~~Activity located more than 25 feet from the Wetland Resource Area or bordering vegetated wetland (whichever is farther, and~~

~~Sedimentation and erosion controls used during construction~~

~~Conversion of patios, pools, sheds, or other impervious surfaces to lawn or natural vegetation Activities, such as monitoring wells, exploratory borings, soil sampling, and surveying, that are temporary, have negligible impacts, and are necessary for planning and design purposes.~~

~~(Note; Maintenance of existing landscaping, including lawn mowing and pruning, is exempt from review regardless of location in the buffer zone or any wetland resource area.) (STM May 2009)~~

~~(2) The jurisdiction of the Bylaw shall not extend to uses and structures of agriculture that enjoy the rights and privileges of laws and regulations of the Commonwealth governing agriculture, including work performed for normal maintenance or improvement of land in agricultural or aquacultural uses as defined by the Act's regulations, found at 310 CMR 10.04. Emergency Projects. The permit and applications required by this bylaw shall not be required for emergency projects necessary for the protection of the health or safety of the public, provided that the work is to be performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, and provided that all the following conditions are met:~~

~~(a) Written notice has been given to the Commission prior to the commencement of work or within twenty-four (24) hours after commencement. In cases determined by the Commission to be extreme emergencies, verbal notice may be accepted and written notice to be provided within five (5) business days;~~

~~(b) The Commission or its agent certifies the work as an emergency project;~~

~~(c) The work is performed only for the time and place certified by the Commission for the limited purposes necessary to abate the emergency; and~~

~~(d) Within twenty one (21) days of commencement of an emergency project an application for permit shall be filed with the Commission for review as provided in this bylaw. Upon failure to meet these conditions, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.~~

~~(3) Minor Activities, as defined in the Commission's regulations, that occur only within the Buffer Zone and/or Riverfront Area, shall not be subject to the requirements of the Bylaw and the Commission's regulations relative to obtaining a permit. Public Good. Where a project is necessary for the protection of the health or safety of the public as determined by the Police Chief, Fire Chief, Superintendent of Public Works, or Board of Health, or a project substantially changes, enlarges, or creates a building, facility or structure as defined in the regulations a structure or facility used to provide local services of sewer, water, or stormwater drainage, or state or federally regulated public utilities such as electrical distribution or transmission lines, or communication, and natural gas lines, or public sidewalks, the Commission may waive the requirements associated with the No Disturb Zone and No Build Zone setbacks requirements of this bylaw, 18.04.30(6), and permit activities, provided that the applicant has proved by a preponderance of credible evidence that (1) there is no practicable alternative to the proposed project that would avoid or reduce the project's impact, and that (2) said project, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by the bylaw. The definition of practicable shall be the same as set forth in the Massachusetts Wetland Regulations 310 CMR 10.58(4), General Performance Standard of the Riverfront Area. (Art. 30 § D, ATM 1991: Art. 14, STM 2003, STM May 2009~~

~~(4) Waiver The application and permit required by this Bylaw shall not be required for emergency projects necessary for the protection of the health or safety of the public, provided that the work is performed by or has been ordered to be performed by an agency of the Commonwealth or a political subdivision thereof, and provided that all the following conditions are met:~~

- ~~a. Written notice has been given to the Commission prior to the commencement of work or within twenty-four (24) hours after commencement. In cases determined by the Commission to be extreme emergencies, verbal notice shall be provided within five (5) business days; Where the strict application of this Bylaw, or the rules and regulations adopted by the Tewksbury Conservation Commission, owing to the shape or topography of the applicant's property, would impose severe economic hardship, as defined either in statute or case law, on the applicant, taking into account an investment based expectation, or when a waiver would serve a substantial public benefit, the Commission may at its sole discretion grant a waiver from the dimensional requirements of the No Disturb Zone, No Build Zone and allow impacts on the wetland areas protected by this Bylaw. Impact to the wet lands areas shall be minimized to the furthest possible and practicable extent and any appropriate replication or mitigation will be confined to the property itself. This exception shall not apply to property where the applicant, owner, or predecessors in title to the property, created the hardship or rendered the property unusable by their own actions.~~
- ~~b. The Commission or its agent certifies the work as an emergency project; The Commission may grant a partial waiver from these By Laws for alteration of a wetland resource area in situations where there are no feasible alternatives that provide fewer impacts to the resource area values. The applicant is responsible for conducting an alternatives analysis to show that there are no feasible alternatives. The Commission may, after considering the alternatives analysis, allow the alteration or temporary surface disturbance of up to a cumulative total no greater than 5,000 square feet of wetland resource area.~~
- ~~c. The work is performed only for the time and place certified by the Commission for the limited purposes necessary to abate the emergency; and Presumption of Significance: Where a proposed~~

activity involves the removing, filling, dredging, or altering of a Buffer Zone, the Commission shall presume that protection of the Buffer Zone as a resource area as identified in this Bylaw is significant to the interests specified Section 18.04.010 of this bylaw. This presumption may be overcome upon a showing of clear and convincing evidence demonstrating that the Buffer Zone does not play a role in the protection of said interests. In the event that the Commission determines that the presumption has been overcome, it shall make a written determination of its findings. (STM May 2009)

- d. Within twenty-one (21) days of commencement of an emergency project, the Commission may require the filing of an application for permit.

Upon failure to meet these conditions, the Commission may, after notice and a public hearing, revoke or modify an emergency project approval and order restoration and mitigation measures.

(5) Additional Waiver Standards Notwithstanding Section 18.04.030, stormwater management systems designed, constructed, installed, operated, maintained, and/or improved in accordance with the *Stormwater Management Policy (1996)* or 310 CMR 10.05(6)(k) through (q) do not by themselves constitute Resource Areas or Buffer Zone under this Bylaw, provided that:

- a. The system was designed, constructed, installed, and/or improved on or after November 18, 1996; and Roadways The Commission may grant a waiver from these regulations for the construction and maintenance of a new roadway or driveway of minimum legal and practical width consistent with the Planning Board dimensional requirements to provide a single means of access from an existing public or private way to an upland area of the same owner, where no such means of access would otherwise be available or would have been available across other land formerly held in common ownership with such upland area. The applicant is still bound by the maximum alteration limit of 5,000 square feet as described in section 18.04.40 (4) b) above. Replication of altered wetland resource areas shall be required by the Commission to minimize adverse impacts and to protect the interests defined in the Bylaw.
- b. If the system was constructed in a Resource Area or Buffer Zone, the system was designed, constructed, and installed in accordance with all applicable provisions of the Bylaw.

Prohibited Wetland Alterations Wetland alterations intended to make lands buildable, as by fulfilling septic system setback requirements, flood elevation requirements, or other minimum construction setback requirements, or to achieve minimum lot area requirements, are prohibited. Wetland alterations required to access upland parcels will not be allowed if that landowner, or a preceding owner, landlocked the parcel by selling upland access. The Commission may require the filing of a request for a waiver of certain Planning Board requirements in order to minimize wetland impacts.

Wildlife Habitat Evaluation Where alterations exceed the maximum allowable thresholds described in the State Regulations 310 CMR 10.00 for bank, land under a water body, bordering land subject to flooding or riverfront area, or where the alteration of a habitat of rare species is involved, or where vernal pool or vernal pool habitat would be altered, a wildlife habitat evaluation shall be performed in accordance with 310 CMR 10.60. The Commission may also require a wildlife habitat evaluation to be conducted when the applicant proposes alterations to any wetland resource area that the Commission determines to be of exceptional value to the wildlife habitat interests of the Bylaw.

Upland Habitat Upland habitat shall, to the fullest extent possible, not be used to locate wetland replication areas. (STM May 2009)

If this citation is applicable to a proposed project, the applicant has the burden of proving that a subject stormwater management system meets the requirements outlined in Section 18.04.040(5) of this Bylaw.

18.04.045-18.04.050: Performance Standards -Buffer Zone Limitations

- (1) The following limitations apply to the Buffer Zone identified in this Bylaw:

- a. ~~25Foot No Disturb Zone: Except as~~ Unless otherwise provided under the Bylaw herein, no alteration of Buffer Zone is permitted within 25-feet of the delineated edge of ~~the above-mentioned wetland resource areas~~ Resource Areas that are incorporated into the definition of Buffer Zone. Prohibited activities include, but are not limited to, grading, landscaping, vegetation clearing, cutting, filling excavating, road construction, and driveway construction. This standard has been adopted because the alteration of land immediately adjacent to a wetland is likely to result in the alteration of the wetland itself. Alterations typically result from extension of lawns, depositing/dumping of yard waste, over grading, siltation, deposition of construction debris, unregulated filling, and clearing of vegetation, all of which is prohibited.
- b. ~~No Disturb Zone Demarcation: To maintain the perpetual integrity of the No Disturb Zone and to ensure that there will be no encroachments into this Zone by the applicant or future owners of the subject property, the Commission may require the No Disturb Zone to be marked on the ground, at the applicant's expense, with permanent markers. These markers shall be made of weather resistant material (i.e. granite, or concrete), and the Commission shall determine their number, size and location. The Commission may require one or more of these markers to bear, on their upland side, writing (i.e. permanent plaque or engraving) that shall read "No Disturbance beyond This Point by Order of the Tewksbury Conservation Commission." (STM May 2009)~~ No Build Zone: Unless otherwise provided under the Bylaw herein, no Structures are allowed to be built within 50-feet of the delineated edge of Resource Areas that are incorporated into the definition of Buffer Zone, with the following exceptions:
- i. The cumulative area of Structures encroaching or within the No Build Zone of a lot is allowed to be no more than 10% of the total area representative of the No Build Zone within the lot where encroachment is proposed.
 - ii. Where the cumulative encroachment of Structures within a lot's No Build Zone is greater than 10% of the total area representative of the No Build Zone within the lot where encroachment is proposed, the Commission may approve of said encroachment provided that:
 1. Buffer Zone within the lot is enhanced and/or restored at a minimum ratio in square feet of 1:1 and a maximum ratio in square feet of 2:1 of Buffer Zone enhancement/restoration to areas encroaching into the lot's No Build Zone which exceeds the 10% threshold outlined in Section 18.04.050(b)(ii).
 2. For projects approved by the Commission under Section 18.04.050(b)(ii)(1), the Commission shall require that these areas of enhancement/restoration shall remain unaltered in perpetuity. Said requirement can be incorporated into a permit issued by the Commission and/or included as an ongoing condition upon issuance of a Certificate of Compliance.

~~18.04.050 Applications for permit and requests for determination.~~

~~A person shall file with the Commission a written application form provided by the Commission requesting to perform activities regulated by the bylaw affecting local resource areas. The application shall include, in addition to the information and plans as are deemed necessary by the Commission to describe proposed activities and their effects on the local resource areas. No activities shall commence without receiving and complying with a permit issued pursuant to this bylaw.~~

~~The Commission in its discretion may accept as the application for permit under this bylaw the Notice of Intent and plans filed under the Wetlands Protection Act.~~

Any person desiring to know whether or not a proposed activity or certain property is subject to this bylaw may request in writing a determination from the Commission. Such a "Request for Determination" shall contain information and plans specified in the Commission's regulations.

At the time of an application for permit or "Request for Determination", the applicant or requestor shall pay an application fee and, if necessary, a consultant fee. (Art. 30, § E, ATM 1991, STM May 2009)

18.04.06018.04.080: Notice and hearings. Hearings (The section Notice and Hearings is being moved from between 18.04.050 and 18.04.070 to between 18.04.070 and 18.04.090)

- (1) Any person filing an application for permit or a "Request for Determination" NOI or ANRAD with the ~~Conservation~~ Commission at the same time shall give written notice thereof, by ~~certified mail (return receipt requested) or hand delivery, certificate of mailing, and/or certified mail (return receipt requested),~~ to all abutters at their mailing addresses shown on the most recent applicable tax list of the assessors, including owners of land directly opposite on any public or private street or way, and abutters to the abutters within 100-feet of the property line of the applicant, including any in another municipality or across a body of water; however, if the owner's property line is more than 1500 feet from the applicant's or requestor's property line, he or she is not an abutter radially of the Project Locus. The notice to abutters shall include a copy of the application for permit or "Request for Determination", with plans, or shall state where copies may be examined and obtained by abutters free of charge shall state a brief description of the project or other proposal and the date of any Commission hearing or meeting date if known. The Town shall not be responsible for providing free copies. A copy of the notice mailed or delivered and a list of all abutters and abutters to abutters as described above and their respective addresses, certified by the board of assessors from the most recent applicable tax list, shall be filed with the Commission at least one week prior to the public hearing date. (ATM 5-9-12) The notice to abutters also shall include a copy of the application or request, with plans, or shall state where copies may be examined and obtained by abutters. Notice to abutters shall be made at least seven business days prior to the public hearing for the application. An affidavit of the person providing such notice, with a copy of the notice mailed or delivered, shall be filed with the Commission verifying that all applicable abutters were appropriately notified in accordance with the Bylaw. Said affidavit, in addition to copies of mailing receipts from abutter notifications obtained by the person filing the application, shall be provided to the Commission before the public hearing for the application.
- (2) The Commission shall conduct a public hearing on any NOI or ANRAD application ~~for permit or "Request for Determination~~ with written notice given at the expense of the applicant, at least five business days prior to the hearing, in a newspaper of general circulation in the municipality. ~~The applicant or requestor shall give, at his or her expense, written notice of the public hearing in a newspaper of general circulation in the Town. This written notice must be published at least five (5) business days prior to the public hearing~~ The Commission shall commence the public hearing within 21 days from receipt of a completed NOI or ANRAD application unless an extension is authorized in writing by the applicant and the public hearing shall be advertised in accordance with M.G.L. c. 39, § 23B. The Commission shall have authority to continue the hearing to a specific date announced at the hearing, for reasons stated at the hearing, which may include the need for additional information from the applicant or others as deemed necessary by the Commission in its discretion, based on comments and recommendations of the boards and officials listed in Section 18.04.100.
- (3) ~~"Request for Determination" of applicability filings submitted to the Conservation Commission exclusively for the purpose of septic system repair, shall be specifically exempted from the requirements of a public hearing including advertising and notification requirements. Within 21 days after the date of receipt of the Request for a Determination of Applicability, the Commission shall issue a Determination of Applicability (DOA). Notice of the time and place of the public meeting at which the Determination will be made shall be given by the Commission at the expense of the person making the request not less than five business days prior to such meeting, by publication in a newspaper of general circulation in the~~

city or town in which the land is located, and by mailing a notice to the person making the request, the owner, the board of health, and the planning board of said city or town. Notice shall also be given in accordance with the open meeting law, M.G.L. c. 39, § 23B. The DOA shall be signed by a majority of the Commission.

- (4) ~~The Commission shall commence the public hearing within twenty-one (21) days from receipt of a completed application for permit or "Request for Determination". The Commission may continue the hearing if the applicant or requestor authorizes an extension in writing. (ATM 5-9-12) in its discretion may combine its public meeting and/or public hearing under the Bylaw or Tewksbury Wetland Protection Regulations (TWPR) with the public meeting and/or public hearing conducted under the Act and 310 CMR 10.00.~~

~~However, the Commission in its discretion may reject the applicant's or requestor's continuance request and proceed with the hearing. The Commission shall issue its permit or determination in writing within twenty one (21) days of the close of the public hearing unless a time extension is authorized in writing by the applicant or requestor.~~

~~The Commission in its discretion may combine its hearing under this bylaw with the hearing conducted under the Wetlands Protection Act.~~

~~The Commission shall have the authority to continue the hearing to a date announced at the hearing, for reasons stated at the hearing, which may include receipt of additional information offered by the applicant, requestor or others, information and plans required of the applicant or requestor deemed necessary by the Commission in its discretion, or the comments and recommendations of the boards listed in Section 18.04.080. However, if the applicant or requestor objects to a continuance, the hearing shall be closed and the commission shall take action on such evidence as is then available.~~

~~Public Utilities (Roadways). Permit applications for constructing or maintaining public utilities in existing town roadways shall provide written notification to all abutters on both sides of the roadway for the extent of the Town road right of way that is located within the 100 foot buffer zone.~~

~~Public Utilities (Easements). Permit applications for constructing or maintaining public utilities located within property easements shall provide written notification to property owners of the easement and all abutters within 100 feet in all directions of the easement right of way for the extent of the easement that is located within the 100 foot buffer zone. "Request for Determinations" shall require written notification to property owners of the easement in which they intend to work. (Art. 13, STM 12-8-97; Art. 9, ATM 1996; Art. 30 § F, ATM 1991, STM May 2009, ATM 5-9-12)~~

18.04.060: Waiver

- (1) The Commission may waive specifically identified and requested procedures, design specifications, performance standards, or other requirements set forth in this Bylaw or its regulations, provided that:
 - a. The Commission finds in writing that there are no reasonable conditions or alternatives that would allow the proposed activity to proceed in compliance with said regulations;
 - b. That avoidance, minimization, and mitigation have been employed to the maximum extent feasible; and
 - c. That the waiver is necessary to accommodate an overriding public interest, or to avoid a decision that so restricts the use of the property as to constitute an unconstitutional taking without compensation.
- (2) The Commission may waive the dimensional requirements of the No Disturb Zone and the No Build Zone where the Commission specifically finds, after the applicant has presented sufficient proof, that literal enforcement of the provision would involve demonstrated substantial hardship to an applicant, the applicant

has demonstrated that no practicable alternative exists to comply with the No Disturb Zone and No Build Zone setbacks, and that desirable relief may be granted without substantial detriment to the public good and without nullifying or substantially derogating from the intent or purpose of the Bylaw. The applicant has the burden of proof regarding whether their proposed project satisfies the requirements of this waiver.

18.04.070: Time of receipt, Applications and Fees

The date of receipt of an application for permit or “Request for Determination” will be considered to be the date of the first regularly scheduled meeting of the Commission following submission of the completed filing at the Commission’s office. (Art. 30 § G, ATM 1991, STM May 2009)

- (1) Any person desiring to know whether a proposed activity or specific area is subject to this Bylaw, or whether a proposed activity will alter Resource Areas (regardless of whether the activity is proposed in a Resource Area or Buffer Zone), may in writing submit a Request for Determination of Applicability (RDA).
- (2) Unless otherwise stated herein, activities within Resource Areas or Buffer Zone that will alter or affect Resource Areas shall require a Notice of Intent (NOI) application to be submitted to the Commission.
- (3) An Abbreviated Notice of Resource Area Delineation (ANRAD) application may be filed, in writing, to the Commission to confirm the boundaries of Resource Areas within a particular location of interest.
- (4) The Commission in an appropriate case may accept as the application and plans under this Bylaw any corresponding application and plans filed under the Act and 310 CMR 10.00 but the Commission is not obliged to do so.
- (5) RDA, NOI, and ANRAD applications shall include such information and plans as are deemed necessary by the Commission to describe or confirm the location of nearby Resource Areas, the proposed activities and their effects on jurisdictional areas protected by the Bylaw, in addition to information necessary to demonstrate full compliance with the Bylaw and regulations promulgated thereunder.
- (6) At the time of an application, the applicant shall pay a filing fee specified in the regulations of the Commission. The fees are in addition to that required by the Act and 310 CMR 10.00. Pursuant to M.G.L. Ch. 44 §53G and regulations promulgated by the Commission, the Commission may impose reasonable fees upon applicants for the purpose of securing outside consultants including engineers, wetlands scientists, wildlife biologists, or other experts in order to aid in the review of proposed projects. Such funds shall be deposited with the town treasurer, who shall create an account specifically for this purpose. Additional consultant fees may be requested where the requisite review is more expensive than originally calculated or where new information requires additional consultant services.

Only costs relating to consultant work done in connection with a project for which a consultant fee has been collected shall be paid from this account, and expenditures may be made at the sole discretion of the Commission. Any consultant hired under this provision shall be selected by, and report exclusively to, the Commission and the Commission’s Agent. The Commission shall provide applicants with written notice of the selection of a consultant, identifying the consultant, the amount of the fee to be charged to the applicant, and a request for payment of that fee. Notice shall be deemed to have been given on the date it is mailed or delivered. The applicant may withdraw the application or request within five (5) business days of the date notice is given without incurring any costs or expenses.

The entire fee must be received before the initiation of consulting services. Failure by the applicant to pay the requested consultant fee within ten (10) business days of the request for payment shall be cause for the Commission to declare the application administratively incomplete and deny the permit without

prejudice, except in the case of an appeal. The Commission shall inform the applicant and Department of Environmental Protection (DEP) of such a decision in writing.

The applicant may appeal the selection of an outside consultant to the selectboard, who may disqualify the consultant only on the grounds that the consultant has a conflict of interest or is not properly qualified. The minimum qualifications shall consist of either an educational degree or three or more years of practice in the field at issue, or a related field. The applicant shall make such an appeal in writing, and must be received within ten (10) business days of the date that request for consultant fees was made by the Commission. Such appeal shall extend the applicable time limits for action upon the application.

(Note: this space is reserved for the 18.04.080, which is the former 18.04.060)

18.04.080 18.04.100 **Coordination with other boards. Other Boards** (Note: The section Coordination with Other Boards is being moved from between 18.04.070 and 18.04.090 to between 18.04.090 and 18.04.110)

Any person filing an application for permit or a "Request for Determination" with the Commission shall provide copies thereof at the same time, by certified mail (return receipt, requested) or hand delivery, to the Select Board, Planning Board, the Board of Appeals, the Board of Health and the Building Inspector. The person providing such copies shall file an affidavit with the Commission stating that he or she has mailed or delivered the application for permit or "Request for Determination" to the above named boards. The Commission shall not take final action until such boards have had fourteen (14) days from receipt of the application for permit or "Request for Determination" to file written comments and recommendations with the Commission, which the Commission shall take into account but which shall not be binding on the Commission. The applicant or requestor shall have the right to receive any such comments and recommendations and to respond to them at a hearing of the Commission, prior to final action. (Art. 30 § H, ATM 1991, STM May 2009)

- (1) The Commission may solicit the advice and opinions of appropriate boards, departments, and Town officials. Each shall be entitled to file written comments and recommendations with the Commission at least three days before the hearing. The Commission shall take these comments and recommendations into account but may not be bound by them. The applicant shall have the right to receive any such comments and recommendations and respond to them at the hearing.

18.04.090: **Permits, determinations and Conditions.**

- (1) If the Commission after a public hearing determines that the activities which are the subject of the application for permit are likely to have a significant or cumulative effect upon the wetland values protected by this By law, the Commission, within twenty one (21) days of the close of the hearing, shall issue or deny a permit for the activities requested. If the applicant gives a written authorization for an extension, the Commission may issue its permit or denial on the date specified in the authorization. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable in order to protect the wetlands values, and all activities shall be done in accordance with those conditions. The following permits are issued by the Conservation Commission: an Order of Conditions (OOC) is issued for a corresponding NOI application, a DOA is issued for a corresponding RDA application, and an Order of Resource Area Delineation (ORAD) is issued for a corresponding ANRAD application.
- (2) The Commission is empowered to deny an application for permit for failure to meet the requirements of this Bylaw; for failure to submit the necessary information and plans requested by the Commission; for failure to meet the design specifications, performance standards and other requirements in the Commission's regulations; for failure to avoid or prevent significant or cumulative effect upon the wetland values protected by this Bylaw; and for failure to pay all required fees. It also shall deny an application for permit where it finds no conditions are adequate to protect the wetland values. The Commission shall duly consider any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing. As per Section 18.04.080(3), within 21 days after the date of receipt of

the Request for a Determination of Applicability, the Commission shall issue a DOA. The DOA shall represent a written determination by the Commission as to whether a proposed activity or specific area is subject to this Bylaw, or whether a proposed activity will alter Resource Areas (regardless of whether the activity is proposed in a Resource Area or Buffer Zone).

- (3) ~~A permit shall expire three (3) years from the date of issuance. Notwithstanding the above, the Commission in its discretion may issue an annual extension not to exceed six (6) years from the original date of issuance; provided, that it receives a written request for a renewal at least thirty (30) days prior to the permit's expiration and provided that all work to that date has been done within the scope of the permit. If the Commission, after a public hearing, determines that the activities which are the subject of a NOI application are likely to have a significant or cumulative effect upon the Resource Area Values protected by this Bylaw, the Commission, within twenty-one (21) days of the close of the hearing, shall issue an OOC that approves or denies the activities requested. The Commission shall take into account the extent to which the applicant has avoided, minimized and mitigated any such effect. The Commission also shall take into account any loss, degradation, isolation, and replacement or replication of such protected resource areas elsewhere in the community and the watershed, resulting from past activities, whether permitted, unpermitted or exempt, and foreseeable future activities. If the Commission issues an OOC approving the proposed activities, the Commission shall impose conditions which the Commission deems necessary or desirable in order to protect the Resource Area Values, and all activities shall be done in accordance with those conditions.~~
- (4) ~~For good cause the Commission may revoke or modify a permit issued under this Bylaw. Before revoking or modifying a permit, the Commission must comply with Section 18.04.060 by giving notice to the permit holder, the public, town boards and the abutters and by holding a public hearing. Notwithstanding anything stated within the Bylaw herein, the Commission is empowered to deny a NOI application for failure to:~~
- a. Meet the requirements of this Bylaw;
 - b. Submit the necessary information and plans requested by the Commission;
 - c. Meet the design specifications, performance standards and other requirements in the Commission's regulations;
 - d. Avoid, minimize, or mitigate unacceptable significant or cumulative effects upon the Resource Area Values protected by this Bylaw;
 - e. Pay all required fees; and/or
 - f. Where the Commission finds no conditions are adequate to protect the Resource Area Values. The Commission shall duly consider any demonstrated hardship on the applicant by reason of denial, as presented at the public hearing.
- (5) ~~The Commission in its discretion may combine the permit or other action issued under the Bylaw with the Order of Conditions issued under the Wetlands Protection Act. Within twenty-one (21) days of the close of the public hearing for an ANRAD application, the Commission shall issue an ORAD that represents the Commission's determination on whether Resource Areas subject to the ANRAD application have been identified and appropriately delineated, or whether modifications are necessary for the submitted delineations.~~
- (6) ~~With respect to a "Request for Determination", the Commission, within twenty one (21) days of the close of the hearing thereon, shall issue its determination in writing stating whether or not the proposed activity or property in question is subject to this Bylaw. If the applicant gives written authorization on or before the date specified in the extension. (Art.30 § I, ATM 1991, STM May 2009) A DOA, OOC, or~~

ORAD issued under the Bylaw shall expire three years from the date of issuance. Upon request, the Commission, in their discretion, may extend the expiration date of said DOA, OOC, or ORAD for one or more periods of up to three years each. The request for an extension shall be made at least 30-days prior to the expiration of the DOA, OOC, or ORAD.

- (7) In reviewing activities within the Buffer Zone, the Commission shall presume the Buffer Zone is important to the protection of other Resource Areas (where Resource Areas have an associated buffer zone) because activities undertaken in close proximity have a high likelihood of adverse impact, either immediately, as a consequence of construction, or over time, as a consequence of daily operation or existence of the activities. These adverse impacts from construction and use can include, without limitation, erosion, siltation, loss of groundwater recharge, poor water quality, and loss of wildlife habitat. This presumption shall apply unless the proponent proves by a preponderance of the credible evidence that either:
- a. The Buffer Zone does not play a role in the protection of any of the wetland values of the Bylaw or;
 - b. The activity shall occur in such a manner that any potential adverse environmental impacts on any of the wetland values are avoided.
- (8) In reviewing activities within the Riverfront Area, the Commission shall presume the Riverfront Area is important to all the Resource Area Values unless demonstrated otherwise, and no permit issued hereunder shall permit any activities unless the applicant, in addition to meeting the otherwise applicable requirements of this Bylaw, has proved by a preponderance of the evidence that:
- a. There is no practicable alternative to the proposed project with less adverse effects; and
 - b. That such activities, including proposed mitigation measures, will have no significant adverse impact on the areas or values protected by this Bylaw. The Commission shall regard as practicable an alternative which is reasonably available and capable of being done after taking into consideration the proposed property use, overall project purpose (e.g., residential, institutional, commercial, or industrial), logistics, existing technology, costs of the alternatives, and overall project costs.
- (9) To prevent Resource Area loss, the Commission shall require applicants to avoid alteration wherever feasible, to minimize alteration, and, where alteration is unavoidable and has been minimized, to provide full mitigation. The Commission may authorize or require replication of wetlands as a form of mitigation, but only with specific plans, professional design, proper safeguards, adequate security, and professional monitoring and reporting to assure success, because of the high likelihood of failure of replication.
- (10) The Commission shall presume that all areas meeting the definition of “Vernal Pools” under this Bylaw, including lands within 200-feet of Vernal Pool boundaries, perform essential habitat functions. This presumption may be overcome only by the presentation of credible evidence which, in the judgment of the Commission, demonstrates that the basin or depression does not provide essential habitat functions. Any formal evaluation should be performed by an individual who at least meets the qualifications under the wildlife habitat section of the Act’s regulations.
- (11) For good cause the Commission may revoke any DOA, OOC, or ORAD, or any other order, determination, or other decision issued under this Bylaw after a notice to the holder has been provided, in addition to satisfying the same notification requirements for the application of the issued permit being revoked, as set forth in Section 18.04.080. The holder of the permit being revoked must be notified at least two (2) weeks prior to the public meeting and/or public hearing.

- (12) The Commission in an appropriate case may combine the decision issued under this Bylaw with the DOA, OOC, ORAD, Certificate of Compliance (COC), or other determinations and decisions issued under the Act or the Act's regulations.
- (13) At the time of a RDA, OOC, or ANRAD application, the applicant or requestor shall pay an application fee in accordance with Section 18.04.070 and, if necessary, a consultant fee (also in accordance with Section 18.04.070)
- (14) Where the Bylaw states that a DOA, OOC, or ORAD be issued by the Commission, the action to issue said DOA, OOC, or ORAD shall be taken by more than half the members present at a meeting of at least a quorum. Where the Bylaw states that a DOA, OOC, or ORAD be signed by a majority of the Commission, that action is to be taken by a majority of the members then in office, who need not convene as a body in order to sign, provided they met pursuant to the open meeting law, M.G.L. c. 39, §§ 23A through 23C, when voting on the matter. Where the Bylaw states that the Commission is to receive a request, application, or notice, the Commission shall mean in this context a member of the Commission or an individual designated by the Commission to receive such request, application, or notice.
- (15) To maintain the perpetual integrity of the protected Resource Areas defined within this Bylaw and their associated Buffer Zones, the Commission may include conditions within a DOA or OOC to install permanent signage along the boundaries of said Resource Areas or within their Buffer Zones (e.g., along the No Disturb Zone or No Build Zone boundary), at the applicant's expense.

(This space is reserved for 18.04.100 which is the former 18.04.080)

18.04.100 18.04.110: Modifications

- (1) If the applicant proposes to make significant changes in the Commission's originally approved plans, the applicant shall submit the amended plans to the Commission. The Commission, in its discretion, if it deems the amendments to the plan significant, may require the filing of a new application for permit or an application to amend an existing permit. ~~This new application will be treated as a new application requiring a noticed hearing, application fee and, if necessary, a consultant fee. (Art. 30 § J, ATM 1991)~~ An application to amend an existing permit follows the same procedures as was necessary for the original permit application.

108.04.110 18.04.120 Registry of deeds. Deeds

- (1) No work proposed in any ~~application~~ NOI or ANRAD shall be undertaken until the ~~permit~~ corresponding OOC or ORAD issued by the Commission with respect to such work has been recorded in the registry of deeds or, if the land affected is registered land, in the registry section of the land court section of the registry for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission that the ~~permit document~~ has been so recorded and furnishes the recording data pertaining thereto. (Art. 30 § K, ATM 1991) If the applicant fails to perform such recording, the Commission may record the documents itself and require the Applicant to furnish the recording fee therefore, either at the time of recording or as a condition precedent to the issuance of a COC.
- (2) COCs issued by the Commission must be recorded at the Registry of Deeds or Land Court, whichever is appropriate, by the applicant. Upon failure of the applicant to record the COC, the issuing authority may do so.

18.04.120 18.04.130: Certificate of ~~compliance~~. Compliance

- (1) Upon completion of a ~~project~~ Project managed under a OOC issued by the Commission, the applicant shall immediately request in writing a ~~Certificate of Compliance~~ COC from the Commission. If the activities were completed in accordance with plans stamped by a registered professional architect,

landscape architect, civil engineer, or land surveyor, a written notice by said professional certifying substantial completion with the plan and setting forth what deviations, if any, exist from the plan shall accompany the request for a COC.

- (2) The Commission, any of its members, or its agent may conduct an inspection to validate the completion of the Project and to determine if the Project substantially complied with the conditions of the OOC. The Commission shall take action on the respect within thirty (30) days of its submission at the Commission's office, in its discretion, may impose conditions on the COC to assure continued operation and maintenance of permanent measures to prevent or control significant or cumulative effect upon the wetland values protected by this Bylaw.
- (3) The Commission in its discretion may impose conditions on the Certificate of Compliance to assure continued operation and maintenance of permanent measures to prevent or control significant or cumulative effect upon the wetland values protected by this Bylaw. (Art. 30 § L, ATM 1991) Within twenty-one (21) days of the receipt of a request for a COC to the Commission, the Commission shall either:
 - a. Issue a COC for the entire project managed under the OOC;
 - b. Issue a COC for portions of the project managed under the OOC; or
 - c. If the Commission determines that, after review and inspection, that the proposed work has not been done in compliance with the corresponding OOC, the Commission may refuse to issue a COC. Said refusal shall be in writing and shall specify the reasons for denial.
- (4) The Commission in an appropriate case may combine the issuance of a COC under the Bylaw with the COC issued under the Act or the Act's regulations.

18.04.13018.04.140 Regulations:

After public notice and hearing(s), the Commission shall promulgate regulations to effectuate the purposes of this Bylaw. Failure by the Commission to promulgate such regulations or a legal declaration of their invalidity by a court of law shall not act to suspend or invalidate this Bylaw. ~~(Art. 30 § M, ATM 1991)~~At a minimum these regulations shall reiterate the terms defined in this Bylaw, define additional terms not inconsistent with the Bylaw, impose filing and consultant fees, and establish performance standards for work within Buffer Zone and Resource Areas.

18.04.14018.04.150: Enforcement

- (1) The Commission and its agents, only after showing proper identification, shall have the authority to enter upon privately owned land for the purpose of inspecting and monitoring property subject to a "Request for Determination". No person shall remove, fill, dredge, build upon, degrade, or otherwise alter Resource Areas protected by this Bylaw, or cause, suffer, or allow such activity, or leave in place unauthorized fill, or otherwise fail to restore illegally altered land to its original condition, or fail to comply with a permit or an enforcement order issued pursuant to this Bylaw.
- (2) The Commission shall have the authority to enforce this Bylaw, the regulations promulgated hereunder, and the permits issued hereunder by issuing violation notices or administrative orders, and by bringing civil and criminal court actions, including those seeking the imposition of municipal liens, its agents, officers, and employees shall have authority to enter upon privately owned land for the purpose of performing their duties under this Bylaw and may make or cause to be made such examinations, surveys, or sampling as the Commission deems necessary, subject to the constitutions and laws of the United States and the Commonwealth.
- (3) Upon written request of the Commission, the Select Board, Town Manager and Town Counsel, may take legal action for enforcement under civil law. The Commission shall have authority to enforce this Bylaw, its regulations, and permits issued thereunder by letters, phone calls, electronic communication and other

informal methods, violation notices, non-criminal citations under M.G.L. Ch. 40 §21D, and civil and criminal court actions, including those seeking the imposition of municipal liens. Any person who violates provisions of this Bylaw may be ordered to restore the property to its original condition and take other action deemed necessary to remedy such violations, or may be fined, or both.

- (4) The Board and Officials of the Town shall have authority to assist the Commission in enforcement. Upon written request, the Police Chief or his designee may provide assistance to the Conservation Commission as it relates to court procedure. Upon written request of the Commission, the Board of Selectmen, Town Manager and Town Counsel, may take legal action for enforcement under civil law.
- (5) Upon request of the Commission, the chief of police shall take legal action for enforcement under criminal law.
- (6) Municipal boards and officers, including any police officer or other officer having police powers, shall have authority to assist the Commission in enforcement.
- (7) For good cause, the Commission may issue a cease-and-desist order, violation notice, or an enforcement order with or without prior notification to the property owner or applicant. The Conservation Administrator, upon informing the Commission Chair, may generate either or both of these actions which shall remain in effect until the next regularly scheduled meeting of the Commission. The Commission shall give the property owner or applicant notice of the meeting at least forty eight (48) hours before convening it. At the meeting, the Commission shall vote whether to continue the action.
- (8) The Commission may mandate the installation of temporary control measures if there is any danger of adversely affecting local ~~resource areas~~ Resource Areas. These measures are to remain in effect and be maintained in place until the Commission allows their removal.
- (9) Under conditions of a cease and desist order, violation notice, or an enforcement order, another party may be retained by the Commission to complete the temporary control measures if the property owner or applicant is unable or unwilling to do the work within a reasonable time as stated in the Commission's order, and if there is an immediate hazard to the local ~~resource areas~~ Resource Areas, wetland values protected by this Bylaw, or public safety. The costs associated with this work shall be borne by the property owner or applicant. (Art. 30 § N, ATM 1991, STM May 2009)
- (10) Any person who purchases, inherits or otherwise acquires land upon which work has been done in violation of the provisions of this Bylaw or in violation of any permit issued pursuant to this Bylaw shall forthwith comply with any order of the Commission and restore such land to its condition prior to any violation; provided, however, that no action, civil or criminal, shall be brought against such person if corrective action commences within six (6) months following the date of acquisition of the land by such person or within the time specified in the Commission's order.

18.04.150 Inspection. (Note 18.04.150 Inspection is now located in 18.04.150 (2))

~~The Commission, its agents and officers shall have the authority to enter privately owned land for the purpose of performing its duties under this Bylaw, and may make or cause to be made such examinations, surveys or samplings as the Commission deems necessary. (Art. 30 § O, ATM 1991)~~

18.04.160: Burden of Proof

- (1) The applicant shall have the burden of proving by a preponderance of the credible evidence that the work proposed in the application for permit will not have unacceptable, significant, or cumulative effect upon the local ~~resource areas~~ Resource Areas and ~~wetland values~~ Resource Area Values protected by this Bylaw. Failure to provide sufficient evidence to the ~~commission~~ Commission supporting this burden shall be good cause for the Commission to deny a permit, or grant a permit with conditions, or to continue the hearing to another date to enable the applicant or others to present additional evidence. However, if

the applicant objects to a continuance, the hearing shall be closed and the Commission shall take action on such evidence as is then available. (Art. 30 § R, ATM 1991)

18.04.170: Relation to the Wetlands Protection Act

- (1) This Bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes, independent of the Wetlands Protection Act and promulgated hereunder. (Art. 30 § S, ATM 1991, STM May 2009) Act and 310 CMR 10.00 thereunder.

18.04.180: Performance Guarantee

- (1) Bonds or Surety. The Commission may require the applicant to file a surety company performance bond or a deposit of money in an amount determined by the Commission to be sufficient to cover the cost of all or any part of the site alterations specified in the permit and/or shown on the plans approved by the Commission. Such bond or surety, if required to be filed or deposited, shall be approved, as to form and manner of execution by the Town Counsel, and as to sureties by the Town Treasurer, and shall be contingent upon the completion of such alterations within the time frame of the permit and extension, if granted. Such bond or surety shall remain in effect during an active order of conditions and any extension granted by the Commission. As part of a permit issued under the Bylaw, in addition to any security required by any other municipal or state board, agency, or official, the Commission may require that the performance and observance of the conditions imposed thereunder (including conditions requiring mitigation work) be secured wholly or in part by one or both of the methods described below:
- (a) By a proper bond, deposit of money or negotiable securities under a written third-party escrow arrangement, or other undertaking of financial responsibility sufficient in the opinion of the Commission, to be released in whole or in part upon issuance of a COC for work performed pursuant to the permit.
- (b) By accepting a conservation restriction, easement, or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of this municipality whereby the permit conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed. This method shall be used only with the consent of the applicant.
- (2) Covenant. The Commission may require the applicant to secure the performance and observance of conditions imposed on the project, by a conservation restriction, easement or other covenant enforceable in a court of law, executed and duly recorded by the owner of record, running with the land to the benefit of the Town and members of the public, whereby the permit conditions shall be performed and observed before any lot may be conveyed other than by mortgage deed. Upon completion of work required in the permit, security for the performance of which was given by bond, deposit or covenant, or upon the complete performance of the covenants with respect to the site, the applicant may request and agree on terms of release with the Commission.
- (3) Reduction of Bond or Surety. The penal sum of any required bond, or the amount of any deposit held hereunder may, from time to time, be reduced by the Commission and the obligations of the parties thereto released by the Commission in whole or in part. Upon the Commission's receipt of request to release a bond, deposit of money, or other negotiable security for the Project, if the Commission determines that Project alterations have not been completed in compliance with the permit, the Commission shall, within forty-five (45) days, specify to the applicant in writing the details wherein said alterations fail to comply with the permit. If the Commission determines that said alterations have been completed in compliance with the conditions of the permit, it shall release the interest of the Town in such bond and return the bond or the deposit to the person who furnished same or release the covenant, if appropriate.

- (4) ~~Release of Performance Guarantee. Upon completion of site alterations required in the permit, security for the performance of which was given by bond, deposit or covenant, or upon the complete performance of the covenants with respect to the site, the applicant may request and agree on terms of release with the Commission.~~

~~If the Commission determines that said alterations have been completed in compliance with the conditions of the permit, it shall release the interest of the Town in such bond and return the bond or the deposit to the person who furnished same, or release the covenant, if appropriate.~~

~~If the Commission determines that said alterations have not been completed in compliance with the permit, it shall, within forty five (45) days, specify to the applicant, in writing, the details wherein said alterations fail to comply with the permit. (Art. 30 § U, ATM 1991, STM May 2009)~~

18.04.190: Appeal

- (1) ~~Any person aggrieved by the permit or decision of the Commission, whether or not previously a party to the proceeding, may appeal according to the Massachusetts General Laws. (Art. 30 § V, ATM 1991)~~

18.04.200: Amendments

- (1) ~~The rules and regulations of the Conservation Commission (as described in Section 18.04.13018.04.140 of this chapter) may be amended from time to time by a majority vote of the Commission. Prior to taking a vote on an amendment, the Commission shall have held a public hearing on the proposed change(s). (Art. 30 § X, ATM 1991, STM May 2009)~~

18.04.210: Penalties

- (1) ~~Any person who violates any provision of this Bylaw, the regulations promulgated hereunder, or the permits issued hereunder, shall be punished by a fine as specified in the Commission's regulations which shall not exceed \$300 for each offense. Each day the violation continues shall constitute a separate offense, and each provision of the Bylaw, regulations or permit violated shall constitute a separate offense. Each day the violation alters a local resource area shall constitute a separate offense. (Art. 30 § P, ATM 1991, STM May 2009)~~The Commission, in their discretion, may consider the following as separate offenses:

- (a) Each day the violation continues;
- (b) Each provision of the Bylaw, regulations, or permit violated; and/or
- (c) Each day the violation alters a local Resource Area.

18.04.220 Preacquisition violation- Severability (Note: the original "18.04.220 Preacquisition violation." is now located in 18.04.150 Enforcement (10))

- (1) ~~Any person who purchases, inherits or otherwise acquires land upon which work has been done in violation of the provisions of this Bylaw or in violation of any permit issued pursuant to this Bylaw, and such violation notice is recorded at the registry of deeds or land court, shall forthwith comply with any order of the Commission and restore such land to its condition prior to any violation, provided, however that no action, civic or criminal, shall be brought against such person if corrective action commences within six (6) months following the date of the acquisition of the land by such person or within the time specified in the Commission's order (Art. 30 § Q, ATM 1991)~~ The invalidity of any section or provision of this Bylaw shall not invalidate any other section or provision thereof, nor shall it invalidate any permit, approval or determination which previously has been issued.

Conservation Commission

Motion: Conservation Commission Chair, Dan Ronan motioned to Withdraw

Vote: Article 20 was Withdrawn Unanimously

9:03 PM

10/3/23

Executive Summary: The proposed changes remove internal inconsistencies as well as inconsistencies with the Wetland Protection Act. The proposed changes also defer some exempt activities to the Commission's regulations. The result should be a more streamlined process for residents.

ARTICLE 21

To see if the Town will vote pursuant to Massachusetts General Laws Chapter 82, Sections 21-24, as amended, and any other applicable statutes, to accept the laying out as a town way by order of the Select Board: A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Frasier Lane on a plan entitled, "Street Acceptance Plan – Frasier Lane – Project: Robertson Estates – Tewksbury, MA, Owner/Applicant: Frasier Lane, LLC Dated August 15, 2023, Drawing # SA-1, SA-2 and SA 3, prepared by Civil Design Consultants, Inc.", 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 referred to for more particular description and to authorize the Select Board to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Arnold Martel

Motion: Richard Cuoco motioned to Adopt

Vote: Article 21 was Adopted

9:04 PM

10/3/23

Executive Summary: The purpose of this article is to accept Frasier Lane as a public way (Town Street)

ARTICLE 22

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Sections 21-24, as amended, and any other applicable statutes, to accept the laying out as a town way by order of the Select Board: A certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Terramor Drive on a plan entitled, "Street Acceptance Plan – Terramor Drive – Project: Terramor Drive- Tewksbury, MA, Owner/Applicant: AMG Development, LLC Dated July 20, 2023, Drawing # SA-1, SA-2 and SA 3, prepared by Civil Design Consultants, Inc.", 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 referred to for more particular description and to authorize the Select Board to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Matthew Ginsburg

Motion: Richard Cuoco motioned to Adopt

Vote: Article 22 was Adopted Unanimously

9:05 PM

10/3/23

Executive Summary: The purpose of this article is to accept Terramor Drive a public way (Town Street)

ARTICLE 23

To see if the Town will vote to amend Tewksbury Zoning Bylaw with the insertion underlined below:

5.7.2. Scope of Authority

A. The Interstate Overlay District is an overlay district that may be superimposed on the Industrial, Westside Business, Office Research and General Business Districts. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the Interstate Overlay District.

Town Manager

Motion: Assistant Town Manager, Steve Sadwick offered an Amendment to Article 23
The Finance Committee deferred to the Planning Board
Planning Board Chair, Stephen Johnson motioned to Adopt as Amended

Vote:	The Amendment was Adopted by a voice vote	9:17 PM	10/3/23
	At least seven voters stood in question of the voice vote	9:17 PM	10/3/23
	Moderator Weir verified the vote by standing count 74 Yes/35 No	9:20 PM	10/3/23
	Article 23 was Adopted as Amended 78 Yes/38 No (2/3 Required=78)	9:30 PM	10/3/23

Executive Summary: To allow for the Interstate Overlay District to be superimposed over the Westside Business District as it is currently depicted on the Tewksbury Zoning Map and add to the district the area around the I-495 and Route 133 interchange.

AMENDMENT: Add Mixed Use after Office Research in bold below: To see if the Town will vote to amend Tewksbury Zoning Bylaw with the insertion underlined below:

5.7.2. Scope of Authority

A. The Interstate Overlay District is an overlay district that may be superimposed on the Industrial, Westside Business, Office Research, **Mixed Use** and General Business Districts. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the Interstate Overlay District.

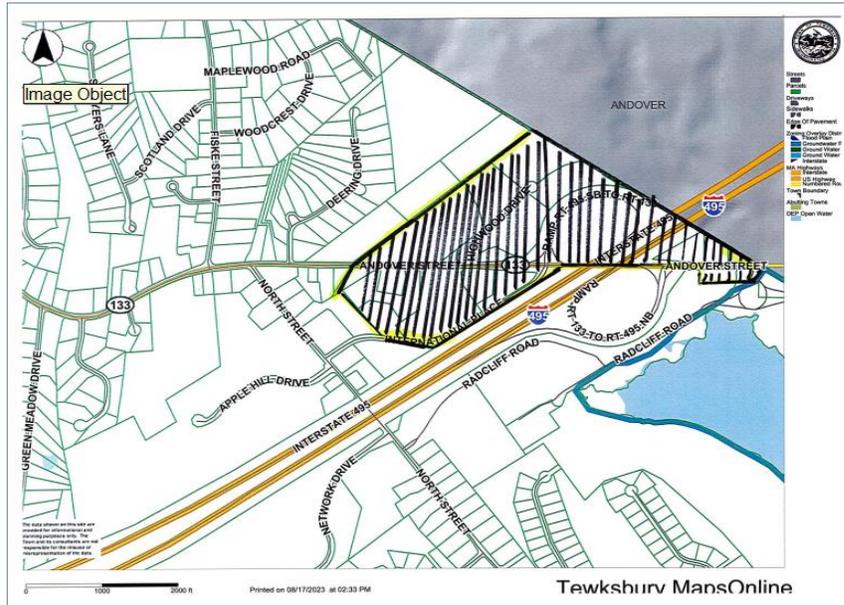
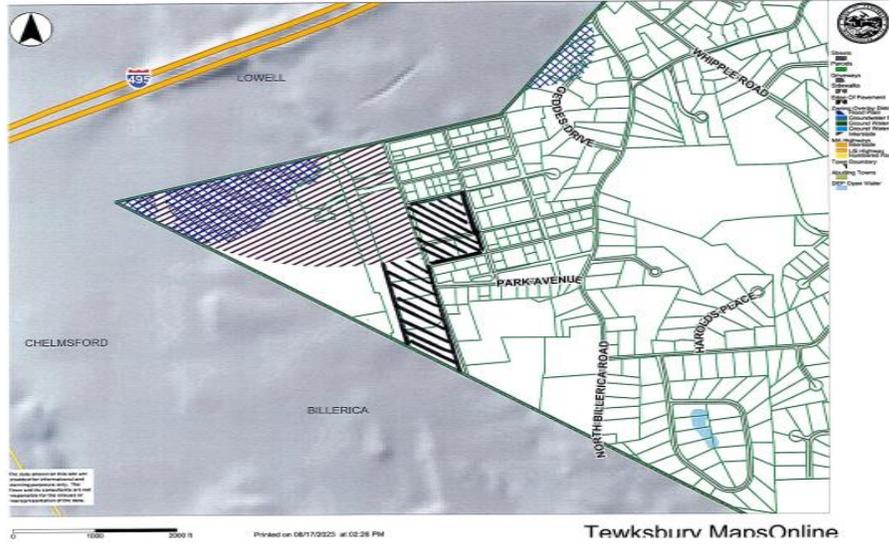
ARTICLE 23 AS AMENDED: To see if the Town will vote to amend Tewksbury Zoning Bylaw with the insertion underlined below:

5.7.2. Scope of Authority

A. The Interstate Overlay District is an overlay district that may be superimposed on the Industrial, Westside Business, Office Research, **Mixed Use** and General Business Districts. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the Interstate Overlay District.

ARTICLE 24

To see if the Town will vote to amend the Tewksbury Zoning Map July 2022 currently on file in the Town Clerk's Office by adding the following crosshatched areas to the Interstate Overlay District:



Town Manager

Motion: The Finance Committee deferred to the Planning Board
 Planning Board Chair, Stephen Johnson motioned to Adopt

Vote: Article 24 was Adopted 74 Yes/35 No (2/3 Required=73)

9:37 PM

10/3/23

Executive Summary: The areas included along Woburn Street and Andover Street/ International Place will avail those neighborhoods of the uses allowed in the Interstate Overlay District. All 4 interstate interchanges will be included in the Interstate Overlay District with these changes.

Finance Committee Chairman, Robert Kocsmiersky, motioned to Adjourn the October 3, 2023 Special Town Meeting Sine Die, and this motion was Adopted.

9:37 PM

10/3/23

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

ADMINISTRATION

Select Board

Town Manager

Human Resources

Board of Registrars

Housing Authority

Parking Clerk

Town Clerk

Veteran's Services

Department of Public Works

SELECT BOARD

During 2023, the Select Board held regular meetings every three weeks for much of the year, and additional meetings when necessary. In 2023, meetings were primarily held in person, but on occasion, members participated virtually.

In accordance with the town charter and by-laws, the Board addressed issues in many areas. Some key activities were:

- Review of town finance and budget matters, including a number of enterprise funds and a capital improvement plan
- Held tax classification hearings
- Accepted a report on the annual independent audit
- Approved warrant postings for Annual Town Meeting and Special Town Meetings

As required by terms of the employment contract negotiated by the Select Board with the Town Manager, the Board conducted its annual performance assessment of the Town Manager and adjusted terms and compensation.

The board also continued to focus on its established priorities of:

- Developing more affordable housing within the community
- Continued water infrastructure improvements
- Continued collaboration with the State on Route 38 improvements
- Increase efforts to collaborate with Tewksbury State Hospital on impact mitigation to the town

Additional areas of focus in 2023 included development of an approval and regulatory structure around retail marijuana licensing, public hearings on retail marijuana license applications, analysis of need and support for a renovated joint public works and school maintenance facility at 999 Whipple Road, and extensive discussion and review of options pertaining to the so-called MBTA Communities housing law and its implications for Tewksbury. The Select Board also formally approved recognizing Tewksbury as a Tree City.

In other matters, the Select Board,

- Reorganized – Chair, Vice Chair, Clerk
- Designated LRTA & NMCOG Representatives
- Collaborated with Town Counsel 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 Election Staff Appointments
- Proposed and approved a tentative Select Board Meeting Dates for 2024
- Approved Use of America Rescue Plan Act of (ARPA) funds for water distribution projects
- Approved Board of Registrars Appointments
- 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
- Conducted Executive sessions as needed to address various collective bargaining and potential litigation concerns
- Reviewed and approved renewal and new licenses, including common victualler, various liquor, entertainment, auto sales, and amusement.

- Reviewed and approved license transfers and change of approved managers
- Reviewed Town Manager Goals and Objectives
- Reviewed Snow Operations Report
- Reviewed DPW Sidewalk Presentation and Water Improvement Update
- Reviewed updates on Water Quality
- Approved Halloween Trick or Treat hours
- Reviewed presentations from various committees relative to their work
- Accepted a number of private generous donations made to the Town
- Approved Constable Appointments

The Select Board members 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.

The Board expresses appreciation to those residents who sought elective office in our Annual Town Election.

The Select Board also extends appreciation to our Town Manager, department managers, administrative staff, and all town employees for their commitment to serve our community and residents throughout 2023.

Respectfully Submitted,

Todd R. Johnson
Chair, Select Board

TOWN MANAGER

During the calendar year 2023 the Town continued to make progress in the programs, projects and initiatives that were provided. Funding was secured to construct a new \$28 million DPW/School Maintenance Facility and G&R Construction was awarded the bid for \$26,297,000 in October and work began in December. Water Distribution, drainage, sidewalk, and roadway projects were undertaken throughout various parts of Town and a new boardwalk was installed at the trail network at Chandler Street Well Field.

There were some new initiatives this past year that were brought forward. Through Home Rule Legislation the Town implemented an increase in the Senior Tax Exemption and Veterans tax exemption. Under the direction of the Assistant Town Manager Steve Sadwick the Town rolled out the new online permitting system for residents/contractors which included on-line applications, on-line payments, paperless department signoffs, communication from staff throughout the process, ability to check 24/7 on status of permit application without calling in to the Departments, a log-in one time for contractors, easy uploading of information to the Town and kiosks set up at Town Hall Lower Level and DPW. The new system has made permitting more user friendly, easier to access information and improved communication.

The Town had economic development success during the year with Tree House Brewery opening and Cambridge Isotopes Laboratory located at 100-200 Ames Pond. Two Retail Marijuana licenses were approved this past year which will provide more revenue to the Town. This past year was the tenth year the Town held its Community Market, and it continued to grow and be more successful than the previous year.

In September, Standard and Poors sent their Bond Rating report and Tewksbury remained at an AA+ Bond Rating which was an indication that Town finances in 2023 continued to be strong allowing Departments to address major priorities. The Town's consistent fiscal approach and financial policies followed over the past 13 years has allowed Town and School Budgets to be funded at the levels necessary to provide a high level of service and the continuation of needed improvements in many areas. As always, addressing issues central to the residents and businesses of the Community will be the top priority as we move into next year.

I would like to thank the Select Board for their continued support and leadership throughout the past year as we made positive strides and improvements. I want to thank the Finance Committee and Town Meeting for the support they have provided in regard to the Town and School Operating and Capital Budgets and their commitment to the financial approach and policies that we have adopted. I would like to extend my appreciation and admiration to all Department Heads and employees of the 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. They met every challenge that we faced, and I am confident that will continue. Even though there is still work to do and many unmet needs to address, the Town accomplished a great deal over the past year.

Respectfully Submitted

Richard A. Montuori
Town Manager

HUMAN RESOURCES

Department Staff: Teresa L. Belanger, Human Resources Director
Christine Connelly, Senior Account Clerk (PT)

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, background 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:**
 - Administers all benefit changes and updates with BCBS (medical/dental/supplemental vision); life insurance (Boston Mutual Basic and Supplemental Life); voluntary products (Aflac and Colonial) for both the Town, School Department and NMRECC.
 - Maintain all retiree pension deductions and notify retirement boards of upcoming changes in deductions for both Middlesex County Retirement System and Massachusetts Teachers Retirement System.
 - 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 spending plans such as Flexible Spending Accounts (FSA), Health Spending Accounts (HSA) and Dependent Care (DCRA).
 - Coordinate Health Fairs.
 - Coordinates all employee injury claims through Worker's Comp/111F carrier.
- **Document Storage:**
 - Maintains all Town and NMRECC employee personnel files, as well as benefit records for School employees, retirees, and surviving spouses.
 - Maintains reports for all Town and NMRECC 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 the Human Resource's page on Town website.
- **Highlights from 2023:**
 - Successfully produced over 950 1095C forms to benefit eligible employees and retirees within the IRS guidelines for the Affordable Care Act.
 - Conducted internal audits of all personnel files including benefits and did a reorganization of file storage.
 - Recruiting efforts continue to pose challenges with smaller than usual applicant pools. Worked alongside department heads to fill the following positions with external candidates:
 - Police Department:
 - 11 Patrolman
 - 3 Reserve Police Officers
 - 1 Traffic Control Guard
 - Fire Department:
 - 6 Firefighters
 - Department of Public Works
 - 1 Chemist
 - 1 Cross Connection Coordinator
 - 2 filter Operators
 - 2 Heavy Motor Equipment Operator
 - 1 Motor Equipment Operator
 - 1 Operations Assistant
 - 1 Project Manager
 - 1 PT Senior Account Clerk
 - 1 Special Heavy Motor Equipment Operator – Tree Surgeon
 - Public Library:
 - 1 Professional Librarian
 - 2 Library Clerical Assistants
 - 2 Library Page (PT)
 - Council on Aging:
 - 1 Van Driver
 - 1 ENHOT Grant Case Worker
 - Parks/Facilities:
 - 1 Park Maintenance Person
 - Assessor:
 - 1 PT Property Reviewer
 - Northern Middlesex Regional Emergency Communication Center (NMRECC)
 - 1 Supervisor (Promotion)
 - 4 Dispatchers

Respectfully,
 Teresa L. Belanger
 Human Resources Director

COMPUTER SERVICES

The mission of the Computer Services Department is to ensure quality, cost-effective, and secure systems are in place to support information technology operations. Establishing new initiatives that utilize emerging technologies facilitates the Town's mission of public service. This is achieved by providing overall centralized information technology administration, strategic technology direction, budgetary guidance, and vendor management.

With our focus on quality customer service, the Computer Services Department handles all aspects of technology, both existing and emerging, for the Town of Tewksbury including:

Networking and Telecommunications: The design and maintenance of all network infrastructure that links the various Town departments and sites together to include the latest in fiber, Ethernet, VOIP, and wireless technologies to support all communications and high-speed access to applications and resources.

Peripherals: The many computers, printers, plotters, scanners, and mobile devices that allow the various departments to serve our citizens daily.

Customer Support: The quality support of the departments via in-person assistance, phone support, remote troubleshooting for all hardware, applications, and access issues.

Security: The confidentiality, integrity, and availability of the Town's systems, applications, and network in an always on, secure system. Planning for disaster recovery, business continuity and data back-up services are critical to our security model.

The Computer Services department will continue to create a secure, scalable, and recoverable environment that balances innovation with reliability to deliver information and services to the Town of Tewksbury employees and community.

Respectfully submitted by:

Jami Bent
Technology Manager

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: <https://www.sec.state.ma.us/ovr/> 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, Wednesday, and Thursday from 7:30 AM to 4:30 PM, Tuesday, 7:30 AM to 6:00 PM & Friday 7:30 AM to 12:30 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.

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, 5 & 5A	Senior Center	175 Chandler St.
Precincts 2 & 6	Recreation Center	286 Livingston St.
Precincts 3 & 7	Town Hall	1009 Main St.
Precincts 4 & 8	Library	300 Chandler St.

Precinct	Democratic	Republican	Libertarian	Unenrolled	All Political Designations	Total
1	574	317	11	1964	28	2894
2	582	300	12	2242	22	3158
3	589	330	13	2232	29	3193
4	589	289	12	1942	22	2854
5	524	281	9	1887	23	2724
5A	102	35	1	325	6	469
6	524	335	10	2086	29	2984
7	588	366	1	2260	29	3244
8	659	301	10	2049	24	3043
Total	4731	2554	79	16987	212	24563

HOUSING AUTHORITY

The Tewksbury Housing Authority participates in the state's centralized waiting list for state aided public housing. We have a total of 14,766 applicants on our family wait list and 5,184 applicants on our elderly/handicapped wait list. The Authority's housing wait list is open for all applicants. Our vacancy turnovers in 2023 for our elderly/disabled housing units totaled 11 and there was one vacancy in our family housing units.

This year's capital improvement projects took place at our Delaney Drive Development which consisted of the completion of roof and gutter replacement on all buildings as well as completing walk in shower replacement in all units. Bids were awarded for fire alarm upgrades and panel replacement at all of our group homes as well as electrical panel replacement and GFCI installation in kitchen and baths in all units at both Saunders Circle and Carnation Drive. This project will be completed in early 2024.

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 assisted in the resale of 1 affordable homeownership unit in Tewksbury and was contacted by one developer to draft the affirmative fair housing marketing plan and conduct the rental housing lottery for a property with affordable units in town. The Tewksbury Housing Authority remains a 40B consultant for the Executive Office of Housing and Livable Communities (EOHLC).

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 2023 Fines collected and deposited with the Town Treasurer – \$5,995.80

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

Sarah McMullen, Assistant Town Clerk, Tracy D'Ampolo, Kerri DeSisto

**The Town Clerk holds office hours Monday, Wednesday & Thursday 7:30 AM to 4:30 PM
Tuesday, 7:30 AM to 6:00 PM & Friday 7:30 AM to 12:30 PM**

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>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020 Federal</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>	<u>2017</u>
Population	30,053	30,730	30,266	31,342	31,044	30,417	30,435	30,010
Dog Licenses	2,596	2,669	2,618	---	2,498	2,626	2,597	2,405

FINANCIAL

	<u>FY 2023</u>	<u>FY 2022</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>2019</u>	<u>2018</u>
Misc. Fees	54,098.60	56,793.65	55,024.60	54,008.15	56,517.90	55,438.16
Dog Fees	49,170.00	48,845.00	48,365.00	45,500.00	46,140.00	49,110.00
Marijuana Fines	0.00	1,000.00	100.00	500.00	600.00	600.00
Records Preservation (Revolving)	16,387.50	17,846.00	16,340.00	17,770.00	17,625.00	16,360.00
Parking	5995.80	7,664.00	8,924.60	14,389.30	14,246.80	15,828.60
TOTAL	\$125,651.90	\$132,148.65	\$128,754.20	\$132,167.45	\$135,129.70	\$137,336.76

VITAL STATISTICS

	<u>2023</u>	<u>2022</u>	<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	261	237	216	243	238	234	228	242	235	240	219	247	237	253
Marriage	119	129	116	97	103	132	137	149	127	124	108	95	96	94
Death	365	391	354	404	376	355	347	332	336	303	328	277	347	269

VETERANS' SERVICE

Department of Veterans' Services

Senior Center
175 Chandler Street



The core mission of the Department of Veterans Services is to honor and serve our nation's Veterans and their families by providing comprehensive support and assistance with accessing benefits from government and local agencies, organizations, and the community. The following list details some of the benefits presently accessible.

➤ **Massachusetts General Law Chapter 115 (MGL c 115 and 108 CMR 5.00)**

Veterans who meet the criteria, along with their dependents, receive essential financial aid for food, shelter, clothing, housing supplies, and medical care. This assistance is determined by a formula that considers the number of dependents and income from all sources. Dependents of deceased veterans who are eligible receive the same benefits as they would if the veteran were alive. The town reimburses 75% of the authorized funds expended, and benefits are disbursed monthly.

Income is less than:

Individual: \$2430.00 a month
Married: \$3287.00 a month

Asset limits:

\$8,400
\$16,600

<https://www.mass.gov/service-details/chapter-115-benefitssafety-net-program>

➤ **Massachusetts Annuity Applications**

The Commonwealth of Massachusetts, through its Department of Veterans' Services, offers a \$2,000 annuity, paid biannually, to 100% service-connected disabled veterans. This annuity is also extended to Gold Star Parents (parents of distinguished veterans) and the unmarried spouses (Gold Star Wives or Husbands) of distinguished veterans who sacrificed their lives during wartime. Additionally, eligible family members, including parents or un-remarried spouses, who lost a loved one to COVID-19 while residing at either of the Commonwealth's Soldiers' Homes, are entitled to this benefit. The annuity is divided and deposited on February 1 and August 1.

<https://www.mass.gov/service-details/annuity>

➤ **Massachusetts Veterans Bonuses Applications**

Additional payments are provided to Veterans, Service Members, and their families in recognition of qualified service within the United States military. These bonuses encompass the World War II Bonus, Korean Bonus, Vietnam Bonus, Persian Gulf Bonus, and the Welcome Home Bonus for service post-9/11.

There are 2 new bonuses:

- COVID-19 - \$500 bonus 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. Eligibility dates: March 10, 2020 to present.
- Armed Forces Expeditionary Medal - \$300 bonus if you lived in Massachusetts immediately prior to entering the military, served Honorably, and awarded the AFEM for participation in combat operations when no other bonus was available. The main years this bonus covers are 1976–1989 and 1992–2000. See link below for eligible operation locations and dates.

<https://www.mass.gov/orgs/veterans-bonus-division>

<https://www.mass.gov/service-details/armed-forces-expeditionary-medal-afem-eligible-locations-and-dates>

➤ **VA Health Care Benefits**

VA health care encompasses routine checkups with your primary care provider and consultations with specialists such as cardiologists, gynecologists, and mental health professionals. Additionally, Veteran's health care services like home health and geriatric care are available, along with access to medical equipment, prosthetics, and prescriptions.

To be eligible for VA Health Care benefits, individuals must have served in the active military and been separated under any condition other than dishonorable.

<https://www.va.gov/health-care/about-va-health-benefits/>

➤ **VA Pension Claims**

The Veterans Pension represents tax-exempt financial aid offered to low-income wartime Veterans, granted based on their financial circumstances. Likewise, the Survivor's Pension serves as tax-free financial assistance extended 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 supplements the monthly VA pension for eligible Veterans and survivors by providing additional monthly payments if they need assistance from another person to carry out their daily activities and/or are confined to their homes due to their medical condition.

<https://www.va.gov/pension/aid-attendance-housebound/>

➤ **VA Compensation Claims**

Disability Compensation is a tax-exempt benefit provided to Veterans afflicted with disabilities stemming from illnesses or injuries acquired or worsened during active military duty. Additionally, compensation may be granted for disabilities arising after service, either directly linked to service-related conditions or presumed to have originated from military service circumstances.

<http://www.benefits.va.gov/compensation/index.asp>

Special Monthly Compensation represents an extra tax-exempt allowance accessible to Veterans, their spouses, surviving spouses, and parents. In the case of Veterans, this compensation entails a heightened rate triggered by situations, such as requiring assistance and attendance from another individual or suffering from specific disabilities like the loss of use of a limb. As for spouses and surviving spouses, this benefit, often termed Aid and Attendance, is disbursed according to their need for assistance from another person.

<https://www.va.gov/disability/compensation-rates/special-monthly-compensation-rates/>

➤ **Dependency and Indemnity Compensation (DIC)** is a tax-exempt financial support typically granted to surviving spouses, children, or parents of Servicemembers who lost their lives while on active duty, active duty for training, or inactive duty training, or to survivors of Veterans who died due to their service-connected disabilities. DIC provided to parents is contingent upon their income.

<https://www.va.gov/disability/dependency-indemnity-compensation/>

****DIC eligibility for survivors of Blue Water Navy Vietnam Veterans****

If a Blue Water Navy Veteran had their service-connected disability claim denied by the VA in the past, survivors may qualify for Dependency and Indemnity Compensation (DIC) benefits under the Blue Water Navy Vietnam Veterans Act of 2019.

Under Public Law 116-23, commonly referred to as 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 presumed to have service connection for illnesses related to Agent Orange exposure.

<https://www.va.gov/disability/eligibility/hazardous-materials-exposure/agent-orange/navy-coast-guard-ships-vietnam/>

- **The Sergeant First Class (SFC) Heath Robinson Honoring our Promise to Address Comprehensive Toxics (PACT) Act** is a law that expands VA health care and benefits for Veterans exposed to burn pits, Agent Orange, and other toxic substances. The PACT Act will bring the following changes:
 - Expands and extends eligibility for VA health care for Veterans with toxic exposures and Veterans of the Vietnam, Gulf War, and post-9/11 eras.
 - Adds 20+ more presumptive conditions for burn pits, Agent Orange, and other toxic exposures.
 - Adds more presumptive-exposure locations for Agent Orange and radiation.
 - Requires VA to provide a toxic exposure screening to every Veteran enrolled in VA health care.
 - Helps us improve research, staff education, and treatment related to toxic exposures.

<https://www.va.gov/resources/the-pact-act-and-your-va-benefits/>

- **Camp Lejeune Justice Act** allows certain individuals to sue and recover damages for harm from exposure to contaminated water at Camp Lejeune in North Carolina between August 1, 1953, and December 31, 1987.
<https://www.va.gov/disability/eligibility/hazardous-materials-exposure/camp-lejeune-water-contamination/>

- **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>

Apart from the benefits outlined above, support is extended for the following:

- **Homeless Veterans:** Aiding homeless Veterans by connecting them with shelter, support services, and programs aimed at helping them regain stable housing and self-sufficiency.

- **Transportation:** Assisting Veterans in accessing transportation services from the Senior Center and outside resources, especially for medical appointments and other essential needs.
- **Housing:** Supporting Veterans in finding suitable housing, whether it's through VA programs or other housing initiatives, and helping them maintain stable housing situations.
- **Food and clothing:** Providing food, gift cards, clothing but also connecting Veterans with resources for future needs.
- **Assisting with Transition from Military to Civilian Life:** Guiding Veterans through the process of transitioning from the military to civilian life, including addressing their unique needs and challenges.
- **Job and Educational Assistance:** Helping Veterans with job placement, vocational training, and education programs to aid in their successful transition to civilian life.
- **Military Records:** Assisting Veterans in obtaining and updating their military records for various purposes, including applying for benefits and services.
- **Social Security Application (Disability and Supplemental Income):** Help Veterans through the application process for Social Security benefits, including disability and supplemental income.
- **Unemployment Compensation:** Providing information and support for Veterans seeking unemployment compensation when transitioning to civilian employment.
- **Medical Care and counseling referrals:** Referring Veterans to healthcare services and counseling resources for their physical and mental health needs.
- **Outreach and Crisis Intervention:** Engaging in community outreach to ensure Veterans are aware of available services and intervening during crises to provide immediate assistance.
- **Flags:** Assisting with the provision of flags for Veterans' ceremonies, funerals, and other events.
- **Tax exemptions:** Informing Veterans about tax exemptions and helping them apply.

Furthermore, this office maintains collaborative ties with local elected officials representing Tewksbury. In case of any challenges encountered while pursuing benefits, these issues can be escalated to a higher level for resolution.

The Veterans Services department coordinates the Memorial Day Ceremony held at the Tewksbury Cemetery and the Veterans Day Ceremonies at the Town Common, as well as at local nursing homes and assisted living facilities. We diligently organize a variety of events and ceremonies with the primary goal of honoring and recognizing the service and sacrifices of Veterans. Additionally, the department actively participates in various community events. Key highlights from 2023 include:

- We hosted our annual Veterans Breakfast featuring a spread of quiche, bacon, sausage, hash browns, coffee, fruit, muffins, and bagels/bread. Additionally, we organized raffles, and each Veteran was presented with a challenge coin as a token of appreciation for their service.
- Weekly Veterans Coffee Social at the Senior Center Tuesday's at 10am.
- 100 holiday stockings with several various items were given to our local Veterans, including those residing at Blair House, Bayberry Assisted Living and Heatherwood to show appreciation for their service.
- Facilitated getting Christmas presents for children of Veterans from Project New Hope in Worcester.
- Inaugural Christmas Yankee Swap
- Inaugural Summer BBQ
- Delivering food to Veterans provided by the Senior Center in conjunction with AgeSpan and The Greater Boston Food Bank.
- Provided Thanksgiving and Christmas meals.
- Gave out mini Christmas trees to Veterans and Surviving spouses.
- \$100.00 Market Basket gift cards to all Ch. 115 recipients for Christmas.
- In March, I hired Diane Joy as the new Senior Clerk Secretary.

Finally, contributions from residents, organizations, and businesses, including food, toiletries, clothing, backpacks, coats, and gift cards, were generously provided to support Tewksbury Veterans and their families, as well as Veterans from neighboring communities.

I extend my gratitude to the following individuals and organizations for their unwavering support of our Veterans and their families:

- Volunteers
- VFW Post 8164
- American Legion Post 259
- Randy Carter 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 Dellorusso, Blair House
- Bayberry Assisted Living
- Picemaker's - Blankets
- Perfecto's
- Soldier On
- Tewksbury Teacher's Association
- Elected officials, the Town Manager, the Board of Selectmen, and other town departments.

It is an honor and a privilege to serve the Veterans and families of the town of Tewksbury.

Respectfully submitted,

Lisa Downey
Certified Veterans' Service Officer

PARK AND FACILITIES

The Parks and Facilities Department under the direction of Vincent Bomal employs one Working Foreman and two parks' employees.

The Parks and Facilities Department is responsible for the upkeep of all the athletic fields, grasses, grooming infields, painting all soccer, lacrosse, football, and baseball fields. Along with the upkeep of all the sports courts and playgrounds at Saunders Recreation Facility and Frasca Field. The Parks and Facilities Department also maintains all the Veterans' Memorials, Town Common, traffic islands and parks, such as Wamesit Park and Muster Park, including cutting the grasses and installing bark mulch. Fall and spring cleanup, which includes maintaining all irrigation systems throughout the Town of Tewksbury. The Parks and Facilities Department also assists with setup for the Fourth of July fireworks, Fall Harvest Festival, and Christmas Tree Lighting Ceremony, and town and state elections.

In the winter months, the Parks and Facilities Department assists in maintaining our facilities, such as painting, small flooring projects, replacing ceiling tiles, and cleaning out some municipal buildings. The Parks and Facilities Department is also responsible for snow and ice operations, keeping our public buildings ice and snow free.

The following are some examples of the projects the Parks and Facilities Department have assisted with this past year:

- Skate Park upgrade at Livingston Playground
- Obdens Field Lighting Project
- Upgrade paint and ceilings at Rec Center
- Ballou DelRossi seating upgrades
- Replaced existing lighting at Town Hall Annex with new LED fixtures
- New paint and flooring at Town Hall Annex
- New shrubs and plants at Town Hall
- Upgraded field drainage system at State Field
- Removed and trimmed trees at all Livingston Fields

Every year has proven to be very busy for the Parks and Facilities Department. As the town grows, there seems to be more events happening at Livingston, which in turn gives our department more projects to plan.

We gratefully acknowledge the support of the Select Board, the Town Manager, and all other Town Departments, especially the employees of the Parks and Facilities Department for their continued support and cooperation.

Vincent Bomal
Parks and Facilities Manager

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. There were several staffing changes in the DPW Administration. In January 2023 the Director, Brian Gilbert, retired after 14 years with the Town. We wish Mr. Gilbert the best in his retirement. The Town Engineer, Kevin Hardiman, was promoted as Mr. Gilbert's replacement. Senior Clerk Secretary Cheryl Schofield transferred to the Engineering Division and Danielle Sotirakos was promoted to a full-time position.

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 assist 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. In 2023, the Engineering Division underwent multiple staffing changes. Andrew Stack was promoted from Engineering Project Manager to Town Engineer. Cheryl Schofield was hired as Permit Coordinator/Administrative Secretary. Alvaro Mendoza, a graduate of Boston University, was hired as Engineering Project Manager. As a team, we provide analyses and design, develop and review 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. Other services provided include inspections for driveway installations, water and sewer service connections, Geographic Information System (GIS) mapping 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 4.35 miles of roadways, which includes roads that were full-depth reclamation and roads that were milled and overlaid.
- Installation of approximately 4,950 feet of new sidewalks on Fiske Street, Andover Street, and Chandler Street.

- Approached 100% completion of 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.
- Investigation of traffic volumes and vehicle speeds on various roadways using a radar traffic recorder to better understand traffic patterns, and to 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 worked with MassDOT and NMCOG to secure funding through the Transportation Improvement Program (TIP). The project is programmed on the TIP for FY2027.
- Completed a Roadway Safety Audit (RSA) on Shawsheen Street at the intersection of Beech Street, Foster Road, and Patten Road. A conceptual design has been completed for transportation improvements in this area with the goal of having the project included in the MassDOT State Transportation Improvement Program (STIP).
- Began design of improvements to existing sidewalks on Pleasant Street from the Center Elementary School to Town Hall and along Chandler Street from the Tewksbury State Hospital main entrance to East Street.
- Awarded a grant from MassDOT Safe Passing Sign Grant. This grant provided the Town of Tewksbury with a total of 17 roadway signs reminding motorists to provide a minimum of 4 feet of separation when passing cyclists and other vulnerable roadway users. These roadway signs were provided at no cost to the Town and were installed by DPW Highway Division personnel.

The Engineering Division undertook and completed several stormwater and drainage projects 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 24,813 linear feet of pipe was cleaned and video inspected in 2023.
- 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 the detention basin on Prospect Hill Drive at the end of cul-de-sac, which included removal of overgrowth and sediment to restore the storage volume and to allow the basin to perform more efficiently.
- Investigation of 248 catchments and screen and sampled 28 outfalls as potential sources of illicit discharges that were previously identified during prior inspections and assessments of stormwater outfalls during dry weather and wet weather periods as part of the Stormwater Program.
- Completion of the reconstruction of the Bayberry Lane culvert replacement project at Heath Brook. The Town received a Small Bridge Grant from MassDOT in the amount of \$500,000 to be used to fund the construction of the project. The reconstruction involved replacement of the existing four pipe culvert with a 15-foot-wide x 6.5-foot-high precast concrete box culvert.
- Completion of a culvert replacement near #161 Pringle Street at Collins Brook. The project replaced the existing deteriorated corrugated metal pipe culvert with a 42-inch-wide x 29-inch-high steel culvert with new headwalls and wingwalls.

The Engineering Division completed several water distribution system improvement projects including:

- Replacement of approximately 20,200 linear feet of water main on Whipple Road, Victor Drive, Cleghorn Lane, Hood Road, Guile Avenue, Trull Brook Lane, Pine Street, and Rogers Street. This work is being done to abandon the older, less reliable 2-inch wrought iron, and 6-inch and 8-inch AC, and 8-inch cast iron water mains. The water mains were replaced with ductile iron water main and C909 PVC water main.

- Design of water main replacement projects on Fiske Street, Bailey Road, Coolidge Street, Walnut Road, Heath Street, Oak Road, Pupkis Road, Beech Street, Pringle Street, County Road, Grove Street, and Pomfret Road for construction planned in 2024.

The Engineering Division initiated and/or completed the following sanitary sewer improvement projects:

- Completion of an inline sewage grinder for the Munro Circle pump station. This grinder will prevent frequent clogs of the pumps, resulting in fewer after-hours service calls by Town staff. The Munro Circle sewer pump station services the new Center Elementary School, which opened in January 2023.

In March 2023, the DPW Engineering Division rolled out a new web-based permitting and work order system using the OpenGov platform. The DPW Engineering Division continues to administer Sewer Connections Permits, Physical Alteration (Driveway) Permits, Street and Sidewalk Opening Permits (SASO), Trench Permits, and Water Permits. A total of 86 Sewer Permits, 112 Physical Alteration (Driveway) Permits, 87 SASO Permits, 201 Trench Permits, and 77 Water Permits were issued in 2023. 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, Christian Mann, from Merrimack College for three months over the summer. The Engineering Intern assisted with daily activities within the Division including review of existing water service records for initial development of a water service pipe material inventory which is required by EPA on October 16, 2024. All of Christian's efforts 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, Massachusetts Water Works Association, UMass Transportation Center, Massachusetts Municipal Association, Division of Labor Standards, Federal Aviation Administration, and ESRI. Town Engineer Andrew Stack completed the Title 5 Soil Evaluation (SE) Certification Program offered through NEIWPC.

This was a productive year for the Engineering Division, 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 (15) employees. We welcomed Eric Barrow, Jonathan Marchand, Kieth Titus, and Bill Thurston to the Division this year. 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 2023 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 (43) catch basins, installed (11) new structures, replaced (160) feet of drainage pipe and added (30) feet of new drainage pipe. Through the catch basin cleaning program, approximately (2,939) 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 24.5 inches of 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 (6,400) 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 to ensure 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 (70) trees were removed through efforts of both the town staff and contracted services (including stump grinding). The staff also trimmed an additional seventeen trees. 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 consists of (4) full-time staff members and one part-time administrative assistant. We welcomed Mariluz Shufelt to the Division this year. The Fleet Division is responsible for service and repair of DPW/Water/Sewer equipment and rolling stock. DPW mechanics also maintain other department vehicles including Police, Parks, 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 ensures 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 gasoline 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 continue to be reviewed in 2024 to improve efficiency, service, and budget distribution in the future. The total number of work orders processed by the Fleet Division this year includes The Engineering Department (5), Fire Department (16), Parks Department (11), Police Department (120), and Public Works Department (320).

The Division staff reviews Public Works equipment inventory annually and makes recommendations for replacement within the Capital Budget. In calendar year 2022 the DPW ordered (3) pieces of equipment, which were not received until 2023. In calendar year 2023 the DPW ordered and received (6) pieces of small equipment. In calendar year 2023 the DPW ordered (7) pieces of equipment, which are pending delivery. Supply chains have been slow to recover, and the normal delivery windows have been extended beyond the calendar year. This has made the vehicle replacement planning efforts of the Fleet Maintenance Division even more crucial.

WATER DISTRIBUTION / SEWER COLLECTION

Staffing levels for the Water Distribution and Sewer Collection Divisions collectively include ten (10) full-time staff. As of December 31st, 2023, the Division had nine employees, as follows:

- 1 Water & Sewer Division Supervisor (Vacant)
- 2 Crew Leaders (1 Crew Leader in acting-Supervisor role)
- 2 Special Heavy Motor Equipment Operators (SHMEOs)
- 4 Heavy Motor Equipment Operators (HMEOs)
- 1 Operations Assistant

In 2023 the Division retained the same eight operations employees from last year. One Crew Leader is working towards licensing requirements to potentially be promoted to Division Supervisor. A new Operations Assistant was hired to replace a retiree and this position was transferred from the Treasurer/Collector's Office to the Department of Public Works. The Town thanks Bill Blakeney for his many years of service to the citizens of Tewksbury and wishes him well in his retirement.

These eight 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 eight 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, 47 sewer pumping stations, and thousands of sewer manholes.

The calendar year 2023 staff addressed 32 water main breaks and 12 water service connection leaks. 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 2023 saw reduced water consumption in town due to higher-than-average precipitation. This reduced water flow likely accounted for the lower-than-average number of breaks that occurred. Staff also replaced 90 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 installations, staff also replaced 125 registers and MTUs, as well as responded to routine meter issue calls. Contractors replaced 25 fire outdated and/or non-functional fire hydrants, and Division staff replaced 12. Division staff regularly assisted the Highway/Forestry Division with snow and ice operations throughout the winter season.

The water system suffered a major break and subsequent water outage on Labor Day Weekend caused by a water main break on Ames Hill Drive that feeds the Ames Hill Booster station. This booster station provides high pressure water service to elevated locations at the Lodge at Ames Pond complex and on Catamount Road. The break occurred at a location under approximately 15 feet of concrete, sleeved in a steel pipe, under a culvert. Due to its inaccessibility, a temporary bypass system had to be set up to supply the Lodge at Ames Pond Properties and a mobile booster pump was borrowed from the Town of Billerica to service the Catamount Road neighborhood. Ultimately a reenforced water main connection was created on North Street at Prospect Hill Drive to supply the booster station, and a permanent bypass repair was made on Ames Hill Drive. Properties remained on a boil order and bacteria sampling plan until DEP was satisfied with the work and water quality. Final repairs were completed in December 2023. The Department gives its sincere thanks to the Town of Billerica Department of Public Works for all their incredible assistance during this emergency.

Water main flushing was performed in the Spring of 2023 on parts of the system to make up for a reduced flushing program in 2024 due to drought. Due to the Astle Street Elevated Water Tank being offline for renovations and the Colonial Drive Tank undergoing maintenance as well, flushing was not performed in the Fall. Flushing will resume later in 2024. 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 on residents.

Water & Sewer Division staff assisted the Engineering Division's water main replacement projects. See the Engineering Division Annual Report for specific locations.

The Town's Sewer System requires consistent and faithful attention. Employees provided operation and maintenance duties to the 47 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 also utilizes 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 hours a day 7 days a week 365 days a year 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 new Backflow Coordinator, Gillian Barlow, was hired in November to backfill the departure of the previous employee. A backflow prevention device testing contractor was utilized this year to ensure compliance with the program during this transition.

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 2023 the program through town staff and contractor testers performed testing of all the devices in Tewksbury and continued to survey properties as mandated. These tests are performed to guarantee proper operation of the backflow devices, and the surveys identify potential cross connection hazards.

Total number of facilities served: 609

Total number of facilities surveyed: 456

Total number of tests performed: 1621

WATER TREATMENT

Staffing levels for the Water Treatment Division include eleven (11) full-time staff. As of December 31st, 2023, the Division had 10 of 11 positions filled, as follows:

- 1 Chief Operator
- 1 Deputy Chief Operator
- 3 Operators
- 3 Assistant Operators
- 1 Residuals Facility Operator
- 1 Chemist
- 1 Maintenance Mechanic (vacant)

In 2023 the Division had two employee departures, three new hires, and one promotion.

The Division hired a new Chemist, Kaylyn Michaud, and two new assistant operators, Andrew Kritter and William Pellitier, all of whom are currently in training for their Treatment Operator’s Licenses in preparation for retirements to come in 2024. The Division also temporarily contracted with a laboratory/chemist consultant to recertify the Plant’s laboratory to allow for the ability to perform bacteriological sampling in-house, as well as other lab work. One Operator, Mathew Hirtle, was promoted internally to the newly created Deputy Chief Operator position.

The Water Treatment Division now samples quarterly for PFAS contamination. Tewksbury drinking water has consistently been under all regulatory thresholds as set by MassDEP and EPA. PFAS contamination is more typically a concern for water systems with well sources. Surface water sources, such as the Merrimack River, are rarely a concern.

The Division, through its consultant Weston & Sampson, began the undertaking of studying options for the water treatment residuals process and management for sustainability and efficiency. Results of that study will be completed in 2024 with potential next steps to follow.

The Astle Street Elevated Water Tank went under renovation in 2023, which consists of reconstruction of the cell carrier equipment corral, cleaning, painting, and repairs. The Tank is scheduled to be brought back online in Summer of 2024.

Finished Water Production: 866.8 Million Gallons
Average Water Usage per day: 2.37 Million Gallons per day
Maximum Day: 3.63 million gallons on June 2, 2023

For water quality information and other subjects concerning the water system please refer to our website at www.tewksbury-ma.gov/265/Water-Sewer-Division.

Respectfully Submitted by:

Kevin Hardiman, P.E., Director of Public Works
Andrew Stack, P.E., Town Engineer
David Lizotte, Assistant Director-Forestry/Highway/Fleet
Scott Brinch, Assistant Director-Utilities

COMMUNITY ACTIVITIES

Library Trustees

Council on Aging

Historical Commission

PUBLIC LIBRARY TRUSTEES

Tewksbury Public Library Board of Library Trustees' Annual Report

Board of Library Trustees, 2023

Christopher P. Castiglione

Cathy M. Dwyer

Julie Naughton, Vice Chair

Bonnie M. Page, Chair

Suzanne M. Pedersen, Clerk

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.

Two thousand twenty-three brought to completion the library carpeting project with the second floor done. The other major improvement project was planning and installation of an accessible pathway to the TPL Community Garden and a tented platform for all kinds of events during the temperate weather, including our popular summer concert series. Library and Town IT members completed the overhaul of the Network Room bringing needed improvements that strengthen network security and enable the library to expand services as needed. Trustees and library staff members appreciate the support of our community in funding ongoing maintenance and improvement of the library.

Library staff members participated in another year of training on cybersecurity, as well as training on how to best help readers find books that appeal to them, improving library services for people with dementia, and about legal issues facing municipalities and libraries. The Technology Plan was updated, and several policies were updated or created including: Meeting Room Use; Exhibits & Displays; Computer Use & Internet Access; Donations; Library Created Displays; Mediated Inter-Library Loan; Library Programs, and Americans with Disabilities Act (ADA) Compliance.

Library usage continued to increase in 2023 in all areas. Please see the infographic on the following pages for details. Library staff members increased the number and improved the quality of displays of library materials so that everyone visiting the library can find books and media of interest to them. Several new informational brochures are now available to assist people using Libby, Freegal Music+, hoopla and Kanopy, our online collections of books, music, audiobooks and streaming entertainment.

Programming continued to be an important source of information and recreation for residents with a mix of in-person, hybrid, and virtual programs offered for all ages. Thanks to the Friends of the Tewksbury Public Library, library staff members started focused programming for adults aged in their 20's and 30's. This is a demographic whose needs we have not served well in the past. Connecting with adults this age allows them to have fun at the library with programs targeted at them and to become aware of library services that they could use.

We continue to receive program funding support from the Friends of the Tewksbury Public Library, the Tewksbury Cultural Council, and the Corning Foundation. This year, the Tewksbury Elks granted funding to the library to provide a deeper variety of speakers for our popular Job Seekers Network. Support of our programs is vital to preserving their quality and quantity as we provide other ways than print materials for people to learn and enjoy their lives.

Other local organizations that support the library include the Tewksbury Garden Club whose members maintain the lovely beds near the library entrance and who sponsor library membership at New England Botanical Garden at Tower

Hill. Art exhibits are shown on both floors of the library, courtesy of local artists. The Public Health Museum donates a membership to their museum and works with the library to provide educational tours of the museum and surrounding property.

The TPL Community Garden includes many volunteers who help grow and provide fresh, organic fruit and vegetables for the Tewksbury Community Pantry with extras for sale at the Community Market each summer. In 2023, the TPL Community Garden became home to monarch butterflies in a partnership with Monarch Ranch. Thanks also to the girl scouts who planted zinnia seeds in one of the beds which provided food for the butterflies and other pollinators.

Julie Naughton and Suzanne Pedersen were elected to the Board of Library Trustees. The Board of Library Trustees continued to advocate for the needs of the library, update policies and set opening and closing hours for the library. The Trustees thank and commend each library staff member for their valuable service to the community. Cooperatively, the Trustees, library staff members, volunteers, Town of Tewksbury departments, and the Friends of the Library work seamlessly to create a vital place for learning and cultural appreciation in the community.

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.

Director:	Diane Giarrusso
Assistant Director:	Nicole Goolishian
Executive Secretary:	Jeannine Briley
Librarians:	Robert Hayes, Community Services/Technical Services Emily Leggat, Teen Services Katrina Lewin, Children's Services Annalisa Moretti, Information Services Renee Pawlowski, Information and Children's, part-time
Library Associate:	Jeanne Swartz, Circulation Supervisor
Specialists:	Anne Kelley, Technology Services Haley Lawrence, Children's Services
Clerical Assistants:	Jennifer Burke, resigned Michelle Blaikie, resigned Danielle Driscoll Laura Falardeau Gail Holland Christine Hollis Kate Jennings Ruby Struble Theresa Troiano, part-time
Library Shelters:	Ashton Blaikie, resigned; Jeanne Landers; Lucia Alvarado
Maintenance:	Joseph Fiumara

Library Hours, 2023:
Monday – Wednesday 10 a.m. to 9 p.m.
Thursday – Friday 10 a.m. to 5 p.m.
Saturday 9 a.m. to 5 p.m.
Sunday 1 p.m. to 5 p.m.
Closed Saturdays & Sundays in July and August.

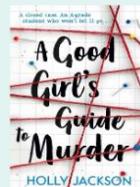
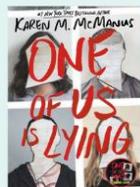
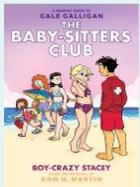
Respectfully Submitted,
Bonnie M. Page, Chair
Diane Giarrusso, Library Director

Annual Statistics are on the following page.

2023 | Year in Review

Top Checked Out Titles

Children's Books



Adult Books



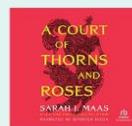
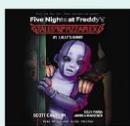
Teen Board Games



Children's Audiobooks



Teen Audiobooks



Adult Audiobooks



Children's Board Games



Children's DVDs



Teen DVDs



Adult DVDs



88,487

Visitors to the Library

1,046

New physical & virtual library cards



185,906

Items Checked Out

1,259

Programs Offered

114,336

Program Attendance

32,455

eBook, eAudiobook, & magazine check outs



270,749

Website Visits



872

Museum Pass Checkouts



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 2023 in addition to being awarded the Elder Mental Health Outreach Teams grant from MCOA for a second fiscal year. This grant has enabled us to provide far reaching outreach resources and mental health counseling at no cost to the individuals, meeting people where they are for these services. We continued our activities programming to provide engagement and socialization through live tours, and many other appealing activities. Our efforts to try to combat the isolation that was felt during the pandemic saw a continued increase in membership and participation during 2023 to include participants from surrounding communities as well. Promoting community togetherness and continued opportunities to engage in social as well as resource help hopefully helps to alleviate anxiety in older adults. For a third year we were able to secure a Boston College Intern who provided much needed Outreach services continuing to assist with applications for financial and medical programming as well as facilitating support groups. Our ability to collaborate with BC has helped up to develop relationships with other colleges in the area which will hopefully yield even more opportunities for a cooperative relationship with Social Work/Mental Health degree students providing education to the intern and help with outreach in the community. We continued our efforts in collaboration with AgeSpan to provide farmers markets, farmers market coupons, brown bag distribution, COVID, Flu and RSV vaccine clinics. We also collaborated with the public library to host the annual Welcome to Tewksbury event as well as the first monthly Winter Community Market.

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. We continued to reach homebound elders through social media, the Town Website and our Outreach services as well as the Tewksbury Carnation, and our monthly newsletter.

Some highlights from the last year include:

Outreach & Support Services

- Hosted:
 - LGBTQ+ Monthly Rainbow Social with several special events including a Christmas Party.
 - Pop Up Library
 - Weekly movies in our media Room partnering with the TPL
 - We continued to provide opportunities for COVID, Flu and RSV vaccines at the senior center.
 - AARP tax prep services.
 - Massachusetts Senior Shuffleboard Games and weekly participation
 - Mass Law Attorney workshop
 - Monthly behavioral health workshops with the case worker hired through EMHOT.
 - Weekly Veteran's coffee facilitated by the VSO and held at the Tewksbury Senior Center.
 - Annual Veteran's breakfast.
 - First annual resource fair.

- Our SHINE program continued to thrive with a dedicated SHINE counselor who was available via phone contact and in person to discuss Medicare and Medicaid needs.

- We provided Outreach to approximately 916 residents over age 60. With the EMHOT grant we provided (and will continue to provide), services to the Tewksbury, Billerica, Chelmsford, and Wilmington communities.
- We held Caregiver Support Groups twice per month; a monthly Low Vision Support Group; a monthly Parkinson's support group; an MS Support Group, a twice monthly Men's Group, and a monthly Bereavement Support Group.
- We assisted with Fuel Assistance, SNAP, Housing, Mass Health Recertifications, and other community resource applications at the Senior Center and on home visits.
- We provided transportation for the annual ELK's Thanksgiving dinner in November.
- We held two Equine Therapy sessions with Strongwater Farm for individuals in our EMHOT program.
- We worked collaboratively with local police, fire, board of health, and AgeSpan to assist with the needs of the older adults in the community. We developed and provided clutter image cards to assist TFD and TPD with a resource to identify and report hazardous situations with clientele. These cards help us to know how to help an older adult who may be in a risky situation with resources.
- We continue to sit on the Regional Hoarding Task Force with surrounding communities.

Transportation

- We provided more than 4382 rides to those over age 60 and more than 137 rides for individuals under the age of 60. We have increased our transportation services by more than 1308 rides in 2023. We hired a third van driver for this program and increased hours for our Transportation Coordinator, making this a full time position.
- Our transportation program continued to deliver Brown Bags once a month for individuals who cannot come to the senior center to pick up their bags. We also continued to provide a shopping trip to the grocery store on Fridays to assist residents who are unable to get to the store without this service.
- 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

- Foot Care clinics are held twice a month with some months adding an additional day to keep up with the demand for this service.
- The Town Nurse comes to the senior center twice a week to provide BP clinics.
- Reiki is provided once a week for free.
- A facial clinic was provided for several individuals during the stressful holiday time. This service was provided free from an esthetician who volunteered her time.
- A monthly dental consultation was held with a local dentist who volunteered his time to help older adults with questions about their oral health.

Nutrition

- The Tewksbury Senior Center is in its' ninth year as a distribution site for Boston Food Bank's Brown Bag Program. This program is a collaboration between the Greater Boston Food Bank and AgeSpan, our local AAA (Aging Services Agency). We collaborated with 14 communities and were able to assist in distributing shelf stable food to these surrounding communities.
- We participated in a Farmer's Market program again in 2023 which is facilitated by AgeSpan providing fresh vegetables to income eligible elders. The vegetables were delivered weekly mid-summer into the fall. Vegetables were delivered by a farm in Haverhill.
- 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.
- We ran our Seeds of Hope gardening project for the third year with vegetables in 6 raised garden beds as well as containers with vegetables and herbs. This provided many elders with fresh produce options which they

took advantage of picking. Senior center staff maintained the garden beds with volunteers on a rotation for watering the plants during the growing season.

Personnel

- Staff participated in the following trainings:

CPR/First Aid	Dementia Friendly Training
LGBTQ Cultural competency training	Accessible Lift Use & Passenger Securement
Defensive Drivers	Disability Awareness
Unconscious Bias Training	Several MIIA trainings
Field Supervisors Training w/BC	Several Social work trainings
- The Tewksbury Senior Center teamed up with Boston College for a third year to give a MS Level Social work intern the opportunity to help provide additional outreach services.
- The Tewksbury Senior Center added a case worker for EMHOT programming in July who helps manage the support groups, resources, and other necessary outreach services.
- We hired an additional part-time van driver for the transportation program and extended the hours for the Transportation Coordinator to make that position a full-time position.
- The Council on Aging is fortunate to be able to have more than 100 volunteers to help with managing the two shops which help to keep costs low for programming at the senior center. They also answer the phones, assist with events, decorating, our help desk, help with our monthly DJ dance and lead bone builders' classes to name just a few. We would not be able to provide the services and resources that we do without their dedication and 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, The Friends of the Elderly and the Silvertones.

Fitness

- A total of 19 fitness classes were taught each week by certified instructors at the Senior Center in 2023. Classes appeal to many interests and accommodate all levels of physical ability. We offered one of those classes in the evening for anyone that may still be working during daytime hours.
- Three separate Bone Builders classes, 6 classes per week, were 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.
- Weekly shuffleboard games are played on three indoor courts every Wednesday from 4-5:30PM. We hosted the Massachusetts Senior Games again in 2023. This activity is enjoyed by active agers of varying abilities.

Recreation

- The Council on Aging offers a variety of recreational activities. Art classes offered include Wood Carving, Independent Painting, Independent Knitting, Quilting, Bunka Embroidery, and Craft classes. Recreational activities included Zingo, Billiards, Wii Bowling, two variations of Mah Jong, several card groups, Cribbage, Whist, and indoor shuffleboard. Zingo is our largest in-person activity with close to 100 participants each week.

Community

- The TMHS Girls Basketball Team sponsored an entire event helping decorate gingerbread houses in December. They enjoyed singing Christmas carols together while decorating the gingerbread houses.
- The Swinging Seniors had an annual Christmas concert for the older adults and we provided hot chocolate and gingerbread cookies for the event.

- We had a group of older adults who helped to raise funds for the Alzheimer’s Association and walked in the annual walk together in October.
- The TSC participated in the National Night Out event in 2023 held at TMHS.
- We hosted 3 virtual tours around the world to places like Ireland; Amsterdam; Italy and Egypt to name a few with a subscription purchased from Beeyond. This subscription was purchased through a cultural council grant.
- We had Rob Surette entertain the volunteers at our annual luncheon to celebrate their contribution to the Council on Aging. This was paid for by a cultural council grant.

Senior Center Hours: 7:30 to 4:30PM, Monday, Wednesday & Thursday, 7:00AM to 6:00PM Tuesday & 7:30 to 12:30 Friday

Phone: 978-640-4480

Fax: 978-640-4483

Council on Aging Staff

Director- Janice Conole
 Sr. Clerk Secretary – Tammy Duggan
 Maintenance Person- Gregory Corcoran
 Community Outreach Coord- Christina Hess
 Case Worker – Susan Timmons
 Activities Coordinator- Diane Dunlevy
 Van Driver/Trans Coord- Gail Deakoff
 Van Driver- Ralph Natola (Part-time)
 Van Driver – George Ferdinand (Part-time)
 Van Driver – Nancy McCarthy (Sub)

Council on Aging Board Members

Lynn Murphy- Chair
 Virginia Desmond – Vice Chair
 Donna Bell - Treasurer
 Tracy Skahan – Secretary
 Kathy M. Walsh
 Jeff Dufour
 Mike McDermott
 Joan Unger
 Sandy Creamer
 Arlene Wright
 Joanne Aldrich

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 the 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](https://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

Tom Churchill, Chair t.churchill@verizon.net (978) 640-6927	Karen Favreau kjfavreau@gmail.com
Eileen McDonagh (978) 851-6076	Patricia Stratis (978) 851-6206
Nancy Reed, Secretary nanrcd@comcast.net (978) 851-8920 (h) (508) 574-9687 (c)	Linda Voutour lvoutour@gmail.com

SAFETY

Fire Department

Fire Department Roster

**Incident Analysis/Permits and
Inspections**

Police Department

Police Department Roster

Crime Statistics

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 10,375 times in 2023. There were 65 responses to fires. Engine companies provided residents with lift assistance 257 times in 2023 and the ambulance responded to 4,740 calls for medical aid or service. A variety of factors are contributing to the increase in medicals 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 2023, we once again saw an increase in ambulance transports to local hospital emergency rooms.

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 2023, the Department applied for and received a State S.A.F.E. and Senior S.A.F.E. Grant for the education of school age children and senior adults in the area of fire and life safety. 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. We continued our partnership with Tewksbury Public Schools by going into the schools to speak with the students about fire safety and how to make them and their families safer at home. We were also able to partake in several community events as our Firefighters were able to interact with the public. Information on programs and Town departments can be obtained at www.tewksbury-ma.gov.

The Fire Department consists of 61 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. In the spring of 2023, we were able to hire 4 additional Firefighter/EMT's, by doing this we were able to have the manpower to staff a second dedicated ambulance on a much more consistent basis, 7 days a week 7:00am- 7:00pm and when there is a full complement of Firefighters in for night shifts. One of the added benefits of this is that Engine 3 in North Tewksbury stays in service more often to respond to all emergencies. The second dedicated ambulance responds out of the South Fire Station with two Firefighters/EMT's.

Each station has one engine company with a lieutenant and 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 medium duty rescue are housed at the Center Station along with a brush truck, manpower is shifted when these apparatuses are needed. At the North Station, the two firefighter/EMTs assigned to the engine company also staff a secondary BLS ambulance when the primary ambulances are already committed to a call. This leaves that engine company temporarily out of service if an additional medical call comes in; however, the 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, in addition to the staffed engine and second ambulance.

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.

Thanks to the hard work of Deputy Guttadauro, we were able to get a Federal Assistance for Firefighter Grant to utilize towards the health and wellness of our members. Also, we were able to secure money from the State level in an equipment grant so we can continue to upgrade and update our equipment.

In 2023 the average age of our members was 40 years old. The fire officer's average age was 47.4 years with an average of 20.2 years of experience in the Department. Firefighters average age was 44.2 years with 15.5 years of experience and EMTs assigned to the ambulance average age was 30.7 years and 3.4 years respectively. In 2023 Captain Scott Keddie, who was also our long-time fire investigator retired. Lt. Robert Keddie and FF Tyler Welch were named the new Fire Investigators for the department and are doing an outstanding job. Lieutenant Scott Austin was promoted to Captain and Firefighter Marc Bourdon was promoted to Lieutenant. We also hired 6 new Firefighter/EMT's, Dave Conley, Taylor Brothers, Paul Farias, Caitlin Halliday, Andrew Zampitella, Andrew DeMaio, during this past year all of them successfully passed the Massachusetts Fire Academy.

Lieutenant Al Rosemond, our Training Officer, has been able to implement many programs both utilizing online and hands on training. The members of this Department continue to do an outstanding job through unprecedented times. 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 works 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.

Engine companies directly support fire prevention efforts by performing residential 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 and the Department continues to co-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; it's free to you or your family members and it works!

As we move into 2024, we will continue to provide the best and most efficient service to all the residents of the town. We look forward to having a second dedicated Ambulance in service in a more consistent and sustainable way, as the call volume continues to increase in both the emergency medical and fire fields.

Respectfully,



Joseph W. Kearns
Fire Chief

FIRE DEPARTMENT ROSTER

December 31, 2023

		Year of Hire
FIRE CHIEF:	Joseph W. Kearns	1995
DEPUTY CHIEF:	Paul Guttadauro	1994
CAPTAINS:		
	Jeff Giasullo Sr	1995
	David Carney	1995
	Kenneth Sandberg	2003
	Scott Austin	2003
	Daniel Sawicki	2004
LIEUTENANTS:		
	Marc Bourdon	2013
	Peter Bielecki	2014
	Patrick Doherty	1997
	David Giasullo	2012
	Joseph Fortunato	2001
	David Karlberg	2001
	Robert Keddie	2011
	Brian Mackey	2009
	Timothy Mancusi	2014
	Russell McGlaufflin	1989
	Christina Merrill	2003
	Alan Rosemond	1995
	Derek Welch	2016
FIREFIGHTERS:		
	Joel Altavesta	2014
	Shawn Bradley	2015
	Peter Brekalis	2021
	Jacob Brothers	2021
	Patrick Brothers	1995
	Patrick Brothers Jr.	2021
	Taylor Brothers	2023
	David Conley	2023
	Andrew DeMaio	2023
	Joseph Dogherty	2017
	Michael Donovan	2022
	Todd Elliott	2006
	Paul Farias	2023
	James Fitzpatrick	2011
	Jay Fagone	2020
	John Fowler	2004
	Jeffrey Giasullo, Jr.	2019
	Michael Giasullo	2011
	William Gosse	1998
	Caitlin Halliday	2023
EXECUTIVE SECRETARY:	Jeanne Martin	2015
	Blake Hery	2021
	Timothy Holden	1994
	Justin Hubbard	2018
	Daniel Kasprzak	2013
	Justin Lamoureux	2015
	Charles Lucia, Jr.	2018
	Michael Merrill	2004
	Jason McNamara	2021
	Paul Mugford	2021
	John O'Leary	2017
	Christopher Reppucci	2021
	Henry Roberts	2020
	Peter Smith	2017
	Jonathan Tammaro	2021
	Brandon Tanguay	2021
	Christopher Teixeira	2017
	Derek Temmallo	2017
	Tyler Welch	2014
	Michael Willey	2017
	Daniel Yost	2004

INCIDENT ANALYSIS/PERMITS AND INSPECTIONS

Incident Analysis	2023
Fire/Explosion	65
Overpressure/Rupture	0
Rescue Calls including Medical Assist	3,342
Hazardous Condition	87
Service Calls	1,098
Good Intent Calls	408
False Calls	595
Severe Weather/Natural Disaster	31
Special Type/Complaint	8
Undetermined	1
Ambulance Calls	4,740
Department Responses	10,375
Permits & Inspections	3,206
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	9,288
2022	9,629
2023	10,375

under 500 this year, reaching 474 which is an 18% decrease from 2022. In 2023, simple assaults have decreased by 60%; burglaries are down by 14%; thefts from a building are down 93%; thefts from a vehicle are down by 17%, and the number of shoplifting incidents are up by 26%. Drug activity, arrests, and offenses have decreased by 39%; while operating under the influence incidents decreased by 3%. Department personnel have responded to 577 motor vehicle accidents and have issued 4,038 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 11,303 proactive building checks; 5,162 area checks, and 2,964 motor vehicle stops in an ongoing effort to reduce crime and the fear associated with it. Department personnel responded to 70 reported drug overdoses in 2023, which is an 18% increase in non-fatal overdoses. The number of overdose deaths decreased from 7 to 5, a 22% decrease.

The Behavioral Health Unit 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 1095 referrals (a decrease of 9% from 2021) on individuals who sworn members of the Department had an encounter with. These individuals need substance use and/or mental health resources/support/treatment.

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,



Ryan M. Columbus
Chief of Police

POLICE DEPARTMENT ROSTER

Chief of Police:	Ryan Columbus	2000	Patrol Officers:	Markus McMahon	2001
Deputy Chief of Police:	John Voto	1996		Arthur Piccolo	2002
	Brian Farnum	2004		Karen Capuano	2003
	Alysia Columbus	2008		Robert Bjorkgren	2003
Administrative Director:				David Miano	2010
				David Duffy	2011
Lieutenants:	Robert Field	1996		Dana LaPointe	2017
	Patrick Connor	2010		Justin Lindahl	2018
	Patrick Harrington	2003		Nicholas Ciaramella	2020
	Matthew Donovan	2018		Christopher Scott	2002
	Dennis Peterson Jr.	2004		Thomas Contaloni	2020
Detective Lieutenant:	Michael Donovan	2008		Michael Pelrine	2020
				Peter Knoops	2020
Sergeants:	Steven Torres	2000		Ryan Sughrue	2021
	Thomas Cooke	2002		Chy Lim	2021
	Joseph Kelley	2004		Dennis Kelleher	2021
	Michael Newcomb	2010		Michael Jones	2022
	Shane Gallager	2014		Alexander Bourassa	2022
	Christopher Lefebvre	2010		Matthew O'Brien	2022
	Peter Murray	2020		Jacob Saad	2022
	Christopher Byrne	2011		Stephen Johnson	2022
	Lauren Strong	2020		Charisaa Edmonds	2022
	Joseph Mendonca	2016		Ryan Sheehan	2023
	Andrew Donovan	2020		Stephanie Casino	2023
Detective Sergeant:	Michael McLaughlin	2011		Derek Schumaker	2023
	Ryan Hunt	2017		Charles Emerson	2023
Court Prosecutor:	Robert Stephens (Lt)	1996		Dylan Cuccio	2023
	James Williams (Lt)	1996		Timothy Oteri	2023
K-9 Officer:	Colin Trelegan (Lt)	2016		Zachary Jacobs	2023
	Stephen Quinn	2014		Katrina Valeri	2023
Detectives:	Peter Regan	2003		Patrick Ryan	2023
	Matthew Rowe	2014		David Aznavoorian	2023
	Joshua Barbera	2019		Matthew Cronin	2023
	Ryan Sughrue	2021			
Narcotics Unit:	Michael Maccario	2016	Executive Assistant:	Laura Custance	2019
	Christopher Bettano	2019	Secretaries:	Marcia Vitale	2018
	Kayla Gordon	2018		Jo-Ann Harris	2020
	Michael Vasconcellos	2013		Diane Catyb	2022
Evidence Officer:	Kaitlin Vasconcellos	2013	Reserve Secretaries:	Carol Alari	2022
				Elyse Tivnan	2022
School Resource Officers:	James Ryser	2009	Facility Maintenance:	Mike Sakovich	2022
	Eric Hanley	2002	SAPC Director:	Maria Ruggiero	2015
	Robert Bjorkgren	2003	Mental Health Regional Director:		
				Matthew Page-Shelton	2018
			Mental Health Clinician:		
				Kaitlyn Bell	2020
				Kaitlin Bergeron	2020
				Rachel Beers	2021

Traffic Unit: Christopher Adams 2015
Paul Nicosia 2008

Family Service Officer: Kimberly O'Keefe 2002

Comm. Service Officer: Jennie Welch 2003

Reserve Police Officers: Bruce Adams
John Casey
Tom Casey
Christopher Coviello
Phil Gath
Timothy Kelly
Charles McPhail
Mark Perry
Peter Phillips
Kevin Reese
Thomas Sullivan
Timothy Sheehan

Traffic Guards: Evan Boudreau
Patrick Doherty
Michael Donahue
John Donoghue
Joseph Fortunao
Lee Gath
Mark Hildebrand
Rick Hopkinson
John Jarek
Matthew Jarek
Scott Keddie
David Levy
Richard Lumsden
Jason McNamara
James O'Hare
Stephen Peirine
Stephen Powers
Daniel Sawicki
William Schwalb
Daniel Sitar
Mark Wood

Mental Health Clinician (continued)
Cheryl Knowles 2021
Niko Simoa 2021
Kelley Finneran 2022

Crime Statistics 2023

Forcible Rape 13
Robbery 10
Assault Aggravated 87
Assault Simple 88
Assault Intimidation 69
Burglary/Breaking and Entering 25
Shoplifting 182
Theft from Building 2
Theft from Motor Vehicle 20
Thefts (all others) 214
Theft of Motor Vehicle 17
Counterfeiting/Forgery 20
False Pretense/Swindle/Confidence Game 59
Embezzlement 5
Destruction/Damage/Vandalism of Property 92
Drug/Narcotic Violations 124
Disorderly Conduct 11
Driving Under the Influence 71
Drunkenness 21
Trespassing 9
Liquor Law Violations 3
All Other Offenses 609
Arrests 474
Citations 4038
Alarms 778
Reports 3169
Building Checks 11303
Accidents 577
Call Volume 37733
Motor Vehicle Stops 4038

EDUCATION SCHOOL DEPARTMENT

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Scholarship**

**School Committee
Recognition**

**Student Services &
Special Education**

Superintendent of Schools

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Shawsheen Valley Regional Vocational Technical School District

EDUCATION

Introduction & Personnel

The Tewksbury Public Schools serves students in preschool through grade 12. The district operates an integrated preschool program, three elementary schools, an intermediate elementary school, one middle school, and one comprehensive high school. In addition to the regular educational programs, Tewksbury offers a full range of co-curricular and extra-curricular activities, and extended summer learning opportunities.

The 2022-2023 school year can best be defined as “a year of change” in the Tewksbury Public Schools. This Annual Report highlights **some** of these changes and identifies many of the wonderful things happening in our schools.

Yay! We successfully planned for and opened the new Center Elementary School for students in grades 2-4. This was no small task, and a labor of love from the statement of interest to the ribbon cutting ceremony in February 2023. We are very grateful to the community of Tewksbury for supporting this beautiful new school.

During the 2022-2023 school year, there was a continued focus on three key areas, a sense of belonging, inclusive practice for all, and improving teaching and learning practices. Twenty-first century skill integration and digital learning programs continue to be a strength in our instructional program. We piloted a new K-6 English Language Arts curriculum with increased literacy support for all, strengthened consistent translation practices for EL families, and expanded Early College and Career opportunities with Town and industry partners for differentiated programming. Our improved focus on monitoring student understanding with standards-based progress monitoring, to utilize those analytics and screening practices for differentiated or specialized instruction, is the foundational basis for the work we do. This strengthened instructional planning process with our Professional Learning Communities (PLC's) focuses on evidenced-based observable impact, using that standards-based student data.

The Superintendent and Assistant Superintendent engaged in discussions with students, parents/guardians, faculty, administrators, and community members to build the District goals and strategic plan moving forward. Through these dialogues and surveys conducted with essential stakeholders, Tewksbury Public Schools has completed the development of our Vision of a Learner (VoL) for all grade levels (PK-12). The VoL embraced the following qualities for all of our students at every grade level: Collaborative Learners, Creative Problem Solvers, and Effective Communicators.

Personnel

In the area of personnel, we saw some changes at Tewksbury Public Schools (TPS) as well. On July 1, 2022, the district announced and introduced two new administrators to our TPS staff, Lori McDermott, Assistant Superintendent and Victoria Cordeiro, Assistant Principal at the John Wynn Middle School. Sitting TPS administrators and teachers were promoted or reassigned to new roles in the district as well; Alexis Bosworth, Principal of the Dewing School, Felicia Cenanovic, Director of Literacy, Terry Gerrish, Heath Brook Principal, Jay Harding, Center Elementary School Principal, Andrew Long, Principal at Tewksbury Memorial High School, Robert Rogers, Assistant Principal, Center Elementary School, and Candace Tharrett, Assistant Student Services Special Education Director. In addition, TPS welcomed 53 new staff in varying roles during the 2022-2023 school year.

2023 TPS Retirees

The district recognized and honored the 2023 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.

TPS District-wide

Daniel Martin, Maintenance Staff, 37 Years of Service

Loella F. Dewing Elementary School

MaryBeth Tierney, ESP Aide, 19 Years of Service

Joy Wallace, School Secretary, 27 Years of Service

Center Elementary School

Karen Bancroft, Grade 2 Teacher, 25 Years of Service

Donna Bowden, Grade 2 Teacher, 20 Years of Service

Peter Thuillier, Building Custodian, 32 Years of Service

John F. Ryan Elementary School

Ronald Page, Building Custodian, 23 Years of Service
Lisa Richard, Computer Teacher, 10 Years of Service

John W. Wynn Middle School

Joanne Kearns, School Secretary, 44 Years of Service

Tewksbury Memorial High School

Elaine (Lainie) Bennett, Food & Nutrition Services, 23 Years of Service

Curriculum and Assessment

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 2023 exam. The Tewksbury Public Schools grades 3 through 8 out-performed the state in exceeding or meeting expectations on the 2023 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 2023 MCAS in the areas of English Language Arts (ELA), Mathematics and Science.

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 2022-2023 year, excluding Exempt Debt, is \$64,083,664 or an increase of \$ 1,465,808 (2.22%) as compared to the amount budgeted in the prior year. The composition of the budgeted increase for FY23 by major cost categories is as follows: Salary increasing by 2.64% ; Operating and Capital Costs increasing by .95% ; and Fixed Costs increasing by 0.48%. Despite these ordinary increases to the budget, the school department was able to end the 2022–2023 year modestly favorable to the budget while preserving staffing levels, maintaining and improving school facilities, increasing instructional technology and continuing with services and programing at levels consistent with prior years.

During the 2022–2023 year, the school department received Federal & State Grant funding totaling \$1,998,897. The budget for the 2023–2024 year, excluding Exempt Debt, is \$66,555,4054 or an increase of \$2,471,741 (3.86%)(as compared to the prior year budget. The composition of the budgeted increase for FY24 by major cost categories is as follows: Salary increasing by 2.77%; Operating and Capital Costs increasing by 6.16%; and Fixed Costs increasing by 4.77%. As of February 1, 2024, the Federal & State Grant funding for the 2023–2024 year is earmarked at \$1,916,319. The FY24 grant funding is \$82,578 less than the FY23 grant amount. The excitement of opening the Center Elementary School highlighted the school year 2022-2023. The Business office will be closely monitoring operating costs associated with the new school over the second half of the school year, to begin to understand the long term effects of the new school on the school's budget. 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.

2023 JOHN & ABIGAIL ADAMS SCHOLARSHIP RECIPIENTS

Congratulations to the Tewksbury Memorial High School 2023 award recipients!

Muhammad Abdul Karim	Colby Flahive	Kimsan Nguyen
Lucas Adams	Anthony Freitas	Tea Nickerson
James Atherton	Whitney Gigante	Lauren Oppedisano
Tyler Barnes	Emma Giordano	Victor Pacheco
John Baron	Paxton Green	Drew Rennell
Rafael Bellucco	Alexander Grove	Jack Rennell
Ryan Benchater	Mackenzie Hickey	Cooper Robillard
Nathaniel Bone	Peter Impink	Mario Ruiz Perez
Heather Chase	Jeremy Insogna	Grace Russo
McKayla Conley	Owen Kinnon	Emma Ryan
Morgan Crowley	Nicolas Kitowicz	Junissa Sophon
Ryan Cura	Renuka Late	Zachary Sullivan
Nathan Cyr	Galil Levenson	Skye Bryana Tambi
Lana Dang	Dakota Malizia	Ava Trinh
Aislin Davis	Cullen Mangan	Alicia Veno
Avery Della Piana	Jason Morris	Connor Walazek
Haleigh Doiron	Ashwin Narayanan	Jared Woodman

School Committee Recognition

The District recognizes the many efforts of the School Committee members, Chair Bridget Garabedian, Vice-Chair Kayla Biagioni-Smith, Clerk Katie Anderson, and members Nicholas Parsons and Richard Russo, Jr., for their leadership and continued support of our students, families, and the TPS staff. The Committee is vested in the Tewksbury Public Schools and strives to make them the best they can be for our students and staff!

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 needs and requests of the Tewksbury Public Schools.

Student Services & Special Education

As we reflect on the past year and begin a new school year, we must recognize our partnerships' positive impact on student success. We've had the privilege of working with experts in the field who have provided coaching, professional development, consultation, and recommendations for program improvements. Our administration ensures students access the latest research-based strategies, techniques, and specialized curriculum. Developing and enhancing our programs remains a top priority for our district, and some of our grant-funded partners include:

- West Ed has provided coaching and consultation to teaching teams across the district for co-teaching/team teaching and data analysis;
- The Landmark Outreach program has been instrumental in consulting with the district to support research-based dyslexia strategies and techniques;
- MGH Sail Literacy lab has helped improve educational outcomes for students with speech, language, and reading impairments, specifically those with dyslexia;
- School personnel have been trained on the new IEP format for implementation in the school year 2024-2025;
- Cognitive Connections impacted our faculty and staff in supporting students with executive functioning deficits. Training, support, and consultation have been provided to our faculty on specialized instruction to help students in developing executive function skills and;
- Melmark New England continues to consult with the district to support our substantially separate programs, increasing consistency and ensuring the implementation of research-based techniques that support the specific populations we serve to maximize their growth and learning.

Our special education department must continuously oversee its programs to ensure all students receive support and attention. To achieve this, we must reorganize our approach and consider factors such as the local curriculum, specialized programming, and faculty and staff training. We must also coordinate services and support program facilitators working directly with students.

The expenses for special education services, including tuition and transportation for out-of-district placements, have increased. Nevertheless, the district is determined to maintain high-quality staff and programming to ensure our students receive the best education possible. Despite these financial challenges, we remain committed to our standards of excellence.

The best way to achieve excellence is by providing additional faculty support through administrative coordinators in exchange for an assistant director. This would provide technical assistance on specific topics, ensure frontline workers are trained in particular methodologies, manage day-to-day tasks associated with programs and compliance, monitor the fidelity of programming, and communicate with administrators. The additional coordinator support would also assist school-based administrators with accountability and help meet program goals by collecting data on program performance and outcomes. By identifying output measures such as the number of students served, hours of service delivery, and other relevant metrics, we can better align our staffing needs with program expectations. In summary, with the help of coordinators, we can further enhance and improve the quality of our special education programs and better meet the needs of all our students while remaining cost-effective.

The ongoing support from our school committee members, administrative team, families, stakeholders, faculty, and the Town of Tewksbury makes a significant difference in the educational lives of our children. The tremendous work put in each day to support our students' unique and individualized needs is greatly appreciated.

Very truly yours,

Rick Pelletier, Director of Special Education
Candace Tharrett, Asst. Director of Special Education

Summary - Brenda Theriault-Regan, Superintendent of Schools

As we said goodbye to 2023, I am continually impressed with this community's high value on education and dedication to the successes of all our students. I am excited to work in partnership with our teachers, specialists, support staff and administrators in this journey to provide the best possible educational opportunities for all students in helping them reach their highest potential both in the classroom and on the extracurricular stage and athletic field.

Working closely with the Tewksbury School Committee, we strive to provide a robust curriculum that includes applied experiences with early college and career opportunities (such as advanced placement, dual enrollment, certification programs, and student internships). We have maintained and updated state of the art technology, social emotional learning supports for all students, many athletic options and a wide-range of clubs to meet everyone's interest level. We are fortunate to have a high performing instructional staff that participates in regular professional development for professional improvement and growth that supports the district goals. Ultimately, we prioritize a strong collaborative approach between all staff members, resulting in a constant analysis of how we can all work together more effectively on behalf of our students.

I am thankful for our staff members, students, parents and guardians, town officials and community members who have assisted me in the creation of our strategic plan for improvement. We can often be pulled in many directions in education; yet it is a community like Tewksbury that grounds us in our beliefs that the most important thing we can do in life is to inspire others to succeed.

I am honored and proud to be the Superintendent of your community.

Brenda Theriault-Regan, Superintendent
Tewksbury Public Schools

Class of 2023 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 2023 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 \$170,807 was awarded.

Scholarship Name	Donor	Recipient Name(s)	Amounts
Warren Carey Memorial Scholarship	Carey Family	Harshit Pal, Ava Paquette	\$2,000
Shane Marshall Contaloni Memorial Scholarship	Contaloni Family	Alexander Arbogast, Julie Barletta, Jonah Bennett, Lauren Bielecki, Jamie Constantino, Justin Darrigo, Brooklyn DeGrechie, Ryan Fleming, Alexandria Macaуда, Anthony Russo, Samantha Ryan, Blake Ryder, Michael Sullivan, Olivia Ward	\$6,500
Kay (Aspell) Curran Scholarship	Curran / Doherty Families	Colleen Cremin	\$500
Kay & Thomas Curran Scholarship		Ian Starr	\$500
L.F. Dewing Elementary Alumni Award	Dewing PAC	Ava Paquette	\$250
TMHS Performing Arts Award	Dr. Christine McGrath	Sarah Downing	\$1,000
Louis J. Connolly Memorial Scholarship	Elks - Tewksbury / Wilmington	David Penney, Jr., Olivia Ward	\$2,000
The George 'Timmy' Ernest Memorial Scholarship	Ernest Family (hockey)	Robet Beggan, Conor Cremin, Nicholas DiCioccio, Riley Sheehan, Andrew Whynot	\$5,000
Jim Hardy Memorial Scholarship	Hardy Family	Samantha Perkins, Samantha Ryan	\$1,000
Holt & Bugbee Foundation Scholarship	Holt & Bugbee	Lindsey Holbrook, Darya Mehrabani, Chase Miele, Marissa Toutpuissant, Tyler Trodden	\$12,500
Lowell Five Bank Academic Scholarship	Lowell Five Bank	Ceceila Ho	\$1,000
Lawrence L. Day Memorial Scholarship	Merrimack Valley Rotary Club	Madelyn Caliendo	\$1,000
Jerry Murphy Memorial Scholarship	Murphy Family	Emma Hollien, Anthony Russo	\$1,000
North Street Elementary Alumni Scholarship	CES PAC	Olivia Millspaugh	\$250

Louise Davy Trahan Elementary Alumni Scholarship		Olivia Ward	\$250
The Kevin J. O'Brien Memorial Scholarship	O'Brien Family	Colleen Cremin , Riley Veits	\$2,000
The Linda Peters Memorial Scholarship	Peters Family	Brooke Bunyan, Jack Donovan, John Regolino	\$4,500
Bob Aylward Scholarship	Redmen Football Club	Michael Sullivan	\$2,000
Ed Dick Memorial Scholarship		Ryan Fleming	\$1,000
Phil French Scholarship		Blake Ryder	\$2,000
Memorial Scholarship in Honor of Brian "Buck" Fuller		Alex Arbogast	\$1,000
Benefactors Scholarship		Justin Darrigo	\$1,000
James E. Brooks Memorial Scholarship		Albert Bosworth, Maximus Mattuchio, Anthony Russo	\$3,000
Anthony J. Romano Memorial Scholarship	Romano Family	Michael Sullivan	\$1,500
Schlott Tire Academic Scholarship	Schlott Tire	Pouriya Mehrabani	\$500
Sole Sisters Running Club Scholarship	Sole Sisters Running Club	Emma Jensen, Riley Veits	\$2,000
Ronald Tarentino, Jr. Memorial Scholarship	Tarentino Family	Jack Callahan, Samantha Ryan	\$2,000
Tewksbury Education Foundation Scholarship	Tewksbury Education Foundation	Jonah Bennett, Amber Swiensi	\$1,000
Tewksbury Golden Age Club, Inc. Scholarship	Tewksbury Golden Age	Brooklyn Degrechie, Victoria Lavargna	\$1,000
Tewksbury Lions Club Scholarship	Tewksbury Lions Club	Kyle Adams, Julia Barletta, Molly Buczynski, Jack Callahan, Darren Castiglione, Amanda Ogden, Amber Swiensi	\$4,025
Loyalty Scholarship	Tewksbury Music Association	Darren Castiglione, Adam Chawkate, James Cozzo, Maryssa Gomes, Ian Starr	\$2,500
Tewksbury Teachers Association Scholarship	Tewksbury Teachers Association	Conor Cremin, Jamie Constantino, Emma Jenson. Ava Paquette	\$2,000

TMHS PAC Scholarship	TMHS PAC	Colleen Cremin, Ryan Cuvier, Justin Darrigo, William Eskenas, Megan Haley, Michael Hill, Cecilia Ho, Charlie Kwartler, Madelyn Montejo, Shea Moynihan, Gustavo Rodrigues, Anthony Russo	\$6,000
Wamesit Lanes Charitable Foundation Scholarship	Wamesit Lanes	James Cozzo, Riley Veits	\$2,000
Wilmington/Tewksbury Chamber of Commerce Business Scholarship	Wilmington/Tewksbury Chamber of Commerce	Julie Barletta, Alexandria Macaуда, Blake Ryder	\$1,500
John W. Wynn PAC Scholarship	Wynn PAC	Olivia Ward	\$500
Tewksbury Redmen Wrestling Boosters & PAL Wrestling Scholarship	TMHS Boosters - Wrestling	Jack Callahan, Jack Donovan, Ryan Fleming, Anthony Russo	\$3,000
Tewksbury Redmen Baseball Boosters Scholarship	TMHS Boosters - Baseball	Ryan Flynn, Michael Hill, Kodie LeGrand, Tristan Leslie, Drew Nestor, Ben O'Keefe, Dylan Paulding, Blake Ryder, Michael Sullivan	\$2,250
TMHS Varsity Cheerleading Boosters Scholarship	TMHS Boosters - Cheerleading	Jocelyn Kinnon, Lauren Ryder, Avery Smallidge	\$1,850
Tewksbury Redmen Boys Basketball Booster Scholarship	TMHS Boosters - Boys Basketball	Colin Caggiano, Brian Carleton, Ryan Cuvier, Romyn Lorick, Evan Mendonca, Gustavo Rodrigues, Michael Sullivan	\$3,500
Tewksbury Redmen Girls' Basketball Boosters Scholarship	TMHS Boosters - Girls' Basketball	Victoria Catanzano, Brooklynn Degrechie, Victoria Lavargna, Katrina MacDonald, Samantha Ryan, Riley Veits	\$3,000
Tewksbury Redmen Field Hockey Boosters Scholarship	TMHS Boosters - Field Hockey	Emily Carney, Kimberly Carney, Colleen Cremin, Rebecca Kelleher, Alexandria Macaуда, Paige macMillan, Abigail Mahoney, Amanda Ogden, Kamryn Pereira, Olivia Ward	\$3,700
Tewksbury Redmen Dance Team Boosters Scholarship	TMHS Boosters - Dance Team	Hannah Hancock, Shelby Holloway, Naveah Lacey, Jess Lowry, Paige MacMillan, Maya Melki	\$1,700
Tewksbury Redmen Boys Hockey Boosters Scholarships	TMHS Boosters - Hockey	Robert Beggan, Brady Chapman, Conor Cremin, Cian Dawson, Nick Dicioccio, Ryan Flynn, Benjamin O'Keefe, Andrew Whynot	\$3,200

Red Rangers Girls Hockey Boosters Scholarship	TMHS Red Rangers Boosters - Girls' Hockey	Jamie Constantino, Nikole Gosse, Riley Sheehan	\$550
Tewksbury Redmen Lacrosse Boosters Scholarship	TMHS Boosters - Lacrosse	Robert Beggan, Victoria Catanzano, Jamie Constantino, Conor Cremin, Justin Darrigo, Cian Dawson, Ryan Fleming, Nikole Gosse, Abigail Mahoney, Jaden Mercer, Riley Sheehan	\$4,250
Deb Billings Memorial Scholarship	TMHS Boosters - Soccer	Brady Chapman, William Eskenas, William Humphrey, Evan Mendonca, Shea Moynihan, Alex Sovie, Lauren Bielecki, Victoria Catanzano, Brooklyn DeGrechie, Alyssa Devlin, Gabriella Diaz-Archilla, Alex Fillmore, Victoria Lavargna, Katrina MacDonald, Ava Paquette, Riley Sheehan	\$4,882
Tewksbury Redmen Softball Boosters Scholarship	TMHS Boosters - Softball	Samantha Ryan, Samantha Perkins, Mackenzie Tower	\$600
Friends of Tewksbury Tennis Scholarship	TMHS Boosters - Tennis	Adam Chawkate, Daniel Franklin, Karen Hennawy, Ceceila Ho, Darya Mehrabani, Pouriya Mehrabani, George Zackular	\$1,300
Tewksbury Redmen Volleyball Boosters Scholarship	TMHS Boosters - Volleyball	Carrina Barron, Vanessa Green, Kiley Kennedy, Jennie Lester, Madelyn Montejo, Victoria Rowe	\$3,150
TMHS Theatre Company Scholarship	TMHS Theatre Company	Brooke Bunyan, Emily Carriere, Darren Castiglione, Adam Chawkate, Ava Cognata, James Cozzo, Audrey Daigle, Justin Darrigo, Sarah Downing, Marissa Gomes, Lindsay Holbrook, Ella Lightfield, David Penney	\$5,300
Dennis McGadden Memorial Track & Cross Country Awards	TMHS Boosters CC / Track Team	Kyle Adams, Nicholas Alverado, Alex Arbogast, Julia Barletta, William Eskenas, William Humphrey, Emma Jensen, Tristan Leslie, Amanda Ogden, Riley Veits	\$3,700
Tewksbury Youth Baseball Scholarship	Youth Baseball	Michael Carlson, Kodie LeGrand, Tristan Leslie	\$1,500
Edward Sullivan Memorial Scholarship		Michael Hill	\$1,500
Steve Powers Honorary Scholarship		Michael Sullivan	\$1,500

Tewksbury Boys' Basketball Scholarship	Youth Boys Basketball	Kyle Adams, Michael Hill	\$1,250
TBBL Board Member Service Award		Blake Ryder	\$750
James Mendonca Memorial Scholarship		Brian Carleton	\$1,250
Ed Sullivan Memorial Scholarship		Michael Sullivan	\$1,250
Tewksbury Youth Football Merit Award	Youth Football	Ryan Fleming, Jocelyn Kinnon, Alex Macaуда	\$1,550
Memorial Award		Justin Darrigo	\$1,250
Frank Ferrelli Award		Blake Ryder	\$850
Billy Bird Memorial Award		Michael Sullivan	\$850
Tewksbury Girls' Basketball League Scholarship	Youth Girls Basketball	Victoria Catanzano, Brooklyn DeGrechie, Vickie Lavargna, Katrina MacDonald, Madelyn Montejo, Riley Veits	\$3,200
Tewksbury Youth Lacrosse Scholarship	Youth Lacrosse	Victoria Catanzano, Jamie Constantino, Justin Darrigo	\$1,500
Hymie Doherty Scholarship	Youth Skating	Michael Carlson	\$500
Alfred Carpenito Memorial Scholarship	Youth Skating	Brady Chapman, Conor Cremin, Nikole Gosse, Riley Sheehan	\$2,500
Tewksbury Youth Soccer Merit Scholarships	Youth Soccer	Kyle Adams, Alex Arbogast, Lauren Bielecki, Jack Callahan, Kiley Kennedy, Victoria Lavargna, Kodie Legrand, Katrina MacDonald, Evan Mendonca, Shea Moynihan, Riley Veits	\$3,400
Tewksbury Youth Soccer Lia DiFronzo Memorial Scholarship		Brooklyn DeGrechie	\$500
Tewksbury Youth Soccer Megan McCarthy Memorial Scholarship		Ava Paquette	\$500
Tewksbury Youth Soccer Ed Flanagan Honorary Scholarship		Riley Sheehan	\$500
Tewksbury Youth Soccer Patrick Slattery Memorial Scholarship		Victoria Catanzano	\$500
Tewksbury Girls' Softball League Scholarship	Youth Softball	Sarah Downing, Samantha Perkins	\$3,000
James Hamilton Sportsmanship Scholarship	Hamilton Family	Carrina Barron Anthony Russo	\$1,000
Brianna M. McCarthy Memorial Scholarship	McCarthy Family	Jamie Constantino, Nikole Gosse, Riley Sheehan	\$3,000

Fred Simon Memorial Scholarship	Salvation Army	Chase Miele	\$1,000
Michael P Ippolito Memorial Scholarship	Ippolito Family	Brooklyn DeGrechie, Michael Sullivan	\$1,000
Meghan M. McCarthy Memorial Scholarship	Ms. Katie Bruce	Madelyn Caliendo	\$1,000
Dr. Sandy Johnson Creamer Scholarship	Sandy Creamer Foundation	Ava Paquette, Grace Carroll, Rebcca Kelleher	\$7,500
	Lawrence Memorial Vietnam Scholarship	Ryan Fleming	\$500
	Billerica Lodge of Elks	Robert McCorry	\$1,000
Tewksbury Veterans of Foreign Wars Post 8164 Scholarship	Tewksbury VFW Post 8164	Molly Buczynski, Brooke Bunyan, Emma Jensen	\$1,500
		Grand Total	\$170,807

TPS ENROLLMENT

2022 OCTOBER COUNT ENROLLMENT																
SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	TOTALS
NORTH ST					148	135										283
TRAHAN					119	97										216
DEWING	102	155	141	157												555
HEATH BROOK	43	139	94	99												375
RYAN							238	272								510
WYNN MIDDLE									242	254						496
TMHS											179	180	196	193	4	752
PreSchool @ HS	14															14
TOTALS	159	294	235	256	267	232	238	272	242	254	179	180	196	193	4	3201
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	

PUBLIC SCHOOL EMPLOYEE SALARIES

NAME	BASE	OTHER	TOTAL
ACKERLEY, NANCY	9,858	300	10,158
ACKERT REANEY, ANGELA	78,036	1,841	79,878
ADAMS, KYLE	600	0	600
ADDARIO, MICHELLE	30,429	0	30,429
ALLISON, COLLEEN	87,287	825	88,112
ALMEIDA, MARIO	5,980	0	5,980
ALUKONIS, LINDA	25,865	810	26,675
ALVARADO, LUCIA	1,020	0	1,020
AMATO, NICHOLAS	81,892	276	82,168
AMBROSE, JENIFER	13,653	300	13,953
ANDERSON, JAMES	3,750	0	3,750
ANDERSON, KAITLYN	1,688	0	1,688
ANDERSON, KATHLEEN	91,623	2,298	93,921
ANDERSON, TAYLOR	17,494	0	17,494
ANDERSON, WAYNE	6,683	0	6,683
ANDRADE, AMY	3,350	300	3,650
ANDRADE, SOPHIA	405	0	405
ANDREWS, DOREEN	1,925	0	1,925
ANGELL, ANGELA	19,586	4,113	23,699
ARAYA, BIANCA	6,090	0	6,090
ARAYA, BREANNA	2,269	0	2,269
ARBOGAST, SANFORD	83,675	2,007	85,683
ARCHIBOLD, CHRISTA	3,409	0	3,409
AREIAS, SANDRA	800	0	800
ARMANO, SARAH	56,756	297	57,053
ARNOLD, JENNIFER	90,256	1,132	91,388
ARSENAULT, KATHERINE	770	0	770
ARSENEAULT, MICHAEL	55,778	56,831	112,609
ASHE, VALERIE	22,593	8,846	31,438
ASSELIN, JENNIFER	900	0	900
ATHALYE, PRAJAKTA	520	0	520
AUTH, RILEY	2,044	0	2,044
AYLWARD, BRIAN	91,576	25,126	116,702
AYLWARD, KATHLEEN	2,623	3,000	5,623
BABINEAU, LORI-ANN	8,319	49	8,369
BACIGALUPO, WALTER	25,040	833	25,873
BAEZ, EDWIN	13,051	2,198	15,249
BAIROS, ELIZABETH	4,755	0	4,755
BAKER OBRIEN, KAREN	139,630	5,319	144,950

BANCROFT, KAREN	62,632	23,551	86,183
BARBATI, JENNIFER	88,386	1,539	89,926
BARBATO, MELISSA	59,402	276	59,678
BARNES, CHERYL	40,296	849	41,145
BARNES, TYLER	1,095	0	1,095
BARRY, SANDRA	491	0	491
BASILIERE, MARCO	62,299	0	62,299
BASTERI, CYNTHIA	73,750	0	73,750
BAUDANZA, STACEY	4,585	0	4,585
BEA, PAUL	73,405	9,753	83,158
BEATRICE, NICOLE	831	0	831
BEAUCHESNE, BETHANY	59,176	3,909	63,085
BEJTLICH, ALEXANDRA	49,065	317	49,382
BELL, CAITRIANA	110	0	110
BELLINO, CYNTHIA	77,800	5,614	83,414
BELLINO, MARIELLA	548	0	548
BELLISARIO, REBECCA	8,723	0	8,723
BENEDETTI, SAMANTHA	18,100	5,708	23,808
BENNETT, DEBORAH	27,352	7,478	34,830
BENNETT, ELAINE	15,010	0	15,010
BENVENUTO, KATHLEEN	15,557	0	15,557
BERNARD, BRENDAN	83,476	894	84,369
BERNARD, JON	6,000	0	6,000
BEVILACQUA, CHELSEA	2,287	0	2,287
BEVILACQUA, LISA	27,330	819	28,149
BIAGIONI-SMITH, KAYLA	2,250	0	2,250
BICKFORD, SUSAN	22,965	700	23,665
BILODEAU, CATHLEEN	104,056	5,899	109,955
BILODEAU, JOSHUA	87,490	1,516	89,006
BISHOP, PAUL	50,548	13,872	64,421
BISSO, HEIDI	87,287	880	88,167
BLACKWELL, SUZANNE	15,565	417	15,982
BLAND, ERIC	77,852	2,990	80,842
BOLSTER, DAVID	28,959	1,785	30,744
BONOMO, MATTHEW	11,006	0	11,006
BORGES, JOANNE	25,456	510	25,966
BOSWORTH, ALBERT	2,746	0	2,746
BOSWORTH, ALEXIS	129,675	0	129,675
BOSWORTH, HENRY	278	0	278
BOSWORTH, RYAN	1,287	0	1,287
BOUDREAU, ERIN	4,016	225	4,241
BOUDREAU, STEVEN	77,757	7,072	84,829
BOUDREAU, SUSAN	684	0	684
BOUDREAU-HILL, DONNA	103,569	4,647	108,217
BOURGEOIS, CHRISTINE	27,749	2,577	30,326

BOURGOIN, CONNER	81,706	2,325	84,031
BOWDEN, DONNA	63,528	16,106	79,634
BOWES, NICOLE	965	0	965
BOYSON, JUDITH	22,965	1,858	24,824
BRACE, CHARLOTTE	26,695	1,800	28,495
BRADLEY, DOREEN	7,210	435	7,645
BRADLEY, MARK	5,254	0	5,254
BRADLEY, SHANNON	22,568	1,548	24,116
BRADLEY, TAMMIE	7,651	0	7,651
BRADLEY, THOMAS	1,305	0	1,305
BRANGIFORTE, CYNTHIA	87,046	481	87,527
BRENNAN, ANNE	30,455	1,061	31,516
BRENNAN, PAUL	48,415	11,309	59,724
BRENNER, PATRICIA	5,436	0	5,436
BRESETTE, ANNA	1,480	0	1,480
BRESNAHAN, DANIELLE	11,287	0	11,287
BRETON, ALENA	80,993	2,443	83,437
BRIDGFORD, GAYLE	89,583	3,606	93,189
BRIDLE, JESSICA	72,870	450	73,321
BRIGIDA, ROBERT	79,799	1,524	81,323
BRODERICK, LISA	64,574	1,933	66,507
BROOKS, HEIDI	21,141	640	21,781
BROOKS, NANCY	21,575	1,756	23,331
BROOKS, THOMAS	1,782	0	1,782
BRUFF, KIMBERLY	91,877	276	92,153
BRUNO, JAMIE	83,675	10,205	93,881
BRUNO, KELLY	25,028	500	25,528
BUCK, KATHRYN	65,136	7,090	72,226
BUDINGER, KATHERINE	85,801	935	86,735
BUHLER, SARAH	5,510	0	5,510
BUNYAN, BROOKE	3,386	0	3,386
BURGESS, MORGAN	8,188	380	8,568
BURGOYNE, BRIDGET	210	0	210
BURKE, JOSEPH	51,374	2,031	53,404
BURTON, JESSICA	87,287	0	87,287
BUSHEN, NATALEE	21,835	1,022	22,856
BYRNES, JOHN	88,749	434	89,183
CAHILL, KRISTEN	78,319	2,035	80,354
CAHILL, MATTHEW	488	0	488
CAISSIE, DAWN	70	0	70
CALIENDO, KATHY	77	0	77
CALIENDO, SUZANNE	50,506	597	51,103
CALLAHAN, CHLOE	95,492	13,329	108,820
CALLAHAN, DESTINY	1,123	0	1,123
CALLAHAN, LINDSEY	83,675	4,166	87,842

CALLAHAN, MICHELLE	495	0	495
CALLANAN, MADELINE	3,072	0	3,072
CALLANAN, SCOTT	87,287	3,910	91,197
CALVINO, NICOLE	13,761	0	13,761
CAMERON, ALLISON	90,070	276	90,346
CAMIRE, RICHARD	90,224	52	90,275
CAMPBELL, COURTNEY	88,262	82	88,343
CAMPBELL, MEGHAN	22,965	2,428	25,393
CAMUSO, NATASHA	91,104	11,222	102,326
CANAVAN, ASHLEY	87,775	197	87,972
CAPACHIETTI, CHRISTINA	300	0	300
CAPACHIETTI, COURTNEY	1,672	0	1,672
CAPPIELLO, ALYSSA	25,044	858	25,902
CAPPIELLO, NANCY	21,266	1,407	22,672
CAREW, LISA	1,844	0	1,844
CARFAGNO, ERICA	13,652	300	13,952
CARLETON, BRIAN	720	0	720
CARLETON, KATHRYN	95,735	8,849	104,585
CARLINO, LOREN	97,786	6,058	103,843
CARNEIRO MONTEIRO, DIEGO	4,985	0	4,985
CARON, ERIN	93,686	0	93,686
CARPENTIER, CHRISTOPHER	825	0	825
CARRIERE, EMILY	3,728	0	3,728
CARRIERE, LORRAINE	2,220	0	2,220
CARRILLO, MARY	56,865	2,619	59,484
CARTER, DANIEL	56,529	12,720	69,248
CARUSO, NINA	61,661	2,814	64,475
CARVER, NORMAN	56,892	0	56,892
CASEY, KATHLEEN	45,446	7,397	52,843
CASEY, RACHEL	61,564	3,831	65,395
CASSIDY, AMY	61,359	317	61,676
CASSIDY, PATRICK	89,095	423	89,518
CASTANEDA, JASON	1,337	0	1,337
CASTRONOVA, ALICIA	4,254	0	4,254
CATANZANO, VICTORIA	130	0	130
CATTOGGIO-NELSON, CARLY	23,024	425	23,449
CHAMBERS, GIANNA	731	0	731
CHAMBERS, VANESSA	57,364	317	57,681
CHAMPOUX, MARK	8,624	1,146	9,770
CHAPPIE, BARBARA	6,544	0	6,544
CHASAN, LISA	41,534	0	41,534
CHELLA, SARA	88,262	2,298	90,560
CINCOTTA, STEPHEN	60,163	593	60,757
CIPOLLE, JENNIFER	2,623	17	2,640
CLARK, KAREN	22,180	0	22,180

CLARK, KATHRYN	87,867	3,965	91,831
CLARK, SUSAN	100,104	0	100,104
CLASBY, BENJAMIN	59,444	5,106	64,550
CLINE, LIYANA	525	0	525
COHEN, JAY	840	0	840
COHEN, RACHEL	85,088	1,907	86,994
COLLEAMENO, AMANDA	2,394	0	2,394
COLLETTE, ALYSSA	1,100	0	1,100
COLLETTE, JACKLYN	660	0	660
CONDON, COLLEEN	800	0	800
CONLON, THOMAS	180	240	420
CONNELL, AMY	79,985	905	80,890
CONNELL, DAVID	600	0	600
CONNORS, STACEY	39,564	2,360	41,924
CONRAD, KATHLEEN	90,070	2,867	92,937
CONSTANTINO, KELLY	80,327	2,915	83,242
CONTALONIS, THOMAS	2,200	0	2,200
COOPER, LAUREN	81,706	0	81,706
CORDEIRO, VICTORIA	108,895	1,990	110,885
CORROW, TYLER	300	0	300
COSTA, LISA	87,287	380	87,668
COSTELLO, AMANDA	12,350	300	12,650
COSTELLO, ERIN	2,512	0	2,512
COTE, CHRISTINE	30,747	1,350	32,097
COUILLARD, KRISTEN	4,245	0	4,245
COURNOYER, LISA	93,825	794	94,619
CRACCHIOLO, KELLY	93,291	1,743	95,034
CREMIN, CHRISTINE	103,277	1,613	104,891
CREMIN, CONOR	2,877	0	2,877
CREMIN, MOLLY	4,136	0	4,136
CROTEAU, ADRIANA	20,663	927	21,591
CROWLEY, AMY	21,475	792	22,267
CROWLEY, HEATHER	5,336	85	5,421
CROWLEY, SHAYNA	957	0	957
CRUMB, CHERYL	92,218	2,438	94,657
CULHANE, ALICE	1,662	0	1,662
CUNNINGHAM, RYAN	21,044	1,037	22,082
CUNNINGHAM, STEFANI	8,230	375	8,605
CUNNINGHAM-ALLARD, JENNIFER	55,481	0	55,481
CURA, NURIA	970	0	970
CURLEY, ROSE	93,686	0	93,686
CUSICK, FRANCIS	87,775	18,405	106,180
CUTELIS, JAMES	2,490	0	2,490
CUTELIS, MARIA	70,191	15,404	85,594
CUTRONA, TODD	71,893	421	72,314

DALEY, DANIEL	56,521	2,580	59,101
DALEY, ELIZABETH	88,749	1,009	89,758
DANIEL, KENNAN	89,583	95	89,677
DARRIGO, JUSTIN	3,771	0	3,771
DATTILIO, MARCIA	12,711	300	13,011
DAVIS, MICHAEL	7,316	0	7,316
DEARING, MAURA	94,173	0	94,173
DECAROLIS, BRANDI	88,749	587	89,336
DECHELLIS, JILLIAN	4,918	0	4,918
DECKER, PAUL	55,779	9,222	65,000
DEFLUMERI, BEVERLY	83,675	602	84,277
DEFRANCESCO, STEPHEN	33,443	4,212	37,655
DELANEY, JENNIFER	1,646	0	1,646
DELLA PIANA, ANDREW	600	0	600
DELLORFANO, CATHERINE	22,568	2,488	25,056
DEMARTINIS, MICHAEL	56,432	35	56,466
DEMERS, MARC	97,298	8,389	105,687
DENTREMONT, ARIANNE	7,210	300	7,510
DEPIERRO, DANIELLE	3,658	0	3,658
DESISTO, KERRI	120	120	240
DESISTO, REBECCA	1,074	0	1,074
DESJARDINS, BRYAN	88,262	6,508	94,770
DESROCHERS, LISA	91,352	416	91,767
DEVEAU, KATHERINE	88,262	2,367	90,629
DEVINCENTIS, NICOLETTA	93,686	1,580	95,266
DEVITO, LYN	13,617	50	13,667
DIBBLE, SUZANNE	76,088	311	76,398
DIBIA, JESSICA	7,210	780	7,990
DICIOCCIO, NICHOLAS	120	0	120
DICK, MICHELLE	112,456	0	112,456
DIFELICE, ALLISON	28,957	1,013	29,970
DIGIOVANNI, SHYANN	61,564	875	62,439
DIPRIMA, JONATHAN	89,725	3,706	93,430
DIROCCO, BONNIE	2,300	0	2,300
DIROCCO, LEO	3,540	345	3,885
DOHERTY, DEREK	5,920	0	5,920
DOHERTY, EDWARD	1,200	0	1,200
DOHERTY, LAURIE	30,547	601	31,148
DOHERTY, MARIA	44,959	12,681	57,640
DOHERTY, MARISSA	350	0	350
DOHERTY, SUSAN	5,400	0	5,400
DOHERTY-FRONDUTO, CHRISTINE	44,082	5,048	49,129
DONAHUE, LISA	30,065	1,624	31,689
DONALDSON, ERIC	67,309	2,451	69,760
DONOFRIO, DEBORAH	13,812	144	13,956

DONOGHUE, JOHN	1,820	0	1,820
DOOLEY, CAROLYN	4,497	0	4,497
DOOLEY, JAMES	29,124	2,504	31,628
DOOLEY, LAURA	20,909	1,424	22,333
DOONAN, JANE	22,613	522	23,135
DOS SANTOS, HUGO	2,660	0	2,660
DRILLIO, JESTINE	9,810	0	9,810
DROUIN, ALEXANDRA	780	0	780
DROUIN, ALYSSA	3,090	0	3,090
DROUIN, RONALD	126,147	17,589	143,736
DRUM, SUSAN	87,441	10,316	97,757
DUBAY, JASON	59,719	51,582	111,302
DUFFETT, KENNETH	2,245	0	2,245
DUGGAN, TAMMY	690	0	690
DUNCAN, ANNE	2,700	0	2,700
DUPREWILSON, LAURA	560	0	560
DURHAM, LEANNE	843	0	843
EARLY, PAUL	88,407	3,895	92,302
EDGERTON, EAMON	90,070	39	90,109
EDSON, ELISE	53,653	843	54,496
EDWARDS, CORY	64,574	1,502	66,076
ELIASSAINT, CHYLYNN	629	0	629
ELLIOTT, RYLEE	10,481	2,368	12,848
ELLIOTT-MONTGOMERY, CYNTHIA	1,380	0	1,380
ELLIS, MADISON	85,482	881	86,363
ELLIS, MEAGAN	5,473	4,587	10,059
ELWELL, JOANNE	30,901	1,224	32,125
ENGELKEN, MELISSA	89,095	5,280	94,375
ENOS, RYAN	61,564	2,022	63,586
ENOS, TERESA	81,037	3,488	84,525
ESCOTT, MEGAN	25,028	0	25,028
ESKENAS, BETH	16,031	0	16,031
ESPAILLAT, JENNIFER	87,287	174	87,462
ESTES, RACHAEL	1,562	0	1,562
EVANGELISTA, JOANNA	24,499	12,595	37,094
EVANGELISTA, NICOLETTE	3,880	0	3,880
FABIANO, JULIA	91,345	11,293	102,638
FABIANO, WILLIAM	89,583	173	89,755
FAHEY, MEREDITH	26,695	150	26,845
FALETRA, MARCELLA	24,231	1,675	25,906
FANNING, LEAH	3,342	0	3,342
FARNHAM, JAYNE	13,701	0	13,701
FEELEY, TIMOTHY	68,070	1,716	69,786
FEHR, CAITLIN	26,644	0	26,644
FELKER, MELANIE	69,521	14,520	84,041

FERRARA, SANDRA	91,136	1,918	93,054
FERRY, CAROL	3,366	0	3,366
FIELD, PAULINE	38,445	60	38,505
FILIBERTO, SARAH	87,775	259	88,033
FILLMORE, GWEN	2,985	0	2,985
FINNEGAN, CAITLYN	4,713	0	4,713
FINNEGAN, STACEY	24,499	1,935	26,434
FINNERAN, EDWARD	87,441	3,697	91,139
FISK, MARY	17,617	0	17,617
FLAHERTY, HELEN	4,394	0	4,394
FLAHERTY, MARGARET	20,346	0	20,346
FLAMMIA, SUZANNE	7,396	0	7,396
FLOOD, NICOLE	85,849	2,552	88,401
FLORIA, TIFFANY	28,111	0	28,111
FLYNN, CHRISTINE	6,691	0	6,691
FLYNN, RYAN	120	0	120
FORAN, ROBIN	30,793	3,248	34,041
FORGIONE, DAVID	180	0	180
FORTI, JUSTINE	6,167	0	6,167
FORTI, MELANIE	12,382	15	12,397
FORTUNATA, VICTORIA	2,831	0	2,831
FOWLER, ANNE	51	0	51
FOX, KELLY	27,749	0	27,749
FOX, LAURA	930	0	930
FRANCIS, CATHERINE	29,137	3,955	33,092
FRECHETTE, DEVIN	3,695	0	3,695
FRECHETTE, KALLIE	1,901	0	1,901
FRECHETTE, KIERA	1,796	0	1,796
FREITAS, ROBERTA	6,413	0	6,413
FREY, ERIN	350	0	350
FROIO, CHERYL	29,870	589	30,460
FROST, KEITH	43,113	343	43,456
GAGNE, CATHERINE	94,173	4,104	98,278
GAGNON, CHRISTOPHER	100,617	5,034	105,651
GALLANT, COLLEEN	1,953	0	1,953
GALLELLA, ELIZABETH	3,186	0	3,186
GALLELLA, ERIN	6,906	0	6,906
GALLIGAN, PATRICK	88,749	0	88,749
GAMBY, KERRY	1,959	0	1,959
GARABEDIAN, BRIDGET	3,000	0	3,000
GARCIA, GENEVA	3,833	0	3,833
GARRITY, DIANE	2,038	0	2,038
GARRITY, JESSICA	81,706	1,363	83,069
GARVEY, JOANNE	87,287	203	87,491
GEAR, DIANE	8,247	0	8,247

GEORGOPOULOS, SANDRA	9,694	708	10,402
GERENZ, CATHERINE	87,775	1,399	89,173
GERMAIN, HOLLY	89,310	1,585	90,895
GERRISH, MARY	134,867	6,966	141,834
GERRY, AMANDA	1,898	0	1,898
GERRY, ANN	56,812	837	57,649
GIAIMO, JULIA	4,253	0	4,253
GIANSIRACUSA, CRAIG	840	0	840
GIASULLO, DIANA	660	0	660
GIBSON, KERRY	2,100	0	2,100
GILL, KRISTEN	405	0	405
GILLESPIE, JENNIFER	88,109	18,399	106,509
GILLESPIE, MICHAEL	87,928	9,360	97,288
GILLESPIE, SARAH	2,812	0	2,812
GILLOTTE, SARAH	93,686	311	93,997
GINSBURG, MOLLY	3,882	0	3,882
GIRIBALDI, DAVID	1,975	0	1,975
GLASS, DEBRA	79,521	4,334	83,855
GLASSBERG, KYLE	77,971	29,230	107,201
GLIDDEN, BRIAN	52,145	2,575	54,720
GLOOR, AURORA	280	0	280
GODIN, JESSE	800	0	800
GODIN-SMALL, HEATHER	27,749	5,125	32,875
GONSALVES, DONNA	2,420	0	2,420
GONZALEZ, CARLOS	135	0	135
GORDON, JANET	91,877	0	91,877
GORMAN, ANNA	968	0	968
GOSSE, NIKOLE	750	0	750
GOSSE, WILLIAM	3,713	0	3,713
GOUTHRO, BRIAN	88,844	10,210	99,054
GRAASKAMP, DOROTHY	103,569	1,185	104,754
GRACE, HEATHER	88,262	2,650	90,912
GRAFFEO, COURTNEY	64,574	9,284	73,859
GRAFFEO, DEAN	2,245	0	2,245
GRAFFEO, DEREK	9,070	0	9,070
GRAFFEO, STEPHANIE	4,690	0	4,690
GRANADA, PATRICIA	1,291	0	1,291
GRAZIANO, ANDREA	10,106	300	10,406
GREENHALGH, DANIELLE	4,233	0	4,233
GREENWOOD, CAITLYN	5,632	0	5,632
GREENWOOD, DIANA	28,621	135	28,756
GREENWOOD, JASON	4,600	0	4,600
GRIFFIN, CARA	87,287	3,555	90,842
GRIFFIN, JENNIFER	27,451	435	27,886
GRILO, RAQUEL	760	0	760

GROUX, MARY	87,775	2,306	90,081
GUIDA, MARIE	26,475	1,649	28,124
GUSTUS, GERALD	11,925	0	11,925
GUSTUS, SARAH	180	180	360
GUTTADAURO, DEBORAH	20,872	1,836	22,708
HAGGERTY, JASON	13,962	5,221	19,183
HALE, SARAH	68,070	317	68,387
HALL, SAMANTHA	81,706	1,101	82,807
HALLORAN, GAIL	210	0	210
HAMILTON, GAIL	11,536	0	11,536
HAMLIN, MARK	56,523	30,016	86,539
HAMMERS, JULIA	68,070	981	69,051
HANCOCK, MICHAEL	87,287	1,518	88,806
HANCOCK-MCGRATH, SARAH	1,285	0	1,285
HARDING, JAY	124,267	6,395	130,662
HARNE, DAVID	89,583	105	89,687
HARRINGTON, JACLYN	750	0	750
HARRIS, TAMIE	16,289	2,250	18,539
HART, WILLIAM	121,658	1,500	123,158
HARVEY, KRISTINE	1,244	75	1,319
HARVIE, JOY	1,173	0	1,173
HASLAM, JACQUELINE	1,750	0	1,750
HAYES, ALISON	65,315	0	65,315
HAYWARD, MACKENZIE	61,564	3,510	65,074
HEALEY, JOANN	34,890	317	35,207
HEALEY, SHARON	1,708	0	1,708
HEARTQUIST, JACOB	2,575	0	2,575
HEARTQUIST, TAMMIE	92,712	5,676	98,388
HEATHMAN, REBECCA	10,770	496	11,266
HENG, HOEUN	3,130	0	3,130
HENRY, KATHLEEN	90,902	1,527	92,429
HICKEY, BRIAN	5,194	0	5,194
HIGGINS, JODI	90,557	618	91,174
HILLSON, KIMBERLY	94,173	380	94,553
HINES, MARIE	64,574	5,675	70,249
HIRTLE, MARYELLEN	88,749	3,848	92,597
HODGSON, KAREN	95,524	19,442	114,966
HOGAN, SUSAN	93,686	5,937	99,624
HONAN, CANDICE	2,328	0	2,328
HOOPER, ANDREA	4,700	0	4,700
HOWE, SUSAN	90,798	10,412	101,210
HUNNELL, LEONARD	2,950	0	2,950
HYLAND, LORI	104,056	1,864	105,920
HYNES, KIM	91,044	7,892	98,936
HYNES, SCOTT	8,906	0	8,906

IANDOLI, AMY	13,565	0	13,565
IANDOLI, BRIANNA	1,480	0	1,480
IANNACCI, DOMINIC	6,375	0	6,375
IANNACCI, LYNN	33,116	1,199	34,314
IANNUZZI, JENNIFER	12,306	300	12,606
IMPERILLO, KRISTIN	47,856	6,207	54,063
IMPINK, PAIGE	1,215	0	1,215
INSOGNA, JEREMY	1,185	0	1,185
INSOGNA, PAIGE	428	0	428
IRWIN, MOLLY	60,942	317	61,259
JEAN-CHARLES, MELISSA	905	0	905
JENNINGS, MARIANA	1,512	0	1,512
JENNINGS, MICHELLE	44,472	169	44,641
JIMENEZ, JONAS	180	0	180
JOHNSON, ANDREE	102,408	0	102,408
JOHNSON, GAIL	75,901	7,540	83,441
JOHNSON, MONICA	25,028	1,721	26,749
JOHNSON, SHAUN	1,795	0	1,795
JOHNSTON, KIMBERLY	97,786	2,425	100,211
JORDAN, ANDREW	21,266	1,263	22,528
JOYCE, BARBARA	60,657	0	60,657
JOYCE, DANIELLE	7,967	0	7,967
JOYCE, KELLY	26,475	9,325	35,800
JOYCE, KERRY	44,771	0	44,771
KARCHNAKOVA, LUCIA	2,826	0	2,826
KARLBERG, ROSEANN	6,781	0	6,781
KASPRZAK, STEVEN	72,310	13,133	85,443
KASSNER, DANIEL	59,176	0	59,176
KAUR, DAVINDER	6,135	0	6,135
KAZANJIAN, ALLYSON	23,290	5,243	28,533
KEARNS, PATRICIA	66,333	150	66,483
KEELEY, BONNIE	552	0	552
KEENE, RICHARD	4,673	0	4,673
KELLEHER, MARY	95,587	9,403	104,990
KELLY, JENNIFER	91,950	1,769	93,720
KENDRICK, MEREDITH	77,757	593	78,350
KENNEY, ELEANOR	8,208	0	8,208
KEOUGH, TYLER	60	0	60
KHAN, KIMBERLY	92,712	3,014	95,726
KILLEEN, EMILY	70,171	904	71,074
KING, RYAN	1,058	0	1,058
KLING, JOYCE	28,302	5,257	33,559
KNYFF, MAEVE	345	0	345
KORSLUND, KATHY	78,036	2,392	80,429
KOSIBA, KRISTEN	92,466	758	93,224

KOURAFALOS, DAWN	5,688	29	5,718
KRAMER, ELIZABETH	85,801	5,873	91,674
KRAYTENBERG, DEBRA	77,062	12,511	89,573
KRZESINSKI, PAIGE	3,587	0	3,587
LAMARCHE, PATRICK	55,151	24,767	79,918
LANE, BRITTON	6,140	0	6,140
LANE, JAIME	97,786	2,548	100,333
LANE, MELISSA	83,708	2,474	86,181
LANGDON, SCOT	10,328	872	11,199
LANGLAIS, RENEE	92,364	963	93,326
LANOUE, KATHRYN	45,943	2,450	48,392
LAPERRIERE, LISA	24,092	5,735	29,827
LAPIERRE, NICOLE	97,426	7,892	105,318
LARKIN, KATHLEEN	11,694	300	11,994
LAVINE, BRIANNA	79,248	1,740	80,988
LE, BRENDEN	90,207	3,977	94,184
LEALDINI-DUDLEY, MARIA	91,518	5,801	97,320
LEFEBVRE, ALAN	29,870	2,299	32,169
LEGGERI, MACKENZIE	62,918	2,227	65,144
LEGRAND, KODIE	2,212	0	2,212
LEGVOLD, CHARITY	87,775	1,205	88,979
LEMKE, LAURA	87,126	3,908	91,034
LENNON, CAROL	7,260	120	7,379
LEONE, BROOKE	2,081	0	2,081
LEONE, DYLAN	2,500	0	2,500
LESLIE, RHIANNON	1,600	0	1,600
LEVINE-BOGOSIAN, ASHLEY	4,278	550	4,828
LEVINS, SHELBY	3,238	425	3,663
LEWIS, KAYDEN	1,782	0	1,782
LIBBY, DAVID	143,173	11,698	154,871
LIBBY, ISABELLE	1,035	0	1,035
LIGHTFIELD, GAVRIELLA	5,006	0	5,006
LIGOTTI, FRANCESCA	260	0	260
LINDSEY, EILEEN	95,979	1,308	97,287
LINDSEY, JOHN	59,444	317	59,761
LINGAREDDY, SIVAMARUTHI	26,695	3,764	30,459
LISIECKI, EMILY	3,180	0	3,180
LOCKWOOD, JESSLYN	64,574	345	64,919
LOMBARD, VIRGINIA	5,715	0	5,715
LOMBARDI, TARA	555	0	555
LONG, ANDREW	141,395	2,586	143,981
LONG, SARAH	2,729	23	2,752
LOPEZ, DIANA	3,090	0	3,090
LOPEZ, WILMARIE	285	0	285
LOURENCO, PRISCILLA	25	0	25

LUPPI, ALLISON	6,040	0	6,040
LUTKEVICH, AMY	15,188	504	15,692
LYNCH, JOAN	103,569	7,018	110,587
LYNCH, TARA	22,613	450	23,063
MACCALLUM, MADISON	400	0	400
MACDONALD, MARY	4,673	0	4,673
MACKEEN, JESSICA	26,378	8,577	34,955
MACKINNON, JILLIAN	105	0	105
MACLEOD, ALLAN	85,801	938	86,739
MACMULLIN, ANDREA	92,457	6,463	98,920
MADDEN, MARGUERITE	31,300	865	32,165
MAGSARILI, KAITLIN	87,608	276	87,884
MAGUE, PETER	6,579	0	6,579
MAGUIRE, DANIEL	10,728	689	11,417
MAHANNA, CHRISTOPHER	61,403	16,792	78,195
MAHON, AVA	383	0	383
MAHONEY, BAILEY	93,706	1,845	95,551
MAHONEY, EILEEN	2,585	0	2,585
MAHONEY, JEANNE	800	0	800
MAHONEY, KELLY	81,706	4,110	85,816
MAIA, PATRICIA	52,270	317	52,587
MALFA, PAULA	22,568	321	22,889
MALIZIA, DAKOTA	551	0	551
MALONE, MICHELLE	17,494	0	17,494
MANETTA, GINA	11,898	0	11,898
MANGAN, CULLEN	1,070	0	1,070
MANISCALCO, REESE	2,134	0	2,134
MANSON, JULIANA	360	0	360
MANSON, ROBERT	4,200	0	4,200
MARCHAND, JON	93,784	38,303	132,087
MARCHELLETTA, ALYSSA	3,115	0	3,115
MARCLEY, ELLISA	2,795	0	2,795
MARINO, AMANDA	10,740	380	11,119
MARQUES, ALANAH	300	0	300
MARQUEZ, ELIZABETH	13,019	300	13,319
MARQUIS, PAIGE	71,332	17,321	88,653
MARTEL, AMANDA	89,902	1,555	91,457
MARTEL, GRETCHEN	97,786	1,555	99,341
MARTIN, DANIEL	8,190	11,425	19,616
MARTIN, SHAUN	180	0	180
MARTINEZ, TANIA	3,325	0	3,325
MATAI, SYDNEY	420	0	420
MATAMOROS, CHRISTIAN	23,823	2,406	26,228
MATTUCHIO, MAXIMUS	180	0	180
MATTUCHIO, NATALIE	345	0	345

MATUMBI, DOREEN	338	0	338
MAXWELL, VINCENT	19,116	0	19,116
MCANDREWS, PATRICK	36,821	0	36,821
MCAULIFFE, MICHELLE	1,342	0	1,342
MCCABE, ROBERT	8,086	7,500	15,586
MCCARRON, TIMOTHY	24,917	0	24,917
MCCARTHY, AMANDA	81,706	5,885	87,592
MCCLELLAN, MAUREEN	750	0	750
MCCLUSKEY-SAPIA, LUCIA	4,117	300	4,417
MCDERMOTT, LORI	149,537	7,040	156,577
MCDONALD, JESSIKA	1,474	0	1,474
MCGINN, MARYBETH	94,270	3,615	97,885
MCGRATH, MICHELLE	92,364	4,501	96,865
MCGREGOR FAY, ANNE	88,749	0	88,749
MCHENRY, TIFFANY	83,675	1,730	85,405
MCINNES, JUDI	138,896	1,500	140,396
MCINTYRE, DENISE	40,783	0	40,783
MCINTYRE, ERIN	5,829	0	5,829
MCINTYRE, LAUREN	11,473	0	11,473
MCKENNA, JOEL	100	0	100
MCNEIL, SUSAN	6,595	0	6,595
MCNEIL, TAYLOR	68,070	5,821	73,891
MELLO, MARGARET	5,265	0	5,265
MELLONI, MARY JO	1,508	0	1,508
MELLY, CHARLAINE	90,070	1,567	91,637
MELO, BRANDON	3,750	0	3,750
MELO, SARA	7,750	0	7,750
MEMMOLO, GAIL	90	0	90
MENDEZ, CRYSTALEE	1,550	0	1,550
MENDOZA, ALEX	26,853	0	26,853
MERCIER, KELLY	58,181	1,373	59,553
MERLINO, ANDREA	14,417	0	14,417
MERRILL, JENNIFER	77,148	1,218	78,366
MERRILL, KAILEIGH	1,518	0	1,518
MEUSE, BRENDA	87,775	1,469	89,243
MEUSE, DONNA	6,602	0	6,602
MEUSE, SUSAN	63,731	963	64,693
MEZIANE, JOANNE	88,262	0	88,262
MICAL, MICHAELA	2,669	0	2,669
MICHALIDES, MONICA	5,112	0	5,112
MICHEL, LISA	5,131	0	5,131
MIDDLETON, JUDITH	90,557	918	91,475
MIGNAULT, JOEL	68,514	20,613	89,127
MIGNON, HALEY	4,399	0	4,399
MILLER, KEVIN	75,832	108	75,940

MILLER, SANDRA	66,290	411	66,700
MILLIGAN, JENNIFER	85,801	3,214	89,014
MIRANDA, SHANNON	91,877	1,081	92,958
MKRTCHYAN-SHAHANIAN, ELINAR	1,526	0	1,526
MODICA, CARRIE-ANNE	21,899	806	22,705
MOFFAT, DAVID	88,469	11,890	100,359
MOLEA, TERESA	86,288	449	86,736
MOLLOY, PETER	88,262	100	88,362
MONBLEAU, KIRK	87,287	6,226	93,514
MOORE, JENNIFER	16,816	321	17,137
MORRILL, KATHLEEN	90,070	2,381	92,451
MORRILL, THOMAS	94,173	19,284	113,457
MORRIS, CHARLOTTE	1,894	0	1,894
MORRIS, SCOTT	3,725	0	3,725
MOYNIHAN, MAUREEN	29,270	0	29,270
MROZOWSKI, JENNIFER	104,056	5,568	109,624
MUGFORD, DEBRALEE	91,822	0	91,822
MUISE, KEVIN	90,649	78	90,727
MULHOLLAND, STACEY	92,712	1,509	94,221
MULLOY, SHERI	88,749	940	89,689
MULNO, SUSAN	92,364	2,401	94,765
MULVANEY, STEPHANIE	16,380	0	16,380
MUNN GRIFFIN, BETH	1,403	0	1,403
MURPHY, ERIN	81,739	15,881	97,620
MURPHY, JENNIFER	75,809	3,062	78,871
MURPHY, KATELYN	85,482	1,049	86,530
MURRAY, KARA	88,749	4,531	93,280
NASHAWATY, JILLIAN	81,706	4,582	86,289
NASTARI, LAUREN	80,069	6,092	86,161
NASTASI, MARIELLEN	96,466	3,594	100,059
NAUGHTON, JULIE	21,475	1,293	22,768
NAYAK, SUVRANGANA	667	0	667
NILES, ADRIANNA	710	0	710
NILES, EMILY	89,249	4,901	94,150
NOBERINI, JAIME	89,861	1,378	91,240
NOEL, EMILY	76,650	1,470	78,120
NORDBRUCH, AVA	2,498	0	2,498
NORTON, PAUL	5,374	0	5,374
NOYES, LYNN	42,445	2,508	44,953
OATES, KAITLYN	1,200	0	1,200
OBRIEN, CHRISTIAN	68,148	50,465	118,613
OBRIEN, SHAUN	45,893	25,653	71,546
OBRIEN, TIFFANY	19,460	0	19,460
ODONNELL, DOROTHY	11,002	300	11,302
ODONNELL, GAIL	1,988	0	1,988

OHARE, NANCY	45,113	18,860	63,973
OHEARN, REBECCA	2,726	0	2,726
OKEEFE, ABIGAIL	915	0	915
OKEEFE, BENJAMIN	120	0	120
OKEEFE, STEPHEN	3,658	0	3,658
OLEARY, SEAN	124,023	3,428	127,451
OLEVSKY, TIMOTHY	86,285	3,477	89,762
OLIINYK, KARA	600	0	600
OLIVER, MAXINE	1,981	0	1,981
ONANIAN, MADISON	2,340	0	2,340
ONEIL, NICOLE	966	0	966
OREM, OLIVIA	260	0	260
OSBORNE, M EILEEN	127,539	10,943	138,483
OTERI, SARAH	5,920	0	5,920
OTERO, COURTNEY	61,564	2,309	63,874
OTIS, JAMES	77,412	831	78,243
OTTAVIANO, KARRIE	3,809	0	3,809
OWEN, MOLLY	660	0	660
OWEN, SYDNEY	580	0	580
PACHECO, BROOKE	75,842	13,589	89,430
PAGE, BRADY	45,475	317	45,792
PAGE, MELANIE	1,931	0	1,931
PAGE, RONALD	27,265	6,118	33,382
PAGONES, MARIA	64,574	5,159	69,734
PAIGE, JILLIAN	7,316	0	7,316
PALANGE, ALISSA	87,775	5,839	93,614
PAQUETTE, KAITLYN	65,596	0	65,596
PAQUETTE, NICOLE	2,442	0	2,442
PARADIS, STACEY	86,810	1,438	88,247
PARISI, ELIZABETH	51,908	0	51,908
PARKER, STEPHEN	2,510	0	2,510
PARRAVANO, ELEANORA	61,564	3,744	65,308
PARRELLA, NICHOLE	70,445	6,783	77,228
PARSONS, NICHOLAS	2,250	0	2,250
PARSONS, TAMA	3,658	0	3,658
PASCIUTO, FRANCESCA	61,564	352	61,916
PASQUAROSA, MILISSA	1,023	0	1,023
PATEL, KUJAN	2,082	0	2,082
PATTERSON, BARRY	55,385	52,501	107,887
PATTERSON, ROLAND	62,753	50,066	112,819
PAWLICK, JOSEPH	4,359	300	4,659
PAZZANESE, DANIEL	4,080	0	4,080
PEACH, KELLY	25,850	1,745	27,594
PECCI, TATUM	6,417	600	7,017
PELLEGRINO, CELESTE	64,943	10,128	75,070

PELLETIER, RICHARD	160,422	6,868	167,290
PELOQUIN, CYNTHIA	95,645	39	95,684
PENZA, FREDERICK	1,920	0	1,920
PEREIRA, KAMRYN	5,267	0	5,267
PEREIRA, KENNEDY	3,086	0	3,086
PERELLI, LAURA	80,376	0	80,376
PERRON, ARIANA	450	0	450
PERRY, TYLER	16,223	415	16,638
PESTANA, HENRY	388	0	388
PETERS, ASHLEY	42,755	3,544	46,299
PETERSON, ASHLEY	89,736	538	90,275
PETRIE, KRISTINA	828	0	828
PHINNEY, ROBERT	52,469	18,619	71,089
PICCOLO, AVA	135	0	135
PIERCE, MADISON	900	0	900
PIERCE, SHARON	17,697	0	17,697
PIFALO, STEPHEN	95,175	0	95,175
PILLAI, GOWRISUVITHA	24,577	1,081	25,657
PILOTTE, MAURA	58,781	650	59,431
PIRES RODRIGUES, LUCIMARA	4,321	0	4,321
POGGIO, ROSE	67,277	3,385	70,662
POLIMENO, ALEXIS	120	0	120
POLIMENO, KATELYN	200	0	200
POLIMENO, KRISTEN	1,120	0	1,120
POLIMENO, MICHAEL	60	0	60
POLK-THULLA, MARY	3,468	0	3,468
PONTES, ANTHONY	5,920	0	5,920
PONTES, SARAH	2,634	0	2,634
PORELL, JOHN	2,170	0	2,170
POTTURI, VENKATA	25,028	1,615	26,643
POWDERLY, PATRICIA	1,526	0	1,526
PRICE, JENNIFER	90,369	2,747	93,116
PRICE, MICHAEL	9,429	0	9,429
PRICE, RENEE	19,452	16,784	36,236
PRIETO, ELIZABETH	2,162	0	2,162
PRUNIER, JUSTIN	50,896	31,567	82,463
PUCCIO, ERICA	10,640	0	10,640
PULEO, SHAYLEE	4,627	0	4,627
PULLO, JOSEPHINE	3,618	0	3,618
PUMA, DUSTINE	94,897	3,496	98,393
PUMA, MAYA	1,232	0	1,232
RAFIQ, FAUZIA	26,475	0	26,475
RAGUCCI, FELICIA	1,650	0	1,650
RAGUCCI, GIANNA	150	0	150
RAGUCCI, KRISTIN	4,050	0	4,050

RAMASKA, CINDY	100,617	1,006	101,623
RAMOS, NAYOMI	7,330	312	7,643
RANDALL, ERICA	36,954	1,525	38,479
RASHEED, SHUMAILA	2,660	0	2,660
RATTEY, CHRISTOPHER	2,444	0	2,444
RAUSEO, CANDACE	75	0	75
RAUSEO, MAURA	71,310	2,251	73,560
RAWLINSON, FELICIA	131,442	3,437	134,879
REARDON, AMANDA	87,287	345	87,633
REGAN, JULIE	29,870	6,454	36,325
REGAN, SAMANTHA	528	0	528
RENNELL, LINDA	7,350	0	7,350
REPPUCCI, DIANE	20,447	0	20,447
REYES, JANET	60,176	104	60,280
REYNOLDS, CHRISTENA	1,465	0	1,465
RICHARD, CHRISTA	16,201	5,227	21,428
RICHARD, LINDSAY	3,768	0	3,768
RIEGER, JUDE	90,902	0	90,902
RING, KELSEY	81,706	5,061	86,768
RIORDAN, MOLLY	56,431	200	56,631
RIPLEY, KELSEY	2,989	0	2,989
RIVERA, MEAGHAN	21,266	1,556	22,822
ROBERTS, BRITTANY	93,199	1,843	95,042
ROBERTSON, MICHELLE	3,253	0	3,253
ROBINSON, JILL	75,228	7,895	83,123
ROBINSON, MEGAN	93,932	1,242	95,173
ROBINSON, WILLIAM	38,290	4,426	42,716
ROCK, SHAWN	64,113	0	64,113
RODGERS, KRISTI	88,749	2,235	90,984
ROGERS, ROBERT	110,146	5,990	116,135
ROMANO, KRISTIN	92,030	0	92,030
RONCHETTI, THERESA	1,925	0	1,925
ROONEY, CORINNE	56,529	16,950	73,478
ROSSI, KAREN	73,279	200	73,479
ROTMAN, KATHERINE	9,973	0	9,973
ROUFF, FRANCESCA	103,723	5,989	109,712
ROWE, KIMBERLEY	22,821	8,022	30,843
ROWE, VICTORIA	2,295	0	2,295
ROY, CONSTANCE	9,810	1,094	10,903
RUIZ, ARIANNA	24,437	1,773	26,210
RUSSELL, JOSEPH	22,635	0	22,635
RUSSELL, MARK	38,532	3,306	41,839
RUSSO, CAITLIN	1,972	0	1,972
RUSSO, KIMBERLY	97,026	0	97,026
RUSSO, RICHARD	2,250	0	2,250

RYAN, JULIEANN	72,310	2,347	74,656
RYAN, MELANIE	87,287	104	87,391
RYAN, SHELLI-AN	90,165	20,552	110,716
RYDER, BLAKE	180	0	180
SABILLON, NORA	35,980	440	36,420
SADLER, SHEILA	93,686	224	93,911
SANDBERG, MELISSA	4,964	300	5,264
SANDERSON, ERIN	1,716	0	1,716
SANSOUCIE, SARA	92,712	2,122	94,834
SANTANA RIVERA, ILIABEL	427	0	427
SANTORO, JOSEPH	1,995	0	1,995
SANTOS, CHRISTINE	3,330	0	3,330
SARCIONE, KRISTI	90,557	44	90,601
SAUNDERS, DIANA	3,713	0	3,713
SAUNDERS, PAUL	4,489	0	4,489
SAUNDERS, WILLIAM	33,624	656	34,279
SCALLI, SHAY	2,051	0	2,051
SCARPA, JADE	85,801	864	86,664
SCHAEFER, VICTORIA	78,319	1,021	79,340
SCHRIMPF, SIENNA	3,165	0	3,165
SCIALDONE, KELLY	90,070	656	90,725
SCIARAPPA, CATHERINE	4,994	0	4,994
SCOTT, SHAWN	3,713	0	3,713
SCROOC, KYLE	105	0	105
SCULLY, MARGARET	75,738	0	75,738
SELISSEN, JEANNE	92,364	431	92,795
SERINO, JULIE	80,975	4,814	85,789
SHANAHAN, STEPHANIE	21,266	867	22,133
SHAO, DANI	95,492	518	96,009
SHEAHAN, KRISTINA	93,686	748	94,434
SHEEHY, RYAN	3,713	0	3,713
SHIMKUS, JAMES	53,277	5,564	58,842
SHIRKOFF, PAMELA	103,569	20,755	124,324
SHIRKOFF, ROBERT	103,082	6,678	109,760
SHRIVER, SHAYNA	1,375	0	1,375
SILVA, CHERYL	30,547	739	31,286
SILVERIO, MICHELLE	84,019	6,209	90,228
SINCLAIR, ELAINE	91,877	2,937	94,814
SKAALAND, CARINA	29,708	1,504	31,212
SLATTERY, HANNAH	1,782	0	1,782
SMALLIDGE, DELANEY	3,758	0	3,758
SMALLIDGE, MARY	56,521	317	56,838
SMALLIDGE, NICOLE	97,786	12,962	110,747
SMITH, CHRISTINE	87,287	5,310	92,597
SMITH, JESSICA	4,800	0	4,800

SMITH, MARIE	87,287	4,288	91,576
SMITH, RETTA	15,344	0	15,344
SMITH, TRACY	4,509	0	4,509
SMITH-DOCKHAM, ALISSA	87,775	3,729	91,503
SOCCI, MARIA	37,676	0	37,676
SOKOL, SUSAN	28,202	645	28,847
SORDILLO, DENISE	17,088	0	17,088
SOUDER, CHRISTINA	86,198	3,457	89,656
SOUSA, LISA	975	0	975
SOUZA, BRITTNEY	5,920	0	5,920
SOUZA, FLORENCE	94,695	29	94,724
SPANO, NICOLE	1,631	50	1,681
SPATOLA, ASHLEY	86,288	1,622	87,910
SPELLER, ASHA	2,195	0	2,195
SPEZZANO, LORI	29,870	7,335	37,205
SPICER, LAUREN	49,517	17	49,534
SPINALI, CAROLINE	30,915	8,229	39,144
SPONZO, JODI	87,288	242	87,530
SPRINGER, HANNAH	52,659	907	53,566
SPURRELL, DONNA	360	0	360
STAMP, JASON	139,660	2,500	142,160
STANIEICH, CATHERINE	27,749	1,645	29,394
STAPLES, BRIAN	30,359	3,418	33,777
STAPLES, KATHERINE	7,996	0	7,996
STARKEY, DARYN	70,381	518	70,899
STEIN, DAVID	10,360	0	10,360
STEWART, LOREN	7,541	0	7,541
STILIAN, MICHELLE	64,574	662	65,236
STILL, STACY	21,953	2,800	24,752
STOKES, KAITLYN	3,755	0	3,755
STONE, JEFFREY	825	0	825
STONE, KIMBERLY	94,752	276	95,028
STOREY, AMELIA	593	0	593
STRICKLER, CHRISTINE	89,583	1,949	91,531
STRICKLER, JULIA	1,782	0	1,782
STRONACH, RICHARD	57,179	17,074	74,253
SULLIVAN, ASHLEY	92,744	858	93,602
SULLIVAN, BARRY	52,634	1,068	53,701
SULLIVAN, ERIN	6,834	1,170	8,004
SULLIVAN, JAMES	91,597	9,571	101,168
SULLIVAN, KEITH	563	0	563
SULLIVAN, LAURA	29,138	487	29,625
SULLIVAN, MARIA	2,475	4,478	6,953
SULLIVAN, OLIVIA	1,537	105	1,642
SULLIVAN, YVETTE	1,106	0	1,106

SULLIVAN, ZACHARY	345	0	345
SURRAN, KATHLEEN	5,227	0	5,227
SUTHERLAND, PATRICIA	537	0	537
SWANSON, ERIN	91,427	0	91,427
SWEENEY, CHARLES	32,958	0	32,958
SWEETAPPLE, EMMA	77,848	3,671	81,519
SYLVERT, RUTH	5,864	0	5,864
SZUM, LAURA	90,902	2,238	93,140
TAGGART, JULIE	89,583	2,518	92,101
TARIRA, GLADYS	4,165	0	4,165
TAYLOR, ALICIA	49,102	3,976	53,078
TEIXEIRA, DANIEL	7,210	600	7,810
TERRASI, MARISSA	2,071	0	2,071
TERRY, KIM	61,632	138	61,770
TETRAULT, LAURA	10,310	0	10,310
THAP, JOANNE	1,694	0	1,694
THARRETT, CANDACE	110,922	6,464	117,385
THARRETT, MADISON	690	0	690
THAYAAPARAN, SUGARNA	11,214	300	11,514
THEISEN, ANNE	26,306	4,345	30,651
THERIAULT-REGAN, BRENDA	208,190	19,311	227,501
THIBAUT, MAUREEN	28,260	0	28,260
THUILLIER, PETER	11,424	38,988	50,412
TIDD, JENNIFER	5,897	0	5,897
TIERNEY, LAUREN	83,476	1,036	84,512
TIERNEY, MARYBETH	20,699	6,066	26,764
TIRABASSI, MELANIE	43,537	0	43,537
TIWARI, PRATIBHA	3,283	0	3,283
TOGNARELLI, MELISSA	600	0	600
TOMASI, LESLIE	3,663	300	3,963
TORNAME, NANCY	13,208	0	13,208
TORRA, TRACY	988	0	988
TRAMONTE, LISA	80,062	4,530	84,592
TRANT, DAVID	4,650	0	4,650
TRANT, LINDA	300	0	300
TRANT, PAUL	3,000	0	3,000
TRANT, TIERNEY	1,510	0	1,510
TRANT, TIFFANY	103,082	718	103,800
TRANT, TRACE	6,900	0	6,900
TREVOR, ALYSE	80,294	831	81,124
TRODDEN, TYLER	180	0	180
TRUDEAU, SUSANNE	35,438	0	35,438
TRYDER, TINA	35,438	2,327	37,764
TSAKALAKOS, SARAH	89,577	8,803	98,380
TUMMINELLI, CORY	2,453	0	2,453

TURGEON, SARAH	22,594	0	22,594
VALCOURT, KRISTINA	79,507	2,843	82,350
VANGORDER, LAUREN	31,470	8,102	39,572
VENTURA, CATHERINE	104,056	207	104,263
VILLETT, RYAN	44,909	891	45,800
WAHL, YUMIKO	16,289	2,455	18,744
WALDRON, SEAN	77,757	8,582	86,339
WALDRON, TYLER	1,155	0	1,155
WALKER, JAMIE	2,300	0	2,300
WALKER, KERRY	4,563	0	4,563
WALLACE, JOY	30,171	7,842	38,013
WALLACE, KATHRYN	19,881	0	19,881
WALLES, TYLER	2,280	0	2,280
WALSH, ELAINE	5,310	0	5,310
WALSH, KERI	14,461	0	14,461
WALSH, SUSAN	88,981	1,686	90,666
WANDELL, HAYLEY	10,360	0	10,360
WANG, AI	1,695	0	1,695
WAUGH, JILLIAN	345	0	345
WEESE, BRET	73,615	18,308	91,923
WEIR, JOHN	136,764	2,921	139,685
WEITZ, MARK	150	0	150
WELCH, CHRISTINE	89,583	1,636	91,219
WELCH, DEREK	831	0	831
WELCH, KELLYN	87,775	8,840	96,615
WELCH, MADISON	3,138	0	3,138
WELCH, MEAGAN	25,985	0	25,985
WELCH, PATRICIA	58,181	8,765	66,946
WERTHEIMER, JOEL	410	0	410
WEST, ERIC	51,084	9,924	61,008
WESTAWAY, KATELIN	71,179	0	71,179
WHITE, LINDSEY	84,180	7,655	91,835
WHITEHOUSE, PATRICIA	5,600	0	5,600
WHYNOT, ANDREW	120	0	120
WHYNOT, ANN	94,661	2,072	96,732
WILKEY, JESSICA	4,673	0	4,673
WILLIAMS, CARRIE-ANN	8,062	0	8,062
WILLIAMS, LAURA	89,583	969	90,552
WILSON, SCOTT	5,920	0	5,920
WILSON, TYLER	6,205	0	6,205
WINCHELL, VANCE	27,348	35	27,383
WINN, DENNIS	360	0	360
WINN, PAIGE	29,395	7,266	36,661
WON, JASMINE	750	0	750
WRIGHT, ANDREA	18,566	380	18,945

WROBEL, SHELLEY	88,749	1,769	90,518
YORE, SARAH	97,452	4,843	102,295
YOUNG, JAIME	3,465	0	3,465
YOUNG, MACKENZIE	105	0	105
YOUNG, PATTI-ANN	68,070	2,039	70,108
ZAKI, NANCY	58,416	1,179	59,595
ZAROULIS, JENNIFER	90,557	276	90,833
ZBIEG, RICHARD	60,719	0	60,719
ZELAYA DA SILVA, MARIA	5,487	0	5,487
ZIMMERMAN, JAY	77,757	78	77,835
ZINITI, JENNIFER	4,824	0	4,824
ZUCCO, ERNEST	88,262	2,937	91,199
ZULLO, LISA	92,364	4,104	96,468
ZWIREK, NICOLE	95,979	0	95,979

SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVRVTSD) is pleased to submit its 2023 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 53rd 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, Esq., Vice-Chair from Bedford; Ronald Fusco and Taryn Gillis from Billerica; Christine Kim, Treasurer and Kent Moffatt from Burlington; Patricia W. Meuse, Esq. and Cheryl Bartolone from Tewksbury; and Charles Fiore, Chair and Gwen Lawson, Secretary from Wilmington. Tony McIntosh began his tenure as Superintendent on July 1, 2022.

Shawsheen Valley Technical High School (SVTHS) is one of twenty-six (26) regional vocational technical school districts in Massachusetts. One thousand three hundred and six (1,306) high school students were reported to the Department of Elementary and Secondary education (DESE) in SVTHS's high school foundation enrollment in October of 2023, and more than 300 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 fifty-one (151) full-time teachers as well as fourteen (14) paraprofessionals. Of those full-time teachers, ten (10) are department chairs and twenty (20) 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

Post-Secondary Plans of Graduates. In June of 2023, SVTHS graduated 283 seniors. Fifty-one percent (51%) of the graduates planned to attend a two- or four-year college, two percent (2%) planned on entering an apprenticeship program, four percent (4%) planned on attending a trade or technical school. Forty-two percent (42%) of the graduates intended to continue working in their trade or another pathway, and three (3) 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 2023 totaling \$141,350. Thirty-eight (38) members of the Class of 2023 were members of the National Honor Society (NHS) and the National Vocational Technical Honor Society.

Cooperative Education Program. At the conclusion of the 2023 school year, seventy six percent (76%) 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 208 local employers. Of the students participating in Cooperative Education seventy-seven (77) planned on continuing their employment post-graduation.

Student Mental Health and Wellness. Part of our efforts to support our students' mental health needs during the 2022-23 school year was a continued focus on Shawsheen's District Curriculum Accommodation Plan (DCAP) and tiered interventions for our students. Professional development for the 2022-23 school year focused on Multi-Tiered

Systems of Supports (MTSS) and continued implementation of the district's DCAP. During the 2022-23 school year Shawsheen implemented a universal mental health screening tool (BIMAS-2) for Grade 9 students.

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 2022 as the most recent year for the four-year cohort graduation rate and 2021 as the most recent year for the five-year graduation rate as follows: four-year cohort graduation rate: 97.5%; five-year graduation rate: 99.4%

SVTHS continued to exhibit one of the lowest dropout rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2022 as the most recent year for the annual dropout rate as follows: annual dropout rate: 0.3%.

Concurrent Enrollment. SVTHS provides access to six concurrent enrollment courses: English Composition I; Honors Literary Analysis, English Comp 1, Statistics, Calculus I, Intro to Chemistry, 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. Shawsheen currently offers enough concurrent enrollment courses for students to complete one semesters' worth of college classes while enrolled at SVTHS.

Adams Scholars. The Department of Elementary and Secondary Education recognized the achievements of Shawsheen's senior class on the MCAS exams by naming eighty-three (83) 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 354 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 ninety-seven percent (97%) of seniors graduating in June 2023 with one student still finishing the program. This compares to a state average of approximately seventy-eight percent (78%) 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 English, math, and biology.

This year, eighty-nine percent (89%) of freshman students with disabilities passed their 9th grade classes. For upperclassmen in grades 11 and 12, sixty-three percent (63%) of students with disabilities completed advanced courses. All students with disabilities in the class of 2023 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 assessments eventually attain graduation status through the district's MCAS remediation programs and re-taking the assessment.

Students with disabilities continue to have full access and participation in cooperative education, as well as all extra-curricular activities such as athletics, 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, technical, and educational functions for the district relating to technology. The district continues to support the one-to-one laptop program making the resources equitable to all students and easily accessible both in and out of school. Teachers continue to expand the use of current online resources and vet and adopt additional resources for teaching and learning. The department continues to support single sign-on and rostering when applicable for ease of access for online resources. In addition to the one-to-one program, the district purchased, deployed, and maintains various technology for several of the vocational shop labs throughout the school. Aging projector devices in academic classrooms were replaced with interactive projectors increasing student engagement within the classroom.

The department supports a multitude of security systems which includes, but is not limited to, the building access card system, camera system, email back-up and archiving, a virtual environment and cloud solutions. Ongoing upgrades, maintenance, and support for both the technical and operational sides of technology continue to be a priority ensuring stable, secure, and seamless use of technology for all users of the digital environment at Shawsheen.

Community Engagement

Admissions and Recruitment. Shawsheen Valley Technical School has been working to increase the number of applicants for grade 9 seats so that a waiting list can be established to fill seats as needed. New software has been acquired to automate much of the admissions process and allow SVTHS to see and analyze real-time statistics on applicants and admissions. This year the recruitment team visited all six of our sending schools. After each visit, the new software, Go2CTE, has allowed us to track the spikes in applications by community. In addition, two of the sending schools have brought all their eighth grade students to visit SVTHS and tour our CTE shops. These visits, along with an active social media campaign, two community Open House events and Project Explore, have had a positive impact on recruitment with an increase in applications of over fifty-percent (50%) from this time last year. SVTHS will be exploring more options for bringing all eighth grade students from our sending districts onto our campus next year.

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 community. Programming is offered during two semesters from September to June, and classes typically include classes in business and computer applications, culinary arts, art and creative mediums, personal finance, welding, and more.

MassHire and Workforce Development Training. Shawsheen Valley Technical School continues to explore and expand its collaboration with local workforce and career development agencies to support the statewide initiatives that fuel job growth, address employer demand for talent, and strengthen the Massachusetts economy. In the summer of 2022 and 2023, Shawsheen held an 8-week 300-hour welding program, in collaboration with the Northeast Advanced Manufacturing Consortium (NAMC) and MassHire Lowell, for unemployed and underemployed adults. This program responded to an RFP identifying a skills-gap in the district's regional labor market blueprint. Students in this program get hands-on experience learning the welding craft, as well as the OSHA and HotWork industry credentials. With a 100% completion rate both summers, the program is held in high esteem, and all students are gainfully employed. Programs will continue to be developed in accordance with federal and state funding initiatives to upskill the workforce.

School of Practical Nursing. Shawsheen Valley School of Practical Nursing graduated 32 students in June 2023. To date, 100% have successfully passed NCLEX-PN on initial attempt and over 90% are gainfully employed. The job market remains strong for Licensed Practical Nurses in Massachusetts. Students in the program complete clinical

rotations in long term care, school nursing, and acute care. The program has been approved to pursue candidacy with the National League for Nursing Commission for Nursing Education Accreditation in addition to program accreditation with the Council on Occupational Education. Interest in pursuing a certificate in practical nursing remains strong.

Summer at Shawsheen. Shawsheen hosted its 8th annual “Summer at Shawsheen” program in 2023 and set a new attendance record. This popular program offered students from our community summer learning opportunities through sports clinics, STEM classes, vocational-technical programs, academic and test-prep classes, as well as enrichment courses for students entering grades 1-12. In total, the twenty-four course offerings drew 572 students ranging in age from 5-18 years old. All five member towns sent participants to the program with the most coming from Billerica (259) and Wilmington (143). Since its inception, “Summer at Shawsheen” has had an impactful reach with a total of 2,487 participants.

Project Explore. Four hundred and twenty-six (426) seventh grade students participated in Shawsheen’s Project Explore in 2023. Project Explore is a key recruitment initiative that doubles as a community service program, aimed at increasing career awareness to students at an earlier age. Project Explore is exclusive to 7th grade students who reside in Shawsheen’s school district, regardless of the middle school they attend. This district funded program provides students with an opportunity to visit Shawsheen and explore six vocational-technical programs. The program is three weeks in length and is offered in three sessions to maximize student involvement. Marketing for this program includes postcards sent to each 7th grade student, emails, literature sent to middle school guidance departments and principals, presence on the website, as well as announcements to local newspapers for print.

Aquatics and Swim Program. Shawsheen’s Kenneth L. Buffum Pool is the home pool for Shawsheen Tech High School, Burlington High School, Bedford High School and Billerica High School’s swim and dive teams, as well as club programs; Aces Aquatics and Barracuda Swim. With its state-of-the-art timing system and full renovation, the pool remains a hot spot for local teams and competitions. Throughout the year, the pool offers the following programs: community family swim, community lap swim, and the area’s most affordable and best learn to swim school in the Merrimack Valley, training thousands of youngsters in the lifesaving skill of swimming.

Athletics

Athletic Achievements. Calendar year 2023 was a year of tremendous success for the Shawsheen Athletic Program. The Rams won CAC League titles in: Wrestling, Basketball Cheering, Baseball, Tennis, Football, Golf and Volleyball. The School also won State Vocational Titles in Boys Swimming, Wrestling, Basketball Cheering and Boys Lacrosse.

Three of our wrestlers won Massachusetts Divisional State and Divisional 1/North Wrestling Titles: Brayton Carbone (120 lbs.), James Tildsley (132 lbs.) Sid Tildsley (138 lbs.). Brayton Carbone and Sid Tildsley also earned Massachusetts All State Wrestling Titles and Sid Tildsley earned New England Wrestling Championship for the second year in a row. Sid Tildsley was 6-1 losing in the National Wrestling Championship in Virginia Beach. Also, during the 2023 calendar year – we had two athletes earn All Scholastic Honors - Sidney Tildsley (Football and Wrestling) and Mavrick Bourdeau (Baseball). Dozens of student-athletes were honored as CAC and Lowell Sun All Stars.

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.

Vocational/Technical Programs

Construction Cluster

The Construction Programs. Carpentry, Electricity, Masonry & Tile Setting and Plumbing had ample opportunities in perfecting their skills with project-based activities throughout the community as well as in-house projects. These projects provide authentic means of engaging students with learning from a design-based research approach in which they collaborate with other programs in conceptualizing the activities/projects. Involving students in the collaboration portion is also well-suited in helping ensure the potential to foster healthy social skills such as self-control, empathy, and verbal communication. Safety training continues to be a significant component in all lessons, learning and activities. Safety training, credential, certificates include Weekly Monday Morning Safety Talks, OSHA 10-Hour Card Construction, Hot Works Certificate, MEWP Aerial and Scissors Lift Training, and various Viega training and certificates. Some of the construction projects include:

- Town of Billerica – Billerica Police, Alexander Road Storage Sheds
- Billerica Police Station - Install Two Drinking Water Fountains (Plumbing)
- Minuteman Technical High School – Construction of a Wall and Door
- Renovate Dean’s Office Space
- Cosmetology Hot Water Tanks
- Furnace Replacement in Football Field House
- Stone Zoo’s Winter Wonderland Project
- Shawsheen Stadium Toilet Facility Project
- Install New Drinking Water Fountains with Bottle Filling Stations

Manufacturing Cluster

Advanced Manufacturing Technology. The Advanced Manufacturing program continues to move forward with cutting-edge technology and equipment while integrating projects with other programs that benefit students’ learning in development of their higher-level thinking, oral communication, and self-management skills. The Program also engaged in machining custom parts for repair projects in support of the Maintenance Department, helping to keep absolute equipment in operation. Student skills are used in the development of creative items of “precious” metals, including miniature Stanley cups and custom cribbage boards, filling orders for Shawsheen’s school store and various school and community fundraisers. Two Automated Manufacturing Technology teams, each consisting of one Drafting and two Advanced Manufacturing students, competed in the SkillsUSA district competition, with one team winning a gold medal and the other winning bronze. Both teams qualified for the state competition. Four other Advanced Manufacturing students competed at the district competition winning a gold, silver and two bronze medals. Three out of the four students qualified for the state competition with one senior student winning a silver medal in the CNC Turning Specialist competition. Employment stays strong as seventy-five percent (75 %) of the seniors participated in the cooperative education program.

Electronics / Engineering Technology. Student enrollment remains strong, filling to capacity for the third year in a row. The program has added a comprehensive curriculum that advocates and promotes a vibrant maker culture. Lessons offer several potentialities for pushing forward an integrative vision of STEM education engaging students in designing solutions to problems, tinkering with everyday items, and applying a do-it-yourself mindset. Activities and tools include the addition of welding capabilities and upgrades to our machine area (new band saw, drill press) and cordless Milwaukee power tools. The freshmen curriculum is being enhanced with the purchase of the VEX IQ Mechanical Engineering/Robotics Generation 2 kits. Expansion of activities include Solid Works, Arduino/Raspberry Pi, printed circuit board fabrication, orthographic/isometric rendering, geometric tolerancing and dimensioning, simple/compound machines, manufacturability, and automation. One hundred percent (100 %) of the seniors participated in the cooperative education program, while six juniors were also employed. The interest and enthusiasm

in the afterschool robotics club has increased to the extent that four teams are now VEX Robotics Competitions contenders.

Drafting. Relevant in-house and community project-based activities were embedded throughout the year's curriculum as the upperclassmen completed the following projects: Evacuation Plan Drawings, Skills Masonry Drawings, HVAC&R New Floor Plan Drawing, Auto-Collision Shop Drawing, Dean's Office Redesign, and the Billerica Boys and Girls Club Drawing. Ongoing drawing initiatives include: Cosmetology Redesign, Historical Burlington Shed, Nurses' Office Redesign, Masonry Shop Addition Drawing, Evacuation Plan – Room Number Updates, and Evacuation Plans - additional student spaces, i.e., nurses' office, and auditorium. Students continued to excel at the SkillsUSA District Competition, winning the Architectural Drafting (Gold), Technical Drafting (Gold), and Automated Manufacturing (Gold). All but two senior students participated in the cooperative education program, an eighty-nine percent (89%) placement.

Information Support Services & Networking / Programming & Web Development. The process of development and advancement of curriculum, lessons, and project-based activities continues to expand annually, growing and changing with the demands of the technology sector. The emergence of multifaceted fields that encompass computer systems, software, programming languages, data, storage, and information processing requires a constant review from all the primary stakeholders. Benchmark projects in Html, CSS, JavaScript, and C+, C# (for game and program development) Microsoft's Power BI, and cloud-based networking are supported and balanced, but now include new strategies in delivering the lessons. Students are also developing skills in implementing relational databases used with PHP. Providing these types of related fields allows students the opportunity to expand their skills and knowledge for employability/career readiness. With the increasing enrollment and interest 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. The program's shop has become the host site for Shawsheen's eSports program which has over fifty students competing in four different games with two nationally-recognized leagues. (eSports is a form of gaming competition using video games.) Additionally, students continue to obtain industry recognized credentials, safety certifications, and participate in the cooperative education program at a high rate.

Transportation / Production Development Cluster

Automotive Technology. Freshmen enrollment continues to be strong with 26 first choices again. For the first time ever, we had 100% senior co-op placement (18 of 18). Based on a suggestion and contact from our advisory board, we partnered with Hyundai of America to join their factory service training program which will enable our students to receive factory training and Hyundai certifications prior to graduation. Two students received Gold Medals in the SkillsUSA district competition (automotive and power equipment) and advanced to the State Competition. Through the capital budget process and recommendations from our advisory board, a new Hunter Hawkeye Elite Alignment machine was purchased. This new technology now enables students to perform alignments on vehicles 2019 and newer. Kenneth Kepple, an Advisory Board member, received the Advisor of the Year Award.

Auto-Collision Repair & Refinishing. The program continues to use I-CAR curriculum, a training framework developed and maintained through industry collaboration, that documents the knowledge and skills body shop professionals need. Safety certifications include Hot Works, a training that takes an in-depth look at hot work dangers along with the vital safety procedures that can help promote worker safety and reduce risks. Fusion S/P2 Collision Repair and Refinish training gives students the awareness they need to recognize the hazards around them as well as providing training that gives students the opportunity to obtain exclusive safety industry credentials. The final inspections were completed, and the new spray booth is now in operation. Ten SATA® Fresh Air Respirators that can be directly tied into the new paint booth exhaust system have been installed to improve protection from harmful ambient air in the spray booth. Students participating in the cooperative education program and new advisory committee members have both doubled this year. Six students competed in the SkillsUSA district competition, with two winning gold and competing at the state competition.

Metal Fabrication & Joining Technologies. In the post-pandemic educational landscape, our Metal Fabrication & Joining Technologies program has evolved, effectively blending online learning and in-person instruction. Implementing Lincoln Electric's ToolingU platform has provided hands-on, competency-based training covering basic to advanced skills and machine programming. A partnership with Lincoln Electric has incorporated cutting-edge equipment backed with lessons that are structured, organized, and deliver content in ways that facilitate or accelerate student learning. The freshmen exploratory program has been revamped with engaging project-based activities, attracting eighteen new permanent freshmen. These initiatives have enabled students to become creators, contributing to community and district projects. Notable among these are the captivating structures and decorations at the Stone Zoo's ZooLights Winter Wonderland, and finishing the on-site loading dock guard rail project that utilized the program's gas-powered welder/generator. The state-of-the-art equipment of SwiftCut CNC Plasma Cutter and modernizing our Accurpress Press Brake with a retrofitted CNC system, has expanded our capabilities, facilitating the development of innovative projects.

Heating, Ventilation, Air-Conditioning & Refrigeration. A plan to phase in shop improvements has begun to an antiquated learning environment. With the impact of a new wave of technologies and refrigerants, and an outstanding student enrollment, we have put the first phase of the plan into full action. Students obtaining essential recognized industry credentials continues to be relevant and influential in students obtaining HVAC&R jobs. One hundred percent (100%) of the sophomore students obtained the National Fire Protection Association (NFPA) Hot Work Safety Certificate. One hundred percent (100%) of the junior class obtained the Environmental Protection Agency (EPA) 608 Certification, most achieving the highest honor of the Universal Certification. One hundred percent (100%) of junior students also obtained their Occupational Safety and Health Administration (OSHA) 10-hour construction card. Ninety-four percent (94%) of senior students participated in the cooperative education program. Junior student, Cole Kelley, won his second HVAC&R Gold medal at the National SkillsUSA competition in Atlanta, Georgia.

Arts, Communication & Business Cluster

Culinary Arts/Hospitality Management. The Guest Dining Room is bustling again, selling out the two seatings almost every day; customers include the Red Hat Society ladies, many elderly residents, and of course the freshmen parents. This year the public was offered a "DAY OF BEAUTY" in conjunction with the Cosmetology program. The day included reservations to have their hair and/or nails done and a classic culinary lunch at the famous Rams restaurant. Partnerships with the Billerica Police and State Representative Ken Gordon provided opportunities for the students to hone their skills by feeding the elderly mothers of Billerica with a Mother's Day breakfast at the senior center and serving a corned beef dinner to over one-hundred people in Burlington at an event for Rep. Gordon. A favorite field trip "A Day On The Hill" returned. This event provided an opportunity for students from Shawsheen and other vocational schools to serve lunch to over a thousand people at the state house. In Atlanta, a junior competed at the National SkillsUSA competition where he won a bronze medal for cake decorating in the action skills contest.

Business Technology / Marketing. Students continue to gain confidence and self-esteem as they learn effective study strategies in obtaining important, industry-recognized certifications. The Microsoft Office Application curriculum and certification program not only adds value to student's resumes but they also issue college-credits. Office 365 programs include Excel, PowerPoint, Word, and Outlook, and offer certification opportunities at the conclusion of these courses. The robust curriculum also includes Digital Marketing, Entrepreneurship, Accounting, Business Communication, Financial Literacy, Business Law, and QuickBooks. These essential elements/standards are implemented with creative project-based activities that align to the Business Technology frameworks and marketing fundamentals. Ram's Pride, our student-operated School Store continues to promote the Shawsheen brand by serving our students, their families and all Shawsheen's friends in the community. The program's success rate in students participating in the cooperative education program has continued to grow. Many of these opportunities often transition to full-time employment post-graduation, or part-time employment while furthering their business and marketing education.

Design and Visual Communications. Lessons were brought to next the level with the introduction of new iPad Pro's into Lab B & C. Seniors continue the post-secondary option as it continues to be the career path of choice. Highlights of these post-secondary institutions include the first student to go to Vancouver Film School in Canada. Several students successfully completed a rigorous dual enrollment program at Montserrat College of Art earning three college credits. The Design and Visual Communications Management & Entrepreneurship initiative expanded this year by offering 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. The implementation of these types of lessons integrates a hybrid of learning environments to support all students. Student highlights include the development of the Shawsheen promotional video and the completion of the Tewksbury switch-box mural.

Graphic Communications. The Graphic Communications program at Shawsheen is more than just a shop; it prepares students to graduate with skills and credentials that will provide them with advanced employment opportunities to enter the workforce immediately upon graduation, as well as providing students with learning experiences that enable them to see and understand their future career paths, including post-secondary education. Students have the unique opportunity to participate in real world learning by working with community partners and industry experts to engage in authentic, relevant problems, projects, and experiences that develop career awareness and readiness. Municipality partners include the towns of Bedford, Billerica, Burlington, Tewksbury, Wilmington, and many other non-profit organizations throughout the district. Eighty-percent of the senior class participated in the cooperative education program, while one hundred percent obtained their OSHA 10-hour General Industry Safety Certification. Gold and silver medals were won at the SkillsUSA district competition, and a bronze medal was taken at the state competition.

Health Services Cluster

Cosmetology. The Cosmetology shop opened its doors to serve the public giving students the opportunity to master the essential competencies while performing hair, skin, and nail services on clients throughout the community. Educating students about safety as well as cleaning and disinfection continues to be an imperative part of the curriculum. Students continue to receive their safety certifications from Fusion SP/2 for infection control which is consistent with the highest industry safety standards. Revisions to the Frameworks has expanded the activities and skills for student's knowledge and practice, working with all textures of hair and styling products. Project-based activities continue to be essential in all aspects of training. All thirteen senior students completed the 1000-hour training requirements to sit for the state exam. Nine were successfully placed in full time employment in local hair salons and seven have obtained their Massachusetts Class 1 Cosmetology license.

Medical Assisting. Students obtaining Industry Recognized Credentials (IRCs) is the first and foremost priority. The program is affiliated with, and accredited by, AMT (American Medical Technologists) which is a nationally recognized organization. Upon completion of the program, students are eligible to take the RMA (Registered Medical Assistant) exam for certification. The essential industry safety credential of the program continues to be the Basic Life Support for Healthcare Providers certifications (BLS) from the American Heart Association. The program continues to build its partnerships for cooperative education opportunities and has placed several students in a variety of medical offices which include Woman's Health, Pediatrics, Rheumatology, and Internal Medicine. Fifteen senior students out of seventeen participated in the cooperative education program which provides them an opportunity to gain invaluable real-life experience. Full student participation in SkillsUSA was a success. Eighteen students competed at the District Level in SkillsUSA, and five students competed at the State Level. Students won a Silver Medal in Health Knowledge Bowl and the Gold Medal in Medical Terminology at both the District and State Level.

Dental Assisting. Becoming a Registered Dental Assistant (RDA) in the State of Massachusetts continues to be the number one career path students pursue. A variety of new project-based activities have been developed that offer interactive tasks with training manikin practice simulators and online practice tests to accommodate the revised framework competencies. A focus on preparing students for the certifications from the Dental Assisting National Board (DANB) was increased, including lessons that practice the DANB national exams that are embedded with the

Radiation Health and Safety (RHS) and the Infection Control Exam (ICE) standards. The juniors also participate in the online training for Career Safe OSHA 10-hour General Industry (Healthcare) Safety Certification. These standards are designed to test students' knowledge about the prevention and management of potential infection during dental procedures. Students also continue to achieve their Basic Life Support for Healthcare Providers certification (BLS) from the American Heart Association. Numerous growth opportunities as Dental Assistants have provided a vast majority of jobs at dental offices. Thirteen seniors (82%) and 4 of the 15 juniors (27%) participated in the cooperative education program working at local dental offices. Three of our former graduates were accepted into dental school and one is now a junior.

Health Assisting. The revised DESE's framework structure includes topic headings, standards, objectives, and performance examples. Modifications to the scope & sequence included a minimum of 1200 hours of instruction, as well as identifying Basic, Essential, Advanced and Advanced (A+) skill standards. Because of these changes, the teachers have remodeled the student's learning experiences of project-based activities into the required hours of instruction. Students continue to obtain CPR for Healthcare Providers Certification (BLS) from the American Heart Association, American Heart Association First Aid Certification, Dementia training and OSHA 10-hour training for Health careers. These certifications include essential and optional industry recognized credentials (IRCs) that have been identified as valuable statewide credentials. All senior students from the class of 2023 participated in the cooperative education program and were employed at rehabilitation hospitals, long term care centers, CVS pharmacy, and assisted living facilities. Two new partnerships with acute care hospitals have resulted in an additional seven students being placed in co-operative education. One hundred percent (100%) of the junior class passed the Certified Nursing Assistant (CNA) exam. The tradition of winning at the SkillsUSA competition continues where a team of four students placed sixth in the nation in the Health Knowledge Bowl competition. Shawsheen students have demonstrated that they have the knowledge and skills to be top in the nation.

Miscellaneous

SkillsUSA Massachusetts. The SkillsUSA organization 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. On March 16, 2023, 173 SVTHS students participated at the SkillsUSA District Competition and 67 received medals: 22 Gold, 16 Silver, 29 Bronze. Sixty-six students participated at the State Competition and 30 received medals: 8 Gold, 15 Silver, 7 Bronze. Eight students participated at the National Competition in Atlanta, Georgia and 3 received medals: 1 Gold, 1 Silver and 1 bronze. Additionally, our mason placed 4th and our Health Knowledge Bowl Team placed 6th. Cole Kelley won his second National Gold in Heating, Ventilation, Air-Conditioning & Refrigeration.

Robotics Club. This extracurricular club not only increases student engagement in science, technology, engineering, math (STEM), and computer science, it also provides engaging project-based robotics activities. Four teams of five students participated in four VEX IQ Robotics Competitions in North Andover and Framingham, with three of the teams qualifying to compete in the final regional competition in Framingham. Team 5313A had an exceptional year finishing 4th place among 47 participating teams at the opening tournament and narrowly missed qualifying for the World's competition, placing 18th among 80 tough veteran teams at the Regionals. The best placements for teams 5313B and 5313C were 6th and 13th respectively at two different district tournaments. Three of the four teams qualified for the Regionals held at Framingham. Through comprehensive initiatives encompassing competitions, education, and workforce readiness, the foundation empowers educators to inspire and equip students for success. Throughout the year, students meet regularly, tinkering on building their robots while fostering STEM skills. Not only do students gain valuable soft skills like communication, collaboration, and time-management, it happens in a fun and authentic way.

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 2023. Those retirees are: Sheila Fitzpatrick, Support Services Instructor; Angel Hardy, Science Instructor; Sandra MacKenzie, Cosmetology Instructor; Patricia Micalizzi, Health Assisting Instructor; and Richard Woodlock, Carpentry Instructor.

It is with great sadness that we share the news of the passing of Charles “Charlie” Lyons. Charlie was an iconic figure in the world of vocational education and his impact reached far beyond the Shawsheen Valley Technical High School District. On September 25, 2023 Charlie Lyons lost his battle with glioblastoma. Charlie was the longest serving Superintendent in the history of SVTHS, and served the District with distinction for almost thirty years. The entire Shawsheen community is mourning his loss and are grateful for all that he did to make Shawsheen Valley Technical High School one of the finest vocational/technical schools in Massachusetts. He will be forever missed by all.

COMMUNITY DEVELOPMENT

Community Development

Zoning Board of Appeals

Board of Health

Building

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, Health Department, 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 Green Committee, Open Space and Recreation Plan Committee, and Historic Commission.

Staffing of the Planning and Conservation Office includes: Alexandra Lowder, Community/Economic Development Planner, staff support to the Planning Board, Joseph Fontaine, Planner/Conservation Agent supporting the Conservation Commission, and Jacqueline Powers, Administrative Assistant supporting all office functions, and providing dedicated staff support to the Zoning Board of Appeals. The Community Development Department is supervised by Steve Sadwick, Assistant Town Manager. Recent hire Christine Connelly provides Recording Secretarial duties for the Conservation Commission.

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/DocumentCenter/View/1502/Tewksbury-Master-Plan-2016-PDF>. Below is a sampling of Master Plan activities that occurred in 2023, some of which are ongoing:

No.	Master Plan Recommendation	Status
4.1.2	Update development review and special permit forms and applications, and allowing for electronic submittals by proponents	Online permitting adopted for Building, Health, Conservation, and Engineering permits. Exploration of including land use permits ongoing.
4.2.31	Consider the transportation-land use connection for future development to manage traffic and parking demand.	The MBTA Communities Overlay District work heavily focused on locating the dense multifamily housing along LRTA line.
4.2.34	Pursue intersection improvements at Route 38 intersections as described in this Master Plan.	Main/ Pleasant St improvement project review ongoing 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 final paving completed in 2023.

4.2.52	Seek other forms of grants to promote non-motorized forms of transportation.	The Town is pursuing grant funding for possible additions to the trail network and expanded sidewalk networks.
4.3.11	Encourage development of more affordable rental housing.	Amendments to the Zoning Bylaw were adopted to allow for conversion of mixed use commercial space to affordable housing units.
4.3.14	Increase public awareness of and support for affordable housing through increased outreach and public education.	Through the Housing Production Plan (HPP) updates, extensive discussion on housing needs and potential strategies to develop affordable housing conducted throughout the year.
4.3.18	Work with the Northern Middlesex Council of Governments to develop a Regional Housing Plan for the Greater Lowell Region.	Quarterly meetings with NMCOG communities to discuss regional housing strategies continued in 2023 and are ongoing.
4.3.21	Work with programs like the Common Ground Development Corporation, a subsidiary of Community Teamwork, Inc., to develop affordable housing projects.	The Town engaged in preliminary discussions with CTI to explore possible affordable housing projects. Discussions are ongoing.
4.4.4	Continue to streamline the permitting process across town departments.	The Department has worked with applicants to devise the most efficient pathway forward for permitting and other approval processes, identifying concurrent application processes wherever possible.
4.4.8	Encourage and attract new innovative, technology-based and “green” business and industry, consistent with the town’s vision.	A used “green” automobile dealership, Eco Auto, opened in March 2023 after working closely with the Town on permitting and local approvals. Helped facilitate the expansion of Cambridge Isotope Labs through tax incentives and permitting assistance.
4.4.10	Support and actively participate in local and regional organizations that foster and promote economic development.	The Department actively participates in Middlesex 3 Coalition and NMCOG economic development efforts. Further, there has been collaboration with the Wilmington/Tewksbury Chamber of Commerce and the Greater Lowell Chamber of Commerce in welcoming new businesses.
4.4.16	Designate the Community Development Director as the town’s Permitting Ombudsman and build upon the current Development Cabinet to move projects through the permitting process more efficiently and effectively.	The Community/Economic Development Planner continues to streamline the permitting processes and assist new businesses in coordinating across multiple disciplines to accomplish smooth transition into Town.
4.4.23	Attract more diverse restaurants and businesses to provide Tewksbury residents with greater opportunities to purchase locally.	Worked with multiple new restaurants including The Pull Up (Latin cuisine) and Tres Amigos (Mexican) to help them open in Town.
4.5.6	Continue work on assessment for Long Pond’s water quality with the ultimate goal of transforming the pond into a significant community and recreational asset	Additional funding secured at Annual Town Meeting in May for further testing, monitoring, and treatment of Long Pond’s water quality.
4.7.4	Consider renovating Public Works building.	Construction is underway as of December 2023.

Zoning Bylaw Updates

Following the recodification of the Zoning Bylaw in May 2022, an improved baseline allowed for deliberate, effective amendments to the document in 2023. These amendments not only provided needed clarification on some items, but it also corrected omissions from the recodification and furthered some of the objectives in the Master Plan and newly adopted Housing Production Plan. With the support of the Planning Board, staff presented the following recommended amendments to Annual Town Meeting in May 2023 which were approved:

Bylaw Section	Amendment Description
2	Amend the definition of a “Major Project, Town Center” to clarify lot coverage
5.3.4.A	Insert Section labeled “Table of Requirements” (omitted from recodification erroneously)
5.3.4.B	Insert Section labeled “Supplemental Regulations for Industrial Districts” (omitted from recodification erroneously)
5.3.4.B.1	Insert section to allow for more than one principal structure on a lot in an industrial zone
6.2.10.4	Adopt modified sign size standards that are easier to calculate and still accomplish the staggered sign size set forth in the recodified provisions for multi-tenanted buildings
6.2.10.5	Adopt modified sign size standards that are easier to calculate and still accomplish the staggered sign size set forth in the recodified provisions for single-tenanted buildings
8.3.10	Insert a new section to allow by special permit the conversion of a previously permitted commercial unit in a mixed-use development to an affordable residential unit to be maintained in perpetuity

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 2023, the Town did not submit any proposals for consideration. Staff continue to explore grant opportunities and maintain the Town’s status as a Green Community through compliance with Annual Reporting requirements.

The Tewksbury Green Committee consists of Thomas Cooke, Alexandra Lowder, Vincent Bomal, and Jon Marchand.

Housing Production Plan Update & MBTA Communities Zoning

Staff dedicated a considerable amount of time to various housing initiatives in 2023, including the drafting and acceptance of a new Housing Production Plan as well as the research, outreach, and bylaw drafts necessary to bring the Town into compliance with M.G.L. Ch. 40A, Section 3A, known as “MBTA Communities.” The Housing Production Plan Update was a collaboration between the Town staff and the Northern Middlesex Council of Governments (NMCOG) through the District Local Technical Assistance (DLTA) program. Several public education seminars, board presentations, and demographic research resulted in a Housing Production Plan that is much more in touch with current community needs.

MBTA Communities was enacted as part of an economic development bill in January 2021. An MBTA community is required to have at least one zoning district of reasonable size in which multi-family housing is permitted as of right without need for discretionary approval. Tewksbury is considered an adjacent community and must zone to produce at least 1,214 housing units with a minimum of 15 units per acre across 50 acres. Outreach began in earnest in June 2023 with staff working diligently over the subsequent six months to reach a consensus of how the Town can comply with the law and balance community needs and desires. A proposed bylaw amendment was submitted to the Executive Office of Housing and Livable Communities (EOHLC) on November 30, 2023.

Wetland Protection Bylaw Updates

Staff, in collaboration with the Conservation Commission, have undertaken the effort of conducting a comprehensive review of the Town's Wetland Protection Bylaw, Chapter 18.04 of the Tewksbury General Bylaws. Although the beginning of the research and discussion was conducted in 2022, the outreach ramped up in 2023. The existing bylaw contains redundancies and inconsistencies with the State Wetland Protection Act; this review and rewriting intends to correct these issues. Furthermore, there are changes intended to lower the barriers for more conventional residential projects.

Conclusion

Beyond its statutory responsibilities, the Planning and Conservation office has undertaken several special initiatives. One such initiative was an educational seminar for area real estate agents held by the Planner and Conservation Agent. Its purpose was to help educate those in the real estate industry about zoning, wetland protection, and how these provisions apply to the properties they market. It was very well received, and this office intends to conduct similar educational opportunities in the future.

The Community Development Department had a successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments, and citizens in 2024, 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 2023:

19	Variances	17	Approved
5	Special Permits	5	Approved
1	Party Aggrieved	0	Approved
1	Variance/SP Extension	1	Approved

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 AND HEALTH DEPARTMENT

The Board of Health (Board) is pleased to submit the 2023 annual report. The Board is comprised of the following five (5) elected officials:

Raymond Barry, Chairman
Melissa Braga, Vice Chair
Katlynn Gwilt, Clerk
Robert Scarano, Member
Susan Amato, Member

The Board of Health is charged with the protection of the 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.

In January 2023, the Board of Health amended the Tobacco regulations to incorporate State Law. The Board supported amending this regulation since the State promulgates certain regulations that the local health department must enforce.

In April, long time Board of Health member, Charlie Roux, ended his 12 years of dedicated service. He provided a wealth of knowledge and expertise to the Board as well as the Department. He will be missed, and we appreciate all the support, expertise and dedication to Public Health in Tewksbury over the years.

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, REHS	Director of Public Health
Michele Grant	Health Agent
Ashley Pavlakos, BSN, R.N.	Public Health Nurse
Arielle Castro	Health Agent
Lisa Hadge	Head Account Clerk
Pamela Gorrasi-Thomas	Animal Inspector

The Health Department's team members are dedicated to serving 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 staff 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, influenza and covid vaccination clinics, and tuberculosis monitoring and control. The department staff works together to provide education on a variety of current public health issues and the development of related programs. Lisa Hadge, Head Account Clerk, shoulders the supportive duties for all health department staff needs, permitting and public health programs.

To improve customer service access to the Town, they invested in OpenGov an online permitting system, which was strictly in the development phase until FY24. The Health Department Head Account Clerk, Lisa Hadge, successfully developed many Health applications along with the implementation and integration of the system. In March 2023, the Department went live with this system. In November we successfully completed our first initial food establishment permit renewals. The ease of communication in this system with the applicants has already been shown to be effective and more efficient.

The Health Department is a part of a regionalized grant funded (Public Health Excellence grant) by the State to improve public health services. Tewksbury has joined with Tyngsboro, Billerica, and Chelmsford on this regional grant initiative. The Public Health Excellence grant has added additional staff to Tewksbury that has allowed us to expand on services offered by the department. With the PHE grant, a full-time inspector and public health nurse were hired. These positions are shared primarily with Tyngsboro and Tewksbury each week and will support the other communities if needed. With the PHE grant we have been able to expand our services offered and increase the number of food inspections. The Regional Staff have offered training such as Buried in Treasures, Youth Mental Health First Aid, ServSafe, CPR, etc. In FY25 we are planning on hiring two more regional positions, a Public Health Specialist, and a Shared Services Coordinator

This summer we had an intern, Sarah Rizzo, she attends Roger Williams University. Sarah is in her junior year obtaining her bachelor's in public health. During her internship with the department, she completed two projects: cyanobacteria & summer food safety. To educate the community Sarah attended the Community market & the Bike Rodeo with her materials.

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.
- Multi-town Hoarding Resource Network – A new hoarding task force made up of nine surrounding communities working together to collaborate best practices and resources for hoarding.

Ongoing public health programs and events: (for details contact the Health Department.)

- Sharps collection continues at the Main Street Fire Department.
- Unwanted and old medications can be disposed of at the Police Department daily.
- Mercury reclamation program
- Dispensed 20,000+ free covid testing kits to residents.
- Participation in the Bike Rodeo, TPD Safety Night, and Tewksbury Community Market

Public Health Nursing Services

Ashley Pavlakos is the Town's Public Health Nurse. Her duties protect the community by addressing various initiatives to promote health and wellness for all citizens. This is in addition to conducting communicable disease follow-up as directed by the MA DPH. With the additional hours, it has allowed her to expand her services for residents by having two blood pressure clinics at the Senior Center, offer in home vaccinations as well as clinics for flu & Covid, participate in the multi-town hoarding task force, and offer CPR training.

**TEWKSBURY BOARD OF HEALTH
2023 ACTIVITY REPORT**

\$96,630.94 REVENUES RECEIVED (licenses, permits, misc)

\$7303.94 REVENUES RECEIVED (vaccine reimbursement)

Health Department Statistics	2023
Food Establishment plan reviews	15
Complaints/ investigations logged	87
Board of Health Meetings	8
Food Establishments permanently closed	7
Cottage food operations (home cook)	3
Environmental Inspections	200+
Building permit approvals	29
Swimming Pool plan reviews	2
Sewer tie in approvals	97

PERMITS ISSUED

Animal Permits	012	Ice Rinks	001
Body Art Establishment	003	Installer License	015
Body Art Practitioners	017	Mobile Food/Vendor Permits	026
Beaver Trapping Permits	003	Offal/Septic Hauler	032
Catering	005	Piggery	001
Dumpster Permits	012	Pools	008
Food Service Permits	143	Recreational Summer Camps	001
Frozen Desserts	010	Retail Tobacco Sales	029
Funeral Directors	002	Septic Abandonment	003
Grease Tank Installation	001	Tanning Booths	002
Hotels/Motels	008	Temporary Food Permits	033

COMMUNICABLE DISEASES INVESTIGATIONS

Public Health Nurse

Flu vaccines	198
COVID-19 boosters (unable to received updated vaccine)	19
COVID-19 cases (number doesn't reflect at home tests)	829
Influenza cases	102
Other Communicable Disease cases	43

BUILDING DEPARTMENT

Leo Bettencourt became the Building Commissioner for the Town of Tewksbury after Mark Bertonassi retired in August of 2023. Leo has been responsible for the 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. The Town began using OpenGov for their online permitting system in March of 2023. Nancy O'Keefe is a Nationally Certified Permit Technician through the International Code Council (ICC). Dina Callahan started as a Permit Technician as of January 2022. They track all building, plumbing/gas, electric and sheet metal permits, provide staff support and have demonstrated 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 2023, there were 1,471 building permits issued with a value of work of approximately \$52,897,423. This generated \$891,285 in building permit fees. Additionally, the department issued 942 electrical permits with associated fees of \$81,865. There were 543 plumbing permits with associated fees of \$39,955, 461 gas permits with associated fees of \$15,565, and 150 sheet metal permits with associated fees of \$28,553. Annual Certificate of Inspections were issued to establishments that serve alcohol, function rooms, churches, schools or any place of assembly over 50 patrons. The Inspectors for the Building Department performed approximately 4,991 inspections. In 2023, the Building Department received over 100 complaints dealing with zoning and building violations. The complaints were researched and investigated.

Ongoing Residential and Commercial projects include:

- Mixed Use Project – 8 Residential Units and 2600 SF Commercial Space – 940 Main Street
- 55+ Congregate Living Residence (57 Apartments) – 2560 Main Street
- New Veterans Apt (21 units) – 1660 Main Street
- DPW/School Maintenance Facility Addn & Renovation – 999 Whipple Rd
- New 66,000 SF Warehouse Bldg – 40 Commerce Wy
- Mixed Use Project 15 Residential Units & 2000 SF of Commercial Space – 2131 Main Street
- Mixed Use Project 11 Residential Units & 600 SF of Commercial Space – 24 Pleasant Street
- Various Tenant Fit-Ups for Restaurants, Office and Retail Space
- New 167,610 SF Warehouse – 3 Executive Place
- Holiday Inn Renovation – 75 Highwood Dr

ON THE HORIZON: (Proposed projects to Start during 2024 or get approved through Planning Board)

- New 11,130 SF Self Storage Bldg – 911-913 East St
- New Daycare Building – 770 Main Street
- Proposed Hotel – 937 North Street
- Convert Hotel to Apartments – 1795 Andover St
- Proposed 9 Residential Units and 3,000 SF Commercial Space – 2122 Main Street
- Proposed Mixed Use Building – 6 Residential & 1 Commercial unit – 30 East Street
- Proposed Marijuana Cultivating Manufacturing Facility – 686 Clark Rd
- Proposed New Recreational Retail Marijuana Bldg – 1695 Shawsheen St
- Proposed New Building Approximately 170,000 Sq Ft – 1600 Shawsheen St
- Proposed 2475 SF New Commercial Bldg – 592 Main Street

Respectively submitted,
Leo Bettencourt
Building Commissioner

CONSERVATION COMMISSION

The Conservation Commission is responsible for administering the Tewksbury Wetlands Protection Bylaw (TWPB) 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, Linda Darveau, 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 2023 include transportation improvement projects, utility projects, and/or redevelopment projects of existing commercial and industrial properties. The Commission also reviewed smaller projects like the construction of single-family dwellings, residential additions, decks, swimming pools, in addition to sewer installation projects.

There are three primary types of project applications submitted to the Conservation Commission, all 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 application. Once the application is voted upon, an Order of Conditions (OOC) is issued. If the OOC is being issued in approval of the NOI application, the OOC will specify the conditions required to prevent impacts to the wetland resource areas. Following project completion, and once the applicant has shown to the Commission that the project has been completed in compliance with the OOC, a Certificate of Compliance (COC) may be granted by the Commission for the project. Finally, the third type of application is called an Abbreviated Notice of Resource Area Delineation (ANRAD), in which the applicant seeks the Commission's confirmation on whether the proposed delineation of wetland resource areas is accurate. This application is simply meant to confirm the accuracy of how wetland resource areas have been delineated and does not propose any construction within the application. When a complete application is submitted, the Conservation Commission votes to either approve or deny the application. Once the application is voted upon, an Order of Resource Area Delineation (ORAD) is issued. If the ORAD is being issued in approval of the ANRAD application, the ORAD will specify which wetland resource area boundaries were confirmed within the application. If the Commission votes to issue a DOA, OOC, or ORAD in denial of the project's application, the applicant can appeal the decision to the Massachusetts Department of Environmental Protection.

In 2023, nineteen (19) new NOI, forty-two (42) new RDA, and one (1) ANRAD applications were submitted to the Commission for review. The Commission issued the following permits in 2023: nineteen (19) OOCs, fifteen (15) Extension Permit for OOC, two (2) Amended OOCs, forty (40) DOAs, one (1) ORADs, twenty-five (25) Emergency Certifications, four (4) Enforcement Orders, and nineteen (19) COCs. The Commission held twenty-one (21) public meetings over the course of the year.

The Conservation Commission meets twice a month, except for July, August, and December where meetings are held once a month. All Conservation Commission meetings are open to the public and held on Wednesday evenings in the Town Hall Auditorium beginning at 6:30 P.M. Meetings are televised on the local cable channel.

Over the course of 2023, the Conservation Commission and their Agent have drafted, reviewed, and provided community outreach regarding proposed updates to the TWPB and its associated regulations. This endeavor of updating the TWPB and its associated regulations has the overarching goals of making elements of the TWPB more consistent with the Massachusetts Wetland Protection Act and 310 CMR 10.00, in addition to improving overall document organization and readability. Major changes being proposed relative to the TWPB include, but are not limited to, the following:

- (1) RDAs will not be public hearings. This is consistent with the Massachusetts Wetland Protection Act and 310 CMR 10.00.
- (2) Procedures and timeframes (e.g., for permit applications, issuance of permits) are to be made more consistent with the Massachusetts Wetland Protection Act and 310 CMR 10.00.
- (3) Improvements to the 50-foot No Build Zone performance standard.
- (4) Update terms and definitions.
- (5) Better define whether a given stormwater management system is considered a jurisdictional resource area.
- (6) Improve language relative to waivers.
- (7) Increase the amount of exempt minor activities, consistent with the Massachusetts Wetland Protection Act and 310 CMR 10.00, and place the specific minor activities within the Commission's regulations rather than the Bylaw.

More information on the proposed updates to the TWPB and its associated regulations can be found on the Conservation Commission's webpage of the Town of Tewksbury's website. Recordings of public outreach sessions, which served to educate Tewksbury residents on the proposed updates, can also be found on the Conservation Commission's webpage. To date, the proposed changes referenced herein have not yet been voted on at a Town Meeting.

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 at the following times:

Monday, Wednesday, Thursday: 07:30 A.M. to 04:30 P.M.
Tuesday: 07:30 A.M. to 06:00 P.M.
Friday: 07:30 A.M. to 12:30 P.M.

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; Vincent Fratalia, Vice Chair; and Jonathan Ciampa, Clerk. Other members of the Board include James Duffy and Nicholas Lizotte. Former Vice Chair and longtime member Robert Fowler retired from the Board and did not seek reelection in April 2023. Subsequently, new member Nicholas Lizotte was elected to the seat left vacant by Mr. Fowler.

The Planning Board reviews all new commercial projects, multifamily developments, 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 45 approvals for various projects ranging from signs, family suites, commercial projects, and residential developments. No new subdivision approvals were issued. Multiple businesses applied for and received approval for Sign Special Permits, including La Vita Dolce, Eco Auto, and Tewksbury Sports Club. Additionally, with the approval of retail marijuana in October 2022, there were consequently 10 filings in early 2023 for Site Plan Review. This resulted in higher-than-normal volume of public hearings, abutter notification, and plan review.

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 including practical updates to the newly accepted Zoning Bylaw and providing input into the proposed MBTA Communities Zoning Overlay District.

Board members are very active serving as representatives to other organizations; Vincent Fratalia represents the Board on the Community Preservation Committee and James Duffy represents the Board at the Northern Middlesex Council of Governments (NMCOG) council.

With a new Housing Production Plan having been completed in June 2023. The Planning Board is committed to a long-term effort to implement the vision, goals, and recommendations referenced therein, in addition to other guiding documents such as the Master Plan, and 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 2023, the CPC members were: Chairman John Deputat, Vice Chairman Tom Churchill, Pat Holland, Christopher Mullins, Vinny Fratalia, Steve Gove, 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 two meetings in 2023, April 27 and September 19, to discuss articles proposed at Annual Town Meeting. At May Annual Town Meeting, the articles concerned the allocation of funds for new lighting for the baseball fields at the Saunders Recreation Complex; new bleachers for the football fields at Saunders Recreation Complex; the removal of hazardous materials from the Ella Flemings School; and water quality monitoring and treatment at Long Pond. The total project costs were estimated at \$455,000, \$30,000, \$80,000, and \$92,741, respectively, and were approved by the Annual Town Meeting vote.

Additionally, at Special Town Meeting in October, the article concerned \$400,000 for lighting upgrades at LA Field on East Street, \$377,500 for the construction of pickle ball fields on East Street, and \$70,699 for the design and construction of a surface area at the Tewksbury Public Library for outdoor events.

Respectfully submitted,

John Deputat
Community Preservation Committee



NORTHERN MIDDLESEX COUNCIL OF GOVERNMENTS

The Northern Middlesex Council of Governments (NMCOG) was established in 1963 under Chapter 40B of the Massachusetts General Laws and is one of 13 regional planning agencies in the Commonwealth. NMCOG serves nine communities in the Greater Lowell area, including Tewksbury. It provides professional technical assistance in the areas of transportation, economic development, emergency management, land use, community development, permitting, smart growth, housing, historic preservation, open space and conservation, geographic information systems (GIS), pre-disaster mitigation and emergency response, and environmental protection. The Council's governing body is comprised of a chief elected official, Planning Board member, and alternate from each member community. Tewksbury's 2023 designees were: Jayne Wellman, Assistant Treasurer and Select Board; James Duffy, Planning Board; Alexandra Lowder, Alternate.

The agency strives to bring a regional and interregional perspective to all areas of planning and resource management by fostering cooperative efforts between municipalities and encouraging collaboration between the public and private sectors. NMCOG promotes the interests of the local communities at the state and federal levels, and it often acts as a liaison between the municipalities and other levels of government.

The Council maintains a staff of professional planners and technicians to assist in developing and implementing its policies. The Council meets monthly (usually the third Wednesday of each month) at 672 Suffolk Street, Suite 100, in Lowell, and all meetings have a remote option and are open to the public. Each NMCOG member community pays an equal per capita assessment, which is used to provide the local match for various state and federal grant programs. The Council's annual budget includes \$108,231 in local assessments, of which \$10,942 represents Tewksbury's share.

NMCOG devotes a large share of its resources to transportation issues. This year, NMCOG staff completed Envision 2050: the Greater Lowell Long-Range Transportation Plan, which must be updated every four years in accordance with federal requirements. The plan identifies and analyzes the region's transportation infrastructure and service improvement needs, projects future needs, and prioritizes federal investments across the region.

Locally, NMCOG continues to assist the Town in advancing projects including design of Town Center transportation improvements and Route 38 corridor improvements, and intersection improvements at Route 133 and River Road. NMCOG conducts an annual traffic-counting program, collecting over 100 counts at various locations throughout the region, including counts within Tewksbury. The traffic count data is incorporated into a regional traffic count report made available on NMCOG's website at www.nmcog.org.

NMCOG continues to assist the Lowell Regional Transit Authority (LRTA) in obtaining federal capital and operating assistance, marketing programs to improve ridership and revenue, statistical monitoring and analyses, and planning evaluation of the LRTA's route structure and scheduling. In Tewksbury, the LRTA provides fixed-route bus service Monday-Saturday on LRTA Route 11, which runs along Lowell Street, and LRTA Route 12, which runs mainly along Main Street and through the Tewksbury State Hospital. Additionally, in 2023 NMCOG staff completed the Coordinated Public Transit—Human Services Plan (CPT-HSP). The CPT-HSP is updated every three to five years and enables direct recipients and subrecipients to receive formula funding through Section 5310 to enhance mobility for seniors and individuals with disabilities. Shared ride transportation services are available to Tewksbury seniors and individuals with disabilities through the RoadRunner program.

NMCOG also provides direct housing and economic development assistance through the District Local Technical Assistance (DLTA) Program funded by the Massachusetts Executive Office of Housing and Livable Communities. In 2022, NMCOG started work with Town staff on an update to the Tewksbury Housing Production Plan (HPP). A Housing Production Plan contains a strategy for creating affordable housing for low and moderate income residents. Having an approved plan in place gives communities that are under the 10% threshold of Chapter 40B, but are making steady progress in producing affordable

housing on an annual basis, more control over comprehensive permit (40B) projects. The Plan was completed in June of 2023, when it was adopted by the Tewksbury Select Board and Planning Board, and subsequently approved by the State.

Under DLTA, NMCOG has been assisting Tewksbury to achieve interim compliance with Section 3A of Chapter 40A, more commonly known as the Multi-Family Zoning Requirement for MBTA Communities, by providing regional support as well as direct technical assistance to Town staff with the State's compliance model. This work is designed to ensure that zoning amendments proposed by the Town meet the requirements of the law.

In addition to these programs, NMCOG assists the Town with sustainability initiatives. Utilizing the Massachusetts Department of Energy Resources (DOER)-funded Regional Energy Planning Assistance program, NMCOG prepared a Green Communities annual report for Tewksbury. This helps the Town remain eligible for state grant funding to advance energy efficiency initiatives. NMCOG also provided other programs such as homeowner training on energy efficiency and clean energy workshops.

NMCOG is working with Tewksbury and 11 other communities in addressing the U.S. Environmental Protection Agency's Small Municipal Separate Storm Sewer System (MS4) permit requirements through the Northern Middlesex Stormwater Collaborative (NMSC). The Collaborative focuses on permit compliance by undertaking a common public education and outreach program that is customized by each participating community; providing training for municipal staff and boards; developing and utilizing a regional GIS system for mapping stormwater infrastructure across municipal boundaries; and assisting with the procurement of stormwater-related goods and services.

NMCOG completed an update of the Greater Lowell Comprehensive Economic Development Strategy (CEDS), which is funded by the U.S. Economic Development Administration (EDA). The CEDS summarizes the economic resources of the region, establishes an economic development vision for Greater Lowell, identifies goals, and establishes a regional Five-Year Action Plan with priority projects to foster continued economic growth and vitality. The CEDS also incorporates the concept of economic resilience, such as a community's ability to withstand and recover from economic shifts, natural disasters, pandemics, and the impacts of climate change. Regions must update their CEDS every five years in order for local communities to qualify for EDA assistance under the Public Works and Economic Adjustment Assistance programs; NMCOG has applied for a grant from the EDA to develop the next CEDS with work anticipated to begin in January of 2024.

Lastly, NMCOG staff serve as Tewksbury's Sealer of Weights and Measures. The Sealer of Weights and Measures is charged with enforcing the laws, rules, and regulations relating to the use of weighing and measuring devices in commercial transactions. The types of devices tested include scales, weights, fuel dispensers, vehicle tank meters used in the sale of liquid fuel, and supermarket scanners.

FINANCE DEPARTMENT

Auditors Reports

Board of Assessors

Treasurer's Cash

Tax Collector

GENERAL FUND BALANCE SHEET

June 30, 2023

ASSETS

General Cash			25,282,310.73
	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	6,261.69	
	FY20	16,540.71	
	FY21	13,246.66	
	FY22	11,329.37	
	FY23	97,875.17	
			200,479.29
	Real Estate:		
	FY17	106.02	
	FY18	104.85	
	FY19	178.99	
	FY20	689.70	
	FY21	687.88	
	FY22	2,304.13	
	FY23	711,014.94	
			715,086.51
	Supplemental RE Tax FY21	-	-
	Motor Vehicle Excise:		
	Prior 1996	(11.04)	
	FY06	10,050.43	
	FY07	13,261.93	
	FY08	13,957.84	
	FY09	12,250.44	
	FY10	8,897.43	
	FY11	13,137.22	
	FY12	11,301.40	
	FY13	16,317.95	
	FY14	15,283.91	
	FY15	11,002.62	
	FY16	12,960.26	
	FY17	15,144.49	
	FY18	18,111.10	
	FY19	19,221.00	

FY20	27,264.07	
FY21	40,890.63	
FY22	118,333.39	
FY23	586,116.85	
1997	132.50	
	-	963,624.42

Boat Excise:

FY05	116.00	
FY06	796.00	
FY07	1,035.00	
FY08	1,306.00	
FY09	1,402.00	
FY10	1,344.00	
FY11	1,364.00	
FY12	1,211.00	
FY13	1,093.00	
FY14	1,377.00	
FY15	1,425.00	
FY16	1,206.00	
FY17	1,186.00	
FY18	1,864.00	
FY19	1,992.00	
FY20	2,101.65	
FY21	188.00	
FY22	293.70	21,300.35

Other Receivables:

Tax Liens/Titles/Possessions	769,125.61	
Tax Foreclosure	1,726,102.16	
Deferred Taxes	300,885.03	
Ambulance Services	960,887.98	
Fire	569.30	
Veterans Services	159,149.08	
Due From Employees	21,502.50	3,938,221.66

TOTAL ASSETS

31,121,522.96

LIABILITIES/RESERVES

Warrants Payable		795,532.12
Accrued Payroll		
School Accrued Payroll		3,628,136.20
Payroll Withholdings Payable:		583,659.12
Unclaimed Property:		
Abandoned	1,164.43	
Tax Refunds	19,622.91	
		20,787.34
Taxes Paid in Advance		

Allowance for abatements and exemptions

Prior Years	4,443,615.14	
FY21	292,100.60	
FY22	351,867.43	
FY23	465,144.50	5,552,727.67

-

Deferred Revenue:

Real/Personal Taxes	(4,637,161.87)	
Tax liens	769,125.61	
Tax Titles/Possessions	1,726,102.16	
Deferred Taxes	300,885.03	
Motor Vehicle Excise	963,624.42	
Boat Excise	21,300.35	
Ambulance Service	960,887.98	
Fire	569.30	
Veterans Benefits	159,149.08	264,482.06

TOTAL LIABILITIES

10,845,324.51

Fund Balances:

Encumbrance Reserve	1,601,183.23
Reserved for Expenditures	111,715.97
Petty Cash	500.00
Unreserved/Undesignated	18,370,952.13
Reserved for Future Year Debt	191,847.12

TOTAL FUND BALANCES

20,276,198.45

Total Liabilities/Fund Balances

31,121,522.96

SPECIAL REVENUE FUNDS REPORT

June 30, 2023

Town Revolving/Grant Accounts

INS<150K-POLICE	126,790.52
ARTS LOTTERY	14,081.49
PLANNING SIDEWALKS	203,004.57
PLANNING BOARD CONSULT EXISTING	3,712.09
PLANNING BOARD CONSULT NEW	20,036.24
CONS COMM CONSULT NEW PROJECTS	11,175.12
ZBA COMPREHENSIVE HOUSING PERMIT	4,282.50
SASO ESCROW DEPOSITS	102,556.09
COMMUNITY PRESERVATION	5,845,944.98
PARKS AND RECREATION	138,620.31
TRAFFIC SIGNAGE	758.31
RECORDS PRESERVATION	85,907.81
COA REVOLVING	113,375.03
GIS REVOLVING	41,231.77
RECYCLING REVOLVING	463,071.43
ENERGY EFFICIENCY	128,387.99
BOARD OF HEALTH MEDICAL VACCINE	13,327.56
ELECTION GRANT	19,548.64
PRIMARIES	27,630.35
DRUG CONTROL	23,849.00
LIBRARY AID	85,017.60
MUNICIPAL RECYCLING INCENTIVE	1,538.36
BULLET PROOF VEST	(10,003.79)
BT RESPONSE PLAN CFDA#93-283	229.12
FEDERAL EQUITABLE SHARING	20,663.20
PRIORITY DEV SITE/CH 43D	10,934.00
FY18 STATE 911 TRAINING GRANT	300.03
FY17 UNDERAGE DRINKING GRANT	0.01
WALMART SUMMER CONCERT SERIES	312.66
DPH SUBSTANCE PREVENTION	(17,987.57)
HOARDING RESPONSE TEAM	20.48
FY16 GREEN COMMUNITIES	2.00
FIRE IMPROVEMENTS RESPONSE	11,177.81
MAHONEY EMERGENCY RESPONSE	8,375.82
SEWER PUMP STATION GENERATORS	36,722.50
SAFE & SR GRANT	7,790.00
FY16 UNDERAGE DRINKING	586.03
COA FORMULA GRANT	63,445.23
FY17 STATE 911 TRAINING GRANT	153.97
FY17 STATE 911 SUPPORT & INCENTIVE GRANT	0.03
REGIONAL JAIL DIVERSION PROGAM	(15,184.88)
CIRCLE HEALTH (1ST RESPOMDER)	7,500.00
2017 RIDE ASSESSMENT	23,376.80
BRIDGE/JDP PILOT TRANSPORTATION INITIATIVE	7,603.46

RETAIL PROGRAM STANDARDS GRANT	189.14
OJP GRANT (REG. POL. MENTAL HEALTH COLLAB.)	3,881.99
2020 COMMUNITY COMPACT IT GRANT	0.29
AMBULANCE GRANT	296.39
ALZHEIMERS FOUNDATION OF AMERICA GRANT	2.83
STIMULUS RELIEF FUND	10.43
MASS DEP SMALL SCALE INITIATIVE	3,000.00
ESMV COVID GRANT	1.43
STANTON FOUNDATION K-9 GRANT	4,009.03
BIDLS AGREEMENT	15.10
FY19 ASST TO FIREFIGHTER GRANT	3,968.54
Tareila Grant	956.00
CLFRF REIMBURSEMENT PROGRAM	2,154,663.96
CRISIS INTERVENTION TTAC	(72,155.81)
FY22 COMMUNITY GRANT	3,000.00
SIDEWALKS & STORMWATER INFR	100,000.00
MCOA EMHOT EXPANSION GRANT	(59,570.63)
SHAWSHEEN S/W CONST EARMARK	(240.00)
RECYCLING DIVIDENDS PROGRAM	3,780.00
POLICE RADIOS EARMARK	119.98
LGBTQ COMMUNITY VISIBILITY & RES	18,750.00
RT 133 IMPROVEMENTS	27,366.68
VETERANS GIFTS& DONATIONS	2,076.62
CABLE TV GIFT	1,201.24
FIRE GIFTS	381.18
DOG POUND GIFT	500.00
VICTOR SEWER GIFT	8,157.44
HOMECOMING GIFTS	2,059.74
LIBRARY GIFTS	16,302.13
FIRE HYDRANT GIFTS	137.55
POLICE GIFTS	16,615.87
DPW GIFTS	250.00
TAX ASSISTANCE PROGRAM	11,051.77
COA GIFT	701.03
TOWN MANAGER GIFT	1,090.56
HANOVER GROUP GIFT	115,854.22
LIBRARY SCHOLARSHIP	24.00
DOG GIFTS	82.89
TEWKS ECONOMIC DEVELOPMENT	906.69
PLANNING BRD GIFT	31,404.78
SHAWSHEEN PLACE	961.50
EAST ST ROADWAY IMPROVEMENT	75,000.00
WALMART - TRIAD	868.28
NAT'L GRID NORTH & LIVINGSTON	50,620.00
PULTE GROUP GIFT	606,201.28
NET METERING/SOLAR CREDIT	9,050.00
CAMOSCIO FAMILY GIFT	4,500.00
NE GRASSROOTS ENVIRONMENT	4.43
PROCEEDS FROM SALE OF TOWN LAND	1,340.65
WEIGHTS/MEASURE FINES	1,252.00
DRUG FORFEITURE	20,521.58
COA STIPEND	1,170.09

CONSERVATION ENGINEERING	2,540.18
WETLANDS PROTECTION	47,332.43
COMM DEV SEWER DESIGN REVIEW	575.36
ST CLAIR SEWER ESCROW	40,200.00
DOG FUND	62,498.63
SPORTING FEES	590.65
RECYCLING BINS	2,304.12
ZBA CONSULTING SERVICES	762.50
WOBURN ST IMPROVEMENT	25,000.00
DRAINAGE DEPOSITS	10,000.00
BOND REVOCATION	10,000.00
DISASTER RELIEF FUND	1,433.31
OAKDALE PLAZA IMPROVEMENTS	48,000.00
FIRESETTERS INTERVENTION PRGM	562.56
POLICE MAPC	1,735.97
PL BD AFFORDABLE HOUSING CPA (NEW)	40,000.00
CODE ENFORCEMENT	2,525.00
PARK ACTIVITY & PROG DONATIONS	8,647.00
REVALUATION SPECIAL ARTICLE	911.35
PWH ANIMAL ASSITED CRISIS	6,376.74
MEDICATION EDUCATION & DISPOSAL	1,300.00

Total Town Revolving/Grant Accounts

11,115,493.34

School Revolving/Grant Accounts

FACILITIES RENTAL-SCHOOL	74,279.77
HIGH SCHOOL PARKING	88,104.03
HIGH SCHOOL CLUBS	55,418.54
HIGH SCHOOL ATHLETICS	50,707.02
WYNN SCHOOL ATHLETICS	63.10
WYNN SCHOOL CLUBS	3,649.43
RYAN SCHOOL CLUBS	3,399.74
PSAT	21,917.72
SCHOOL RECREATION	8,827.48
SCHOOL LUNCH	1,468,300.16
ATHLETIC FUND	21,693.18
ADULT EDUCATION	74,228.18
PRE-SCHOOL PROGRAM	132,227.00
FULL DAY KINDERGARTEN	27,127.63
SCHOOL RECREATION BASKETBALL	62,534.87
TEXTBOOKS	7,063.25
NEW START PROGRAM	4,509.65
CICUIT BREAKER FUND	1,983,319.71
INSURANCE PROCEEDS	8,148.31
COPY CENTER	293.86
HALL OF FAME	1,025.00
PRESCHOOL EXTENDED DAY	134,885.83
NPEN	440.32
ALPHABEST TUITION REVENUE SHARE	67,138.94
REMEDIAL READING	1,341.90
TITLE VI-STUDENT SUPPORT #309	2,526.84
FY22 TITLE III DESE	3,392.03

BIG YELLOW SCHOOL BUS	2,900.00
FY18 INNOVATION PATHWAY PLANNING	1,198.18
STEM LAB/MAKER SPACE FOR RYAN SCHOOL	2,175.56
FY22 ESSER II	52,999.69
SCHOOL GIFT	21,887.42
SCHOLARSHIP GIFTS	1,500.00
SCHOLARSHIP FUND	1,289.90
EDUCATION FUND	3,791.67
HIGH SCHOOL GIFTS	5,867.93
FY22 ARP PK IDEA	340.40
LONG RANGE SCHOOL SPACE PLAN	2,073.07
SPECIAL EDUCATION RESERVE FUND	725,000.00

Total School Revolving/Grant Accounts

5,127,587.31

CAPITAL PROJECTS/SPECIAL ARTICLES

June 30, 2023

TMHS CONST	1,545,612.23
FY15#21	190,515.84
FEAS/TRAHA	628,280.64
911 RECC	(51,053.93)
CTR FIREST	663,137.26
TRANS PROJ	3,907.77
STORMWATER	652.02
STM10/04#9	30,029.90
ATM#16 5	37,592.32
CHAP 90	(307,326.01)
SWR ARTICL	1,121,260.07
#17 5/12	453.56
WTR ARTICL	4,889,312.11
ATM5/02 #8	86,981.38
5/05 #3	2,083.22
10/08 #5	17.43
ATM5/12#11	1,780.00
WATERLINES	25,416.48
WATERLINES	379,074.76
CABLE ART	3,895.25
TOWN HALL - CPA RESTORATION	11,943.24
LONG POND 10/9 ART #12	10,938.30
CPA RECORDS PRESERVATION	158,601.25
FY14 REHAB WAMESIT PARK	47,650.21
FY16 RAIL TRAILS	10,200.00
FY16 BAY CIRCUIT TRAIL BOARDWALK	1,523.82
REPLACE FRESCA FIELD FENCE	5,200.00
DEMARCATING OPEN SPACE	2,595.00
ENHANCE EXISTING TRAILS	11,944.65
DESIGNING BIKE PATH	50,000.00
EXPAND TRAIL AT CHANDLER ST WELLFIELDS	32,417.50
FITNESS COURT AT SAUNDERS REC AREA	1,883.00
TREATING AND CLEARING AT LONG POND	14,292.50
SAUNDERS RECREATION AREA NEW LIGHTS & POLES	29,452.52
TOWN & HISTORIC SOCIETY HISTORICAL INVENTORY	11,850.15
RENOVATE ELLA FLEMING SCHOOL	118,155.00
IMPROVE EXISTING TRAIL NETWORK	40,000.00
DRAIN IMPROV. SAUNDERS REC	8,734.00
TOWN COMMON BENCHES	2,048.00
SAUNDER REC SKATE PARK IMPROV	9,826.75
SAUNDERS REC BLEACHER INSTALL	55.00

Total Capital Projects

9,83,933.19

Town Manager

Articles STM FY19 Prior Year Invoices

390.82

Compensated Absence	
FY2021 prior year invoices	2,500.00
FY2022 Prior Year invoices	128,007.37
DPW & School Maint Facility	609,393.80
Accounting	
Professional Services- Adopt an island	1,041.11
Treasurer/Collector	
BAN Interest	
County Retirement	4,830.63
Assessor	
Administrative Services	
Town Clerk	
Planning	
Police	
Police Station Restoration	43,597.68
UTV Vehicle Police	40,000.00
Police Department upgrades	75,068.00
Fire	
Rescue Truck	12,000.00
New Ambulance	250,000.00
Rescue Truck	45,708.00
School	
District Wide Security	971.70
Heath Brook Water	11,420.00
Dewing Sewer Pump	20,431.50
HB & Dewing Capital improvement	61,981.00
School (entrance)	37,612.00
School Digital Filing	24,400.00
DPW	
6 Ton Asphalt hot	70,000.00
Sidewalks	4,739.13
FY18 Sidewalk co	0.22
Drainage/stormwater	5,120.00
Sidewalk Improvement	588,726.15
DSGN/ENG Traffic	2,457.50
DPW & School Maintenance	809,877.93
6WHL Dump W/Plow	140,000.00
6-8 YD Sander	20,000.00
Sidewalks	4,073.61
RUBBISH	
Sutton Brook Lane	185,460.00
COA	

	Library	
	Library Carpet	75,000.00
	Wood Carpet	7,739.00
	Parks	
	Police Department Upgrades	141,600.85
	Police Department	12,930.00
	Landscape Dump truck	135,182.30
Total Articles		<u>3,572,260.30</u>
Sewers Articles	763 Bobcat	12,143.03
	Sewer pump station modification	23,625.23
	Inflow & Infiltration Control	43,347.54
	Inflow & Infiltration Control	723.66
	Sewer Ford F-150	14,343.76
	Pump Station improvements	133,270.52
Total Sewers		<u>227,453.74</u>
Water Articles	Fire Hydrants	4,650.73
	Construction	1,508.51
	Distribution Service	22,221.49
	Fire Hydrants	80,063.97
	763 Bobcat	10,881.15
	Fire Hydrants	48,485.30
	Distribution System	29,978.07
	Water Dis Improvement	67,799.90
	Risk-Resil Assessment	8,450.00
	Backhoe	18,500.00
	Astl St Water Tank	68,350.31
	WTR Ford F150	30,000.00
	Water Tank Upgrade	391,466.96
Total Water		<u>782,356.39</u>
Mass Highway Grants		
Chapter 90 Projects		<u>471,197.50</u>
Total Mass Highway Grants		<u>471,197.50</u>

TRUST & AGENCY FUNDS

June 30, 2023

Conservation	162,708.43
Foster	31,313.30
Pierce	2,067.37
Cemetery	29,125.29
Stabilization	14,424,429.84
Fairgrieve	78,892.35
Mahoney	1,913.78
Friends of Library Endowment	33,739.25
Affordable Housing	6,389,090.14
OPEB	9,129,993.00
Health Insurance	11,188,465.34
Occupational Injury	91,285.06
Health Insurance Mitigation	27,771.00
Sewer Stabilization	-
Water Stabilization	-
Total Trusts	41,590,794.15
Bank Books/Bonds in Treasurer's Custody	
Planning Projects	814,166.04
Conservation Commission	160,614.76
Sewer Installers Bond	495,000.00
	1,469,780.80
Agency Funds	
Deputy Collector	-
Criminal History Board	8,728.00
Parks Security Deposit	-
Snack Bar Deposit	288.00
Student Activities H.S.	63,493.58
Student Activities Dewing	17,236.53
Student Activities Trahan	10,540.15
Student Activities Ryan	
Student Activities Heathbrook	
Student Activities Wynn	
Studdent Activities North St	
ZBA Deposits	
Invoice Cloud	
Police Detail	
Fire Detail	
Total Agency Funds	(56,662.67)

DEBT OUTSTANDING

June 30, 2022

Repair Sewer Pumps ATM 5/05 #15	345,000.00
Water System Improve ATM 5/07 #9	60,000.00
Ames Hill Tank ATM 5/09 #18	25,000.00
TMHS STM 3-1-10 GOB 2011	10,815,000.00
Sewer Pump Station 5/07 #15	145,000.00
TMHS Feasability 5/08 #2 2011	210,000.00
Water Lines #10 5/14 11-18-14	280,000.00
Refi "04 & 05" Water 11-18-14	205,000.00
Refi "04 & 05" Sewer 11-18-14	325,000.00
TMHS 3-1-10 11-18-14	1,800,000.00
Town Hall (CPA Historical) 11-18-14	2,760,000.00
Refi "06" Water Tank BAN 2015	45,000.00
Refi "06" Water Main BAN 2015	75,000.00
Refi "06" Sewerage BAN 2015	4,265,000.00
Water Treatment Plant 12-1-5	8,125,000.00
REFI "06" Senior Center Ban 2015	230,000.00
MWPAT 2 STM 10/04 #6	1,679,768.00
Sewer Seneca/Master ATM 5/02 #7	80,000.00
Town Wide Sewer STM 10/02 #1	30,070,000.00
New Center Fire Station 5/17	11,250,000.00
Sutton Brook Rem STM 10/15 #13	2,665,000.00
Senior Center Construction	225,000.00
New Elementary 5/19 ATM (ART8)	43,535,000.00
Waterlines 5/19 ATM (ART12)	1,025,000.00
Waterlines 6/22 ATM (ART 11)	900,000.00

Total Maturing Debt

121,139,768.00

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 Elementary 5/19 ATM (ART12)	38,503,724.00
New Center Fire Station 5/17	2,500,000.00
Waterlines 6/22 ATM (ART 11)	1,500,000.00
Astle St Watertank	1,800,000.00
DPW/School Maintenance Facility	26,500,000.00
Waterlines 5/1/2023	2,100,000.00

Total Loans Unissued

86,822,872.74

DEBT SERVICE PAYMENTS

	<u>Principal</u>	<u>Interest</u>
Senior Center Construction	75,000.00	12,750.00
Senior Center	115,000.00	16,100.00
Seneca/Navillus	20,000.00	4,000.00
Sewer Pump Station	15,000.00	7,000.00
Sutton Brook Landfill	205,000.00	83,281.26
Central Fire Station	750,000.00	395,625.00
Master Sewer	5,060,000.00	1,240,793.76
Sewer Pumps	65,000.00	14,800.00
Sewer Refi 04 & 05	135,000.00	18,537.52
Sewer Refi 06	370,000.00	163,906.26
Water - System improvement	10,000.00	2,400.00
Water - Ames Hill Tank	25,000.00	2,500.00
Water - Water Mains 2012	-	-
Water Ref 2012 BAN	-	-
Water Ref 2012 BAN	-	-
MWPAT Water	399,361.00	37,588.97
Water-Water Lines #10	140,000.00	17,325.00
Tewksbury High School	1,295,000.00	537,300.00
Tewksbury High School Design	25,000.00	10,450.00
Tewksbury High School	150,000.00	64,500.00
Town Hall (CPA)	230,000.00	98,900.00
Refi 04 & 05 Water	155,000.00	16,818.76
Refi 06 Water Tank	10,000.00	2,450.00
Refi 06 Water Main	25,000.00	4,500.00
Water Treatment Plant	625,000.00	307,031.26
Install Water Lines	175,000.00	58,300.00
New Elementary School	2,725,000.00	1,796,200.00
Install Water Lines	130,000.00	47,750.00
Short Term: Purchase LED street lights	-	-
Totals Paid	12,929,361.00	4,960,807.79

REVENUE REPORT

Taxes/Interest/Penalties:

Personal Property	8,766,539.23	
Real Estate	96,268,870.94	
Supplemental Taxes	179,731.38	
Deferred Taxes Redeemed		
Tax Titles Redeemed	255,446.15	
Tax Liens Redeemed	-	
Foreclosure Vacated	-	
Tax Possession Sold	-	
Gain on Sale of Town Land		
Motor Vehicle Excise	5,010,512.03	
Boat Excise	2,835.09	
Penalties/Interest/Legal:		
Tax Titles	54,129.54	
Def Tax		
Real/Pers/MVX/Boat	217,524.29	
Payments in Lieu of Taxes	46,962.02	
Assessor 38D		
Proforma Taxes		110,802,550.67

Charges/Fees:

Ambulance Charges		
Demand Fees	93,194.01	
Municipal Lien Certificates	22,350.00	
Misc fee- tax title	150.00	
Collector Demands		
T/C miscellaneous fees	6,741.20	
RMV Releases	16,220.00	
Trailer Park Fees	22,176.00	
Constable Fees		
Cell Tower rentals	-	
Charging station		
Sundry Rentals		
Tower Rentals		
Miscellaneous	-	
Premium on Bond Sales		160,831.21

From the Commonwealth:

Abatements:		
Surviving Spouses/Veterans/Blind	273,167.00	
Schools:		
Chap. 70 Aid	13,617,575.00	
Transportation		
Charter Schools	260,232.00	
Police Incentive		
Veterans Benefits	152,155.00	
FEMA/MEMA Reimbursement		

Lottery/ unrestricted aid	3,224,123.00	
State grant	-	
State-Owned Land	329,672.00	
Medicaid Reimbursement	391,989.24	
Homeless Transportation	-	18,248,913.24

Other Revenue Sources:

Hotel/Motel Tax	1,013,620.80	
FEMA Federal Reimbursement		
Investment Earnings	1,374,178.59	
Premium on bond sales	(2,000.00)	
Meals Tax	815,539.70	
Misc Rev	27,683.01	
Misc Non-recurring	130,139.13	
Sale of Property	113,000.00	
Medicare D Reimbursement	-	
Fire Medicare Reimb	71,704.00	
DPW Damage Recovery		
NESWC Refunds		
Sale of Fixed Assets		
Misc Reimbursements		
Puerto Rico FY18		
Transfers In	702,544.45	
Transfers from General Fund		4,246,409.68

Departmental Fees:

Manager/Selectmen	454,702.69	
Cable Franchise		
Assessors	4,300.00	
Treasurer/Collector		
Clerk	54,098.60	
Conservation		
Planning	17,678.00	
Appeals	9,373.00	
Police	-	
Towing Fees	5,960.00	
Special Detail Adm.- Police	22,189.96	
" " " - Fire	660.00	
Fire Inspections	9,350.00	
Fire	1,398.00	
Fire Reports	370.00	
Fire Ambulance charges	1,937,469.07	
Building	13,773.00	
Wiring	80,975.00	
Plumbing	59,480.00	
Weights/Measures	6,279.00	
Demolition	629.00	
School	-	
Trash Carts		
CRT Collections		
Hazardous Waste		

Health Miscellaneous	1,592.00	
Library	4,459.36	
Dog Fees		
DPW		2,684,736.68

Licenses/Permits:

Alcoholic Beverages	113,225.00	
Marijuana	10,800.00	
Selectmen	14,600.00	
Police	10,150.00	
Fire	15,695.00	
Building	957,835.03	
Public Works	-	
Street & Sidewalk Openings	11,620.00	
Trench Safety	6,190.00	
Physical Alteration	10,480.00	
Health	72,620.00	1,223,215.03

Fines:

State/Local Courts	28,140.93	
False Alarms		
In Lieu of Fines		
Library		
Parking	5,995.80	
Marijuana	-	
Weights & Measures		
Zoning		34,136.73

Total General Fund Revenue

137,400,793.24

APPROPRIATION RECAP

	APPROPRIATED	EXPENDED	BALANCE
MODERATOR			
Salary	1,000.00	1,000.00	-
Operating	1,075.00	1,000.00	75.00
SELECT BOARD			
Salaries	31,653.00	26,483.54	5,169.46
Operating	171,997.87	141,787.91	30,209.96
MANAGER			
Salaries	488,198.00	479,628.20	8,569.80
Operating	134,172.00	114,150.48	20,021.52
FINANCE COMMITTEE			
Salaries	2,515.00	2,515.00	-
Operating	689.00	352.00	337.00
Reserve Fund	40,378.93		40,378.93
ACCOUNTING			
Salaries	230,135.00	224,697.69	5,437.31
Operating	225,039.56	182,830.75	42,208.81
Outlay			-
COMPUTER SERVICES			
Salaries	170,989.00	118,112.23	52,876.77
Operating	237,977.55	191,425.36	46,552.19
Outlay	-	-	-
ASSESSORS			
Salaries	316,873.00	303,057.61	13,815.39
Operating	81,214.68	72,258.83	8,955.85
Outlay			-
TREASURER/COLLECTOR			
Salaries	355,934.00	352,362.82	3,571.18
Operating	76,935.77	59,603.91	17,331.86
Outlay			-
TOWN COUNSEL	152,875.00	122,977.50	29,897.50
PERSONNEL REVIEW BOARD			-
ADMIN. SERVICES			
Salaries	105,668.22	105,668.22	-
Operating	52,154.37	50,996.39	1,157.98

	APPROPRIATED	EXPENDED	BALANCE
CLERK			
Salaries	276,707.00	264,240.28	12,466.72
Operating	23,919.00	19,047.29	4,871.71
Outlay			-
ELECTIONS			
Salaries	96,100.00	58,284.90	37,815.10
Operating	48,167.00	33,030.84	15,136.16
Outlay	8,200.00		8,200.00
REGISTRARS			
Salaries	2,850.00	2,850.00	-
Operating	700.00	614.00	86.00
PLANNING			
Salaries	223,537.00	219,357.05	4,179.95
Operating	35,772.45	34,292.84	1,479.61
Outlay	-	-	-
TOWN HALL			
Salaries	59,872.00	59,237.35	634.65
Operating	248,877.82	215,769.66	33,108.16
AUXILIARY BUILDINGS			
Operating		-	-
Outlay			-
TOWN UTILITIES			-
POLICE			
Salaries	7,462,570.63	7,377,066.24	85,504.39
Operating	955,817.67	869,094.63	86,723.04
Outlay	408,652.72	386,056.76	22,595.96
FIRE			
Salaries	5,939,200.00	5,822,985.06	116,214.94
Operating	845,261.52	660,350.96	184,910.56
Outlay			-
RECC			
Assessment	490,809.00	-	490,809.00
BUILDING			
Salaries	355,324.00	353,126.13	2,197.87
Operating	17,750.05	14,807.20	2,942.85
Outlay			-
EMERGENCY MANAGEMENT			
Salaries		-	-
Operating	-	-	-
Outlay			-

	APPROPRIATED	EXPENDED	BALANCE
PARKING CLERK			
Salaries	4,000.00	4,000.00	-
Operating	5,200.00	4,144.00	1,056.00
SCHOOLS			
Salaries	36,779,312.20	36,682,712.85	96,599.35
Operating	35,662,166.22	34,786,011.57	876,154.65
Outlay	1,109,470.56	1,098,868.48	10,602.08
REGIONAL VOCATIONAL SCH.			
Regional vocational school	7,369,366.00	7,369,365.96	0.04
Essex north shore technical HS	133,414.00	77,961.00	55,453.00
DPW ADMINISTRATION			
Salaries	450,415.00	402,448.73	47,966.27
Operating	88,227.83	32,363.83	55,864.00
Outlay		(3,580.02)	3,580.02
DPW ENGINEERING			
Salaries	189,693.00	133,951.37	55,741.63
Operating	769,809.01	750,175.71	19,633.30
DPW HIGHWAY			
Salaries	1,072,861.00	934,073.00	138,788.00
Operating	529,869.19	367,457.40	162,411.79
Outlay			-
DPW FORESTRY			
Operating	156,747.71	110,941.25	45,806.46
Outlay			-
DPW FLEET			
Salaries	220,051.00	218,980.48	1,070.52
Operating	502,581.82	421,836.03	80,745.79
Outlay			-
DPW ELECTRIC			
Operating			-
Outlay			-
SNOW / ICE			
Salaries	155,000.00	152,839.88	2,160.12
Operating	720,440.26	493,407.29	227,032.97
Outlay	-	-	-
STREET LIGHTING			
Operating	201,407.83	51,711.40	149,696.43
CEMETERY			
	-	-	-
RUBBISH			
Rubbish Collection	1,899,449.05	1,751,201.05	148,248.00
Rubbish Disposal	1,077,133.80	875,371.39	201,762.41

	APPROPRIATED	EXPENDED	BALANCE
Condo Trash Collection			-
Legal Services	-	-	-
Sutton Brk Remediation	99,540.00	99,540.00	-
Solid Waste Legal	1,000.00		1,000.00
Recycling Programs	-	-	-
Rubbish Stabilization			-
HEALTH			
Salaries	302,366.38	300,180.66	2,185.72
Operating	30,291.96	24,937.39	5,354.57
COA			
Salaries	279,395.81	253,406.09	25,989.72
Operating	180,406.53	151,533.27	28,873.26
Outlay			-
VETERANS SERVICES			
Salaries	113,113.00	93,476.69	19,636.31
Aid/Operating	420,505.04	220,796.99	199,708.05
EXCEPTIONAL CHILDREN			
Salaries			-
Operating			-
COMMUNITY EVENT	38,876.79	26,890.79	11,986.00
LIBRARY			
Salaries	1,079,537.00	1,073,721.89	5,815.11
Operating	403,570.07	392,044.56	11,525.51
Outlay	-	-	-
FACILITIES & GROUNDS			
Salaries	293,014.00	292,917.36	96.64
Operating	328,302.36	275,041.68	53,260.68
Outlay	-	-	-
DEBT/INTEREST			
Principal	4,793,680.00	3,977,500.00	816,180.00
Interest/Debt	2,108,801.00	1,232,275.02	876,525.98
Interest/Temp. Loans	-	-	-
EMPLOYEE BENEFITS			
Retirement	7,496,822.00	7,494,751.91	2,070.09
Teachers E.R.I.			-
Occup.Injury Reserve	125,000.00	125,000.00	-
Unemployment Comp.	10,385.00	1,813.48	8,571.52
Group Insurance	4,630,843.00	4,322,736.46	308,106.54
Medicare	341,681.00	301,467.30	40,213.70
FIRE /LIABILITY INSURANCE	562,094.00	485,429.00	76,665.00

	APPROPRIATED	EXPENDED	BALANCE
STATE & COUNTY ASSESSMENT			
Operating	1,837,823.00	1,762,985.00	74,838.00
	134,951,226.23	128,565,807.82	6,385,418.41

SEWER ENTERPRISE FUND BALANCE SHEET

June 30, 2023

<u>ASSETS</u>		
Cash		7,491,486.93
Def Tax Sewer Connect		-
Def Tax Sewer Lien		4,033.24
Sewer Connections		
FY17	-	-
Sewer Rates		
FY20	765.46	
FY21	2,884.55	
FY22	133,647.84	
FY23	379,942.75	
		517,240.60
Sewer Liens		
FY22		-
Sewer Connection Liens		
FY17	-	-
TOTAL ASSETS		8,012,760.77
<u>LIABILITIES/RESERVES</u>		
Warrants Payable		37,138.10
Accrued Payroll		-
Bans Payable		-
Special Detail Payable		-
Other Liabilities		20,000.00
Deferred Revenues		
Sewer Connection	-	
Sewer Connection Lien	-	
Sewer Rec/Tax Liens	4,033.24	
Sewer Lien	-	
Deferred Revenue- Sewer Rates	517,240.60	
Sewer rate		521,273.84
TOTAL LIABILITIES		578,411.94
FUND BALANCES:		
Encumbrance Reserve	22,582.22	
Reserved Expenditures	1,375,000.00	
Res for Future Year Debt		
Unreserved/Undesignated	6,036,766.61	
TOTAL FUND BALANCES		7,434,348.83
Total Liabilities/Fund Balances		8,012,760.77

SEWER REVENUE REPORT

Sewer Enterprise Fund

Transfer In	
Bond Premiums	
Interest	35,612.58
Lein Interest	(7,242.87)
Demand Fees	3,955.91
Connection Fees	(108,704.00)
Sewer Rates FY20	432.58
Sewer Rates FY21	1,124.15
Sewer Rates FY22	271,633.00
Sewer Rates FY23	654,280.17
Sewer Liens FY21	
Sewer Liens FY22	16,207.86
Sewer Liens FY23	(100,000.00)
Drainlayer Renewal	
Fees	6,500.00
Application Fee	6,745.00
Miscellaneous Revenue	
COVID Fed Cares	
State Aid	24,994.00
Investment Earnings	192,127.43
Transfer From G/F	

Total Sewer Enterprise Fund Revenue

997,665.81

SEWER CAPITAL EXPENDITURES

Articles

FY15 Art#11 Inflow & Infiltration	723.66	
763 Bobcat	12,143.03	
Sewer Pumpstation	23,625.23	
ATM 5/7#15 Infiltration & inflow control	43,347.54	
Sewer Ford F-150	14,343.76	
Pump station improvement	133,270.52	
Total Capital Expenditures		227,453.74
		227,453.74

SEWER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
DPW SEWER			
Salaries	422,295.09	422,295.09	-
Operating	2,143,671.59	1,933,226.62	210,444.97
Outlay			-
DEBT/INTEREST			
Principal	2,832,500.00	2,832,500.00	-
Interest/Debt	750,579.02	724,518.78	26,060.24
Interest/Temp. Loans			-
RESERVE FUND	21,070.91	-	21,070.91
TRANSFER IN/OUT	38,785.00	38,785.00	-
EMPLOYEE BENEFITS			
Retirement	86,065.00	86,065.00	-
Group Insurance	127,887.00	127,887.00	-
Medicare	8,660.00	8,660.00	-
LIABILITY INSURANCE	28,521.00	28,521.00	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	10,356.00	10,356.00	-
Operating			-
ACCOUNTING			
Salaries	5,947.00	5,947.00	-
Operating	4,650.00	4,650.00	-
COMPUTER SERVICES			
Salaries	2,588.00	2,588.00	-
Operating			-
Outlay			-
TREASURER/COLLECTOR			
Salaries	26,238.00	26,238.00	-
Operating	8,912.00	8,912.00	-
ADMIN. SERVICES			
Salaries	1,634.00	1,634.00	-
Operating	451.00	451.00	-
DPW			
Salaries	298,696.00	298,696.00	-
Operating	123,597.00	108,597.00	15,000.00
Outlay			-
	6,943,103.61	6,670,527.49	272,576.12

WATER ENTERPRISE FUND BALANCE SHEET

June 30, 2023

ASSETS

Cash		2,711,206.13
Def Tax Water Lien		5,553.78
Cross Connection		
Refuse Access		
Water Connections		-
Water Rates		
FY20	677.38	
FY21	2,281.83	
FY22	208,262.65	
FY23	497,305.87	
		708,527.73
Water Liens		
FY19	8.00	
FY22	97.85	
		105.85
Commercial Water Meters	(0.14)	
		(0.14)
TOTAL ASSETS		3,425,393.35
Warrants Payable		16,573.46
Accrued Payroll		-
Due From State		
Deferred Revenues		
Connections		
Rec/Tax Liens	5,553.78	
Rates	708,527.73	
Refuse Access		
Liens	105.85	
Meter Replacement	(0.14)	714,187.22
TOTAL LIABILITIES		730,760.68
FUND BALANCES:		
Encumbrance Reserve	228,579.45	
Expenditures	320,000.00	
Reserve for Future Year Debt	185,087.59	
Unreserved/Undesignated	1,960,965.63	
TOTAL FUND BALANCES		2,694,632.67
Total Liabilities/Fund Balances		3,425,393.35

WATER ENTERPRISE FUND REVENUE REPORT

Water Enterprise Fund

Transfer in	
Bond Premiums	
Interest	46,699.49
Lien interest	1,797.48
Demand Fees	8,955.98
Cross Conn Survey	
Misc Water/sewer	14,953.28
Connection Fees	(52,797.70)
Water Rates FY20	275.40
Water Rates FY21	1,371.48
Water Rates FY22	297,451.00
Water Rates FY23	1,031,403.43
Water Liens FY21	
Water Liens FY22	23,518.82
Water Liens FY23	(400,000.00)
Application Fee	10,095.00
Water Meters	36,004.14
Water Cost Recovery	
Misc Revenue	525.00
COVID Fed cares revenue	
Investment Earnings	129,915.41
Transfer From G/F	
Nat'l Grid Utility Incentives	

Total Water Enterprise Fund Revenue

1,150,168.21

WATER CAPITAL EXPENDITURES

Water Ent Articles

Fire Hydrants	4,650.73	
Water Main Distribution system improvements	22,221.49	
Fire Hydrants	80,063.97	
763 Bobcat	10,881.15	
Fire Hydrants	48,485.30	
WTR distribution system improvements	29,978.07	
Water Dist improvement	67,799.90	
Risk-Resil Assessment	8,450.00	
Backhoe	18,500.00	
Astle St Water Tank improvement	68,350.31	
WTR Ford F-150	30,000.00	
Water Tank Upgrade	391,466.96	780,847.88
FY15 Dist Sys Improve Art #9		
Construction	1,508.51	
Engineering	-	1,508.51
Total Water Capital Expenditures		782,356.39

WATER OPERATING RECAP

OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
WATER DISTRIBUTION			
Salaries	665,308.00	576,348.15	88,959.85
Operating	405,419.78	294,820.86	110,598.92
Outlay	-	-	-
WATER TREATMENT			
Salaries	971,932.00	946,984.35	24,947.65
Operating	1,617,418.21	1,207,988.65	409,429.56
Outlay			-
DEBT/INTEREST			
Principal	1,694,361.00	1,694,361.00	-
Interest/Debt	879,341.00	496,663.95	382,677.05
Interest/Temp. Loans			-
WATER OPERATING			
Transfer In/Out	1,388,947.00	1,388,947.00	-
EMPLOYEE BENEFITS			
Retirement	464,408.00	464,408.00	-
Group Insurance	368,885.00	368,885.00	-
Medicare	24,511.00	24,511.00	-
LIABILITY INSURANCE			
	103,061.00	103,061.00	-
RESERVE FUND			
	-		-
WATER ENTERPRISE			
Transfer Out	-	-	-
ALLOCATED GENERAL FUND COSTS:			
MANAGER			
Salaries	10,356.00	10,356.00	-
Operating			-
ACCOUNTING			
Salaries	5,947.00	5,947.00	-
Operating	4,650.00	4,650.00	-
COMPUTER SERVICES			
Salaries	2,588.00	2,588.00	-
Operating			-
Outlay			-

TREASURER/COLLECTOR

Salaries	26,238.00	26,238.00	-
Operating	8,912.00	8,912.00	-

TOWN COUNSEL -

ADMIN. SERVICES

Salaries	1,634.00	1,634.00	-
Operating	451.00	451.00	-

DPW

Salaries	298,730.00	298,730.00	-
Operating	111,786.00	111,786.00	-
Outlay			-

9,054,883.99	8,038,270.96	1,016,613.03
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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-2023	FY-2024
Total Taxable Value of Real Property	\$6,260,234,547	\$6,847,017,457
Total Taxable Value of Personal Property	\$330,280,760	\$369,613,240
Total Taxable Value of Real and Personal Property	\$6,590,515,307	\$7,216,630,697
Total Value of Exempt Property	\$291,344,400	\$346,706,100

Tax Rates per \$1,000			
	Residential/Open Space	\$14.10	\$13.39
	Commercial/Industrial/Personal	\$26.59	\$25.24
	Motor Vehicle Excise	\$25.00	\$25.00

Total amount to be raised	\$162,552,114.96	\$173,796,831.23
Total estimated receipts and other revenue sources	\$56,967,751.08	\$64,073,797.58
Total tax levy	\$105,584,363.88	\$109,723,033.65
Overlay	\$ 643,478.53	\$ 413,187.65

	Count Fiscal Year 2023	Valuation Fiscal Year 2023	Count Fiscal Year 2024	Valuation Fiscal Year 2024
Single Family	7894	4,366,425,400	7923	4,773,987,300
Condo	2170	863,227,200	2175	963,729,400
MultiHouse & Other	21	15,619,900	21	16,924,400
Two Family	45	24,710,900	41	23,911,000
Three Family	13	8,871,300	13	9,812,100
Apartments & Boarding Hs	18	237,173,700	19	260,317,700
Vacant Land	557	34,992,446	539	31,148,379
Commercial	465	409,443,800	462	435,237,700
Industrial	238	252,518,801	238	276,357,078
Chapter	15	2,472,000	15	2,542,400
Mixed Use	31	44,779,100	34	53,050,000
Personal Property	814	330,280,760	789	369,613,240
Exempt	539	291,344,400	514	346,706,100

TREASURER'S CASH

CASH ON HAND JUNE 30, 2022	\$118,408,114.62
RECEIPTS TO JUNE 30, 2023	\$183,659,436.69
	\$302,067,551.31

PAID ON WARRANTS TO JUNE 30, 2022.....	(\$188,042,785.20)
BALANCE JUNE 30, 2022.....	\$114,024,766.11

DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT

WATER PROJECT-GENERAL LAWS, CHAPTER 44	\$12,419,768.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44	\$35,005,000.00
	\$47,424,768.00

**STATEMENT OF TOWN DEBT
FISCAL YEAR BASIS**

2023	12,929,361.00
2024	13,287,429.00
2025	13,410,660.00
2026	12,964,056.00
2027	12,942,623.00
2028	10,950,000.00
2029	9,305,000.00
2030	7,855,000.00
2031	6,425,000.00
2032	5,020,000.00
2033	5,015,000.00
2034	5,005,000.00
2035	5,000,000.00
2036	4,300,000.00
2037	3,470,000.00
2038	3,470,000.00
2039	2,720,000.00

TOTAL: 134,069,129.00

**STATEMENT OF INTEREST
FISCAL YEAR BASIS**

2023	4,960,807.79
2024	4,326,239.87
2025	3,674,008.98
2026	3,106,305.56
2027	2,609,838.77
2028	2,149,212.54
2029	1,783,262.54
2030	1,492,687.54
2031	1,246,537.52
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	81,600.00

TOTAL: 29,528,888.67

CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2023

AFFORDABLE HOUSING	\$ 6,389,090.14
ARTS LOTTERY	\$ 14,081.49
COMMUNITY PRESERVATION ACT	\$ 5,183,337.72
CEMETERY PERPETUAL CARE FUND	\$ 29,125.29
CONSERVATION FUND	\$ 158,133.43
EDUCATION FUND	\$ 3,791.67
FAIRGRIEVE FUND	\$ 84,578.88

FOSTER SCHOOL FUND	\$ 31,313.30
LIBRARY ENDOWMENT FUND	\$ 33,739.25
LIBRARY GIFT FUND	\$ 4,903.95
MAHONEY FUND	\$ 1,913.78
PEIRCE FUND	\$ 2,067.37
PLANNING FUND	\$ 3,712.09
SCHOLARSHIP FUND	\$ 1,289.90
ST CLARE FUND	\$ 40,353.94
STABILIZATION FUND	\$14,424,429.84
TAXATION FUND	\$ 11,051.77
HEALTH TRUST FUND	\$ 7,211,329.12
VICOR FUND	\$ 8,157.44
TOTAL TRUST FUNDS	\$33,636,400.37

PROPERTY TAX LEVIES AND COLLECTIONS

FISCAL YEAR 2023

<u>REAL ESTATE</u>	<u>F/Y 2023</u>	<u>F/Y 2022</u>	<u>F/Y 2021</u>
Commitments	\$98,034,574.02	\$ 2,695.88	-
O/S 07/01/22	-	\$ 770,030.38	\$ 723.66
Collections	(\$ 96,906,631.18)	(\$ 765,190.31)	(\$ 34.70)
Abatements	(\$ 43,178.66)	(\$ 25,974.61)	-
Refunds	\$ 159,861.49	\$ 15,421.95	-
Added To Tax Title	(\$ 166,095.47)	(\$)	\$ -
Deferred Taxes	(\$ 42,876.26)	-	-
Tax Possession	(\$ 0.00)	-	-
Misc Adjustments	(\$ 360,427.77)	\$ 5,317.08	(\$ 0.00)
BALANCE 06/30/23	\$ 675,226.16	\$ 2,300.37	\$ 688.96

WATER & SEWER

<u>SEWER CONN LIENS</u>	<u>F/Y 2023</u>	<u>F/Y 2022</u>	<u>F/Y 2021</u>
Commitments	\$15,771,633.08	-	-
O/S 07/01/22	-	\$ 970,875.29	\$ 7,687.01
Collections	(\$14,488,118.59)	(\$ 658,743.41)	(\$ 2,545.63)
Abatements	(\$)	(\$ 3,161.71)	-
Refunds	\$ 78,763.84	\$ 4,692.86	\$ -
Liened to Real Estate	(\$)	(\$ 0.00)	-
Deferred	-	-	-
Misc Adjustments	(\$ 485,029.71)	\$ 28,345.31	\$ 25.00
BALANCE 06/30/23	\$ 877,248.62	\$ 342,008.34	\$ 5,166.38

PERSONAL PROPERTY

<u>PERSONAL PROPERTY</u>	<u>F/Y 2023</u>	<u>F/Y 2022</u>	<u>F/Y 2021</u>
Commitments	\$ 8,786,748.16	-	-
O/S 07/01/22	-	\$ 105,463.81	\$ 948.29
Collections	(\$ 8,684,674.95)	(\$ 96,195.31)	(\$ 2,617.19)
Abatements	(\$ 4,582.72)	-	-
Refunds	\$ 1,373.57	\$ 2,096.69	\$ 14,463.27
Misc Adjustments	(\$ 988.89)	(\$ 35.82)	\$ 452.29
BALANCE 06/30/23	\$ 97,875.17	\$ 11,329.37	\$ 13,246.66

<u>MOTOR VEHICLE EXCISE</u>	<u>F/Y 2023</u>	<u>F/Y 2022</u>	<u>F/Y 2021</u>
Commitments	\$ 4,846,874.14	-	-
Add'l Commitments		\$ 484,417.82	\$ 46.52
O/S 07/01/22	-	\$ 442,491.52	\$ 92,702.73
Collections	(\$ 4,204,940.35)	(\$ 794,001.75)	(\$ 53,071.09)
Abatements	\$ 100.00	50.78	-
Refunds	\$ 20,430.29	\$ 36,440.75	\$ 3,680.78
Misc Adjustments	(\$ 76,347.23)	(\$ 51,065.73)	(\$ 2,468.31)
BALANCE 06/30/23	\$ 586,116.85	\$ 118,333.39	\$ 40,890.63

<u>BOAT EXCISE</u>	<u>F/Y 2023</u>	<u>F/Y 2022</u>	<u>F/Y 2021</u>
Commitments	-	\$ 3,030.00	-
O/S 07/01/22	-	-	\$ 396.00
Collections	-	(\$ 2,484.09)	(\$ 208.00)
Abatements	-	-	-
Refunds	-	\$ 0.00	
Misc Adjustments	-	(\$ 252.21)	(\$)
BALANCE 06/30/23	\$ 0.00	\$ 293.70	\$ 188.00

CABLE ENTERPRISE FUND BALANCE SHEET

June 30, 2023

ASSETS

Cash	2,648,685.38
TOTAL ASSETS	2,648,685.38

LIABILITIES/RESERVES

Warrants Payable	9,492.98
Accrued Payroll	
TOTAL LIABILITIES	9,492.98

FUND BALANCES:

FB reserve for encumbrances	64,234.15
FB/RES for expenditures	200,000.00
Unreserved/Undesignated	2,374,958.25
TOTAL FUND BALANCES	2,639,192.40
Total Liabilities/Fund Balances	2,648,685.38

-

CABLE ENTERPRISE FUND REVENUE REPORT

Cable Enterprise Fund

Transfer In

Other Revenue

Cable TV Franchise Fee- Verizon

30,959.23

Cable TV Franchise Fee- Comcast

(47,860.98)

Investment Earnings

62,913.05

Transfer From G/F

Total Cable Enterprise Fund Revenue

46,011.30

CABLE OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
Cable			
Salary	188,478.00	176,572.87	11,905.13
Operating	179,254.03	93,117.89	86,136.14
Outlay	241,902.30	172,739.75	69,162.55
			-
			-
	609,634.33	442,430.51	167,203.82

CABLE CAPITAL EXPENDITURES

Articles

-

-

Total Capital Expenditures

-

STORMWATER FUND BALANCE SHEET

June 30, 2023

ASSETS

Cash	1,463,135.33
Def Tax Stormwater Lien	172.14
2021 Stormwater rate	350.00
2022 Stormwater rate	37,692.01
2023 Stormwater rate	88,302.17
2022 Stormwater Lien	75.00
TOTAL ASSETS	1,589,726.65

LIABILITIES/RESERVES

Warrants Payable	107,549.82
Def Rec/Def tax Stormwater Lien	172.14
Def Rev Stormwater rates	126,344.18
Def Rev Stormwater Liens	75.00
TOTAL LIABILITIES	234,141.14

FUND BALANCES:

Encumbrance Reserve	407,549.66
Unreserved/Undesignated	948,035.85
TOTAL FUND BALANCES	1,355,585.51
Total Liabilities/Fund Balances	1,589,726.65

-

STORMWATER REVENUES

Stormwater Fund

Stormwater Rate FY21	(399.75)
Stormwater Rate FY22	44,955.95
Stormwater Rate FY23	(12,274.68)
Stormwater interest	6,333.71
Stormwater Lien Interest	226.57
Stormwater Lien FY22	2,387.24
Miscellaneous Fee	5,058.00
Investment Earnings	26,533.00
Testing Sump Pump	180.00

Total Stormwater Fund Revenue

73,000.04

STORMWATER CAPITAL EXPENDITURES

Articles

-

Total Capital Expenditures

-

STORMWATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
Stormwater			
Operating	963,396.21	368,787.03	594,609.18
Outlay	744,568.20	351,265.73	393,302.47
			-
			-
	1,707,964.41	720,052.76	987,911.65

EMPLOYEE EARNINGS

TOWN EMPLOYEE EARNINGS

Last Name	First Name	MI	Location	Amount	Regular	Overtime	Detail
TOWN MODERATOR							
WEIR	DUSTIN	L	T114	1,000.00	1,000.00		
SELECT BOARD							
HOLLAND	PATRICK		T122	1,250.01	1,250.01		
JOHNSON	TODD	R	T122	6,000.00	6,000.00		
KELLY	JAY	J	T122	3,750.02	3,750.02		
KRATMAN	MARK	S	T122	5,000.03	5,000.03		
MACKEY	JAMES	F	T122	5,000.03	5,000.03		
WELLMAN	JAYNE	E	T122	5,000.03	5,000.03		
TOWN MANAGER							
MIRABELLA	ANA	P	T123	71,835.51	71,835.51		
MONTUORI	RICHARD	A	T123	221,248.47	221,248.47		
RYAN	AMY	E	T123	62,734.98	62,734.98		
SADWICK	STEVEN	J	T123	143,914.65	143,914.65		
FINANCE COMMITTEE							
LEVASSEUR	KATHLEEN	A	T131	2,998.42	2,998.42		
AUDITOR							
CONNELLY	CHRISTINE	M	T135	34,800.02	34,800.02		
DOYLE	NICOLE	D	T135	71,653.36	71,653.36		
FLORINO	RONALD	J	T135	27,721.51	27,721.51		
REGO	ALBANO	S	T135	101,575.31	101,575.31		
COMPUTER SERVICES							
BENT	JAMES	W	T136	111,346.32	111,346.32		
CHENG	HAO		T136	12,252.00	12,252.00		
BOARD OF ASSESSORS							
DEMEO	PATRICIA	A	T141	44,105.16	44,105.16		
DULONG	LINDA	A	T141	79,978.68	79,978.68		
FLANAGAN	BARBARA	A	T141	1,535.88	1,535.88		
FOLEY	JOANNE	P	T141	112,386.37	112,386.37		
LUPPI	ALLISON	K	T141	93.05	93.05		
MOORE	SUSAN	E	T141	1,535.88	1,535.88		
RAGUCCI	STACY	R	T141	58,475.13	58,291.64	183.49	
SARRAF	PAMELA	L	T141	651.35	651.35		
TREASURER/COLLECTOR							
BLAKENEY JR	WILLIAM	L	T145	86,124.93	86,124.93		
CATYB	DIANE	B	T145	4,662.42	4,662.42		

DE LA CRUZ	MELANIE		T145	28,524.60	28,524.60	
DOYLE	KAREN	D	T145	52,821.64	52,821.64	
FLORINO	LYDIA	R	T145	53,102.26	53,102.26	
MAZZAPICA	MARY	M	T145	59,613.72	59,613.72	
METIVIER	JANICE	A	T145	5,011.06	5,011.06	
ODAMS	KELLY	L	T145	109,437.89	109,437.89	
SALEMME	DENISE	R	T145	83,489.86	83,489.86	
SARRAF	PAMELA	L	T145	6,101.48	6,101.48	

ADMINISTRATIVE SERVICES

BELANGER	TERESA	L	T153	116,952.72	116,952.72	
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TOWN CLERK/TOWN ELECTIONS

D'AMPOLO	TRACY	L	T161	47,075.22	45,474.06	1,601.16
DESISTO	KERRI	L	T161	39,668.83	37,991.30	1,677.53
GRAFFEO	DENISE		T161	120,918.94	118,485.96	2,432.98
MCMULLEN	SARAH	C	T161	65,679.45	63,583.18	2,096.27
ASSELIN	ERIN	W	T162	580.19	580.19	
BANGS	JUDY	A	T162	531.57	531.57	
BAUMOEL	NANCY		T162	309.94	309.94	
BEATTIE	ELEANOR	M	T162	3,052.50	3,052.50	
BEEAN	LILLIAN	K	T162	1,391.44	1,391.44	
BEY-ALLEN	GEORGIA	L	T162	2,232.25	2,232.25	
BOYLE	RONALD	E	T162	688.12	688.12	
BRADLEY	TAMMIE	R	T162	870.01	870.01	
BRANCHAUD	KARLA		T162	1,169.50	1,169.50	
BRANCHAUD	THOMAS	R	T162	229.13	229.13	
CARRIERE	LORRAINE	H	T162	711.00	711.00	
CASEY	ELINOR	M	T162	320.63	320.63	
CHAMBERS	MAUREEN	E	T162	637.69	637.69	
CICERO	CHRISTINE	M	T162	15.00	15.00	
CINTOLO	KAREN	E	T162	629.44	629.44	
CREAMER	SANDRA	L	T162	472.32	472.32	
CRISI, SR	DAVID	A	T162	374.63	374.63	
CUNEO-BURNS	HEATHER	D	T162	373.31	373.31	
CUNNINGHAM	LAUREN	T	T162	157.50	157.50	
DRISCOLL	LISA	E	T162	641.63	641.63	
EASLEY	KAREN	W	T162	40.00	40.00	
EASLEY	RAYMOND	L	T162	40.00	40.00	
FAHEY	MEREDITH	K	T162	592.14	592.14	
FLANAGAN	BARBARA	A	T162	247.69	151.50	96.19
FOLEY	KENNETH	W	T162	317.07	317.07	
FOLEY	SHIRLEY		T162	317.07	317.07	
FORLIZZI-ROCHE	DENISE		T162	1,613.25	1,613.25	
FROST	DENISE	L	T162	659.44	659.44	
GRIFFIN	JENNIFER	L	T162	118.88	118.88	
GUSTUS	GERALD	F	T162	605.63	605.63	
HAINES	DONNA	G	T162	452.45	452.45	

HANLEY	ROBERT	E	T162	570.38	570.38	
HIGGINS	JANICE	C	T162	795.00	795.00	
HOGAN	JEANNE	M	T162	695.25	695.25	
HURLEY	MARGUERITE	L	T162	238.69	238.69	
IMPINK	PAIGE	F	T162	1,321.25	1,321.25	
IMPINK	VICTOR	N	T162	24.00	24.00	
KALKWARF	STEPHEN	C	T162	435.00	435.00	
KEDDIE	PATRICIA	A	T162	263.63	263.63	
KELLER	CAROLE	A	T162	399.00	399.00	
KINNON	CHRISTINE	E	T162	687.20	687.20	
KINNON	STEPHANIE	B	T162	393.25	393.25	
KUSHMEREK	DIANE	L	T162	460.13	460.13	
LAMARCA	THEODORA		T162	1,393.50	1,393.50	
LAZZARA	MARY	E	T162	537.19	537.19	
LERMAN	RICHARD	L	T162	260.06	260.06	
LOZOWSKI	DENISE	J	T162	2,391.25	2,391.25	
MACNEIL	LAUREEN	M	T162	742.00	742.00	
MAGUIRE	JANET	A	T162	723.76	723.76	
MCFAYDEN	BETH	L	T162	812.26	812.26	
MCNAMARA	CHARLENE	M	T162	1,015.00	1,015.00	
MURPHY	MARILYN	A	T162	26.25	26.25	
OLIVA	SANDRA	A	T162	691.69	691.69	
OLIVA	VINCENT	J	T162	691.69	691.69	
PAGLIUCA	KELLY	A	T162	598.69	598.69	
PANASUK	CHRISTIAN	L	T162	990.25	990.25	
PHANEUF	GERALD	T	T162	259.31	259.31	
PHANEUF	KATHLEEN	M	T162	244.69	244.69	
POLI	LINDA	A	T162	465.00	465.00	
POWERS	JACQUELINE	E	T162	149.32	-	149.32
QUINTON	PRISCILLA	N	T162	1,094.43	1,094.43	
RONAN	DANIEL	S	T171	82.00	52.00	30.00
RYAN	LORETTA	A	T162	1,130.50	1,130.50	
SHEEHAN	NIAMH		T162	487.56	487.56	
SHIRTON	JESSICA	M	T162	42.75	42.75	
SPANOS JOHNSON	SANDRA	A	T162	312.25	312.25	
TARLOWSKI	RICCARDA		T162	758.88	758.88	
TOPPIN	DAVID	M	T162	851.82	851.82	
TOPPIN	JOANNE	R	T162	976.15	976.15	
TOPPING	CHRISTINE	A	T162	807.57	807.57	
TORNAME	NANCY		T162	199.50	199.50	
TORRO	AMY	L	T162	362.44	362.44	
TRUDEAU	JACOB	A	T162	121.12	121.12	
TRUDEAU	STEPHEN	A	T162	161.25	161.25	
WANDERS	KAREN	M	T162	188.82	188.82	
WEIR	DUSTIN	L	T162	460.50	228.00	232.50
WHITE	EMMA	L	T162	81.94	81.94	
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							
GOVE	STEVEN	E	T171	1,000.00	1,000.00		
HOLLAND	PATRICK		T171	500.00	500.00		
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							
CIAMPA	JONATHAN	T	T175	2,500.00	2,500.00		
DUFFY	JAMES	J	T175	2,500.00	2,500.00		
FOWLER	ROBERT		T175	1,250.00	1,250.00		
FRATALIA	VINCENT	S	T175	2,500.00	2,500.00		
JOHNSON	STEPHEN	G	T175	3,000.00	3,000.00		
LIZOTTE	NICHOLAS	J	T175	1,250.00	1,250.00		
FONTAINE	JOSEPH	E	T175	68,829.08	68,829.08		
JOHNSON	MELISSA	A	T175	1,944.92	1,944.92		
LOWDER	ALEXANDRA	M	T175	74,701.36	74,701.36		
POWERS	JACQUELINE	E	T175	59,799.60	59,684.74	114.86	
TELEMEDIA							
DORRINGTON	BRIAN	J	T191	99,621.35	99,621.35		
MARSHALL	JASON	P	T191	71,093.18	71,093.18		
MIRABELLA	JOSEPH	A	T191	1,190.00	1,190.00		
PAFUME	STEVEN	L	T191	3,893.97	3,893.97		
TOWN HALL							
RAY	SANDRA	M	T192	67,024.99	58,974.61	8,050.38	
POLICE							
ADAMS	BRUCE	E	T210	80,720.52			80,720.52
ADAMS	CHRISTOPHER	R	T210	123,809.35	87,772.15	21,370.72	14,666.48
ALARI	CAROL	M	T210	13,845.76	1,744.64	12,101.12	
AMPONSAH	KUKUA		T210	26,195.52	26,195.52		
BARBERA	JOSHUA	J	T210	137,108.47	85,626.88	38,386.35	13,095.24
BEERS	RACHEL	S	T210	66,734.53	66,734.53		
BERGERON	KATHRYN	H	T210	21,282.47	21,282.47		
BETTANO	CHRISTOPHER	J	T210	117,004.00	87,671.62	18,683.66	10,648.72
BJORKGREN	ROBERT	M	T210	107,899.16	89,101.24	6,517.44	2,280.48
BOUDREAU	AUDIE	E	T210	4,598.02			4,598.02
BOURASSA	ALEXANDRA	L	T210	75,225.07	69,363.13	5,861.94	
BYRNE	CHRISTOPHER	A	T210	116,120.51	91,183.53	23,976.98	960.00
CAMERON	MARISSA	A	T210	13,260.00	13,260.00		
CAPUANO	KAREN	M	T210	93,976.74	76,782.46	10,406.78	6,787.50
CASEY	JOHN	M	T210	1,913.29	-	233.29	1,680.00
CASEY	THOMAS	M	T210	26,610.52			26,610.52
CASINO	STEPHANIE	P	T210	25,693.42	25,693.42		

CATYB	DIANE	B	T210	63,613.09	57,928.80	5,684.29	
CIARAMELLA	NICHOLAS	A	T210	60,869.67	55,159.09	4,750.58	960.00
COLUMBUS	ALYSIA	M	T210	142,641.77	127,311.14	15,330.63	
COLUMBUS	RYAN	M	T210	184,200.26	184,200.26		
CONNOR	PATRICK	M	T210	216,315.27	33,334.55	49,035.72	33,945.00
CONTALONIS	THOMAS	J	T210	69,155.15	67,089.76	2,065.39	
COOKE	THOMAS	M	T210	98,891.92	91,582.07	6,829.85	480.00
COVIELLO	CHRISTOPHER	J	T210	37,841.05	311.05		37,530.00
CUCCIO	DYLAN	J	T210	32,051.11	27,979.81	4,071.30	
CUSTANCE	LAURA	A	T210	74,720.48	68,377.91	6,342.57	
DONAHUE	MICHAEL	W	T210	2,960.00			2,960.00
DONOGHUE	JOHN		T210	515.52	515.52		
DONOVAN	ANDREW	J	T210	111,264.24	70,136.85	25,359.87	15,767.52
DONOVAN	MATTHEW	D	T210	110,506.92	100,620.01	7,951.91	1,935.00
DONOVAN	MICHAEL	A	T210	132,683.44	105,766.95	17,593.69	9,322.80
DUFFY	DAVID	J	T210	125,156.44	89,399.34	20,742.22	15,014.88
EDMONDS	CHARISSA	S	T210	35,291.84	33,940.65	1,351.19	
EMERSON	CHARLES	B	T210	18,437.44	18,437.44		
FARNUM	BRIAN	J	T210	151,857.91	126,038.55	25,819.36	
FIELD	ROBERT	D	T210	211,009.50	140,704.31	50,898.47	19,406.72
FINERAN	KELLY	A	T210	84,995.86	84,995.86		
FORTUNATO	JOSEPH	C	T210	8,823.63	8,823.63		
GALLAGHER	SHANE	Q	T210	136,346.57	106,771.12	24,520.45	5,055.00
GAMBLE	NICHOLAS	J	T210	8,927.38	8,927.38		
GATH	PHILIP	M	T210	6,705.00	-		6,705.00
GAYNOR	SCOTT	P	T210	44,108.62	44,108.62		
GORDON	KAYLA	M	T210	94,504.94	87,865.06	6,039.88	600.00
HANLEY	ERIC	E	T210	117,821.32	89,527.90	20,064.38	8,229.04
HARRINGTON	PATRICK	J	T210	158,534.64	126,065.96	25,525.44	6,943.24
HARRIS	JO-ANN		T210	44,408.36	39,728.64	4,679.72	
HILDEBRAND	MARK		T210	30,916.25			30,916.25
HOMSY	MICHAEL	A	T210	1,640.00			1,640.00
HUNT	RYAN	J	T210	103,620.67	85,810.45	10,190.22	7,620.00
JACOBS	ZACHARY	J	T210	33,622.69	27,979.80	5,162.89	480.00
JAREK	JOHN		T210	61,569.79			61,569.79
JAREK	MATTHEW	J	T210	61,040.84	311.05		60,729.79
JOHNSON	STEPHEN	R	T210	34,734.21	33,940.65	793.56	
JONES	MICHAEL	F	T210	92,423.64	86,489.05	5,934.59	
KEDDIE	SCOTT	A	T210	41,733.49			41,733.49
KELLEHER	DENNIS	J	T210	140,328.89	87,671.66	8,703.67	43,953.56
KELLEY	JOSEPH	C	T210	147,098.18	116,544.19	28,31807	2,235.92
KELLY	TIMOTHY	W	T210	6,735.00			6,735.00
KNOOPS	PETER	J	T210	107,284.36	73,227.94	16,836.42	17,220.00
KNOWLES	CHERYL	M	T210	66,584.52	66,584.52		
LAPOINTE	DANA	T	T210	101,635.91	70,006.64	19,163.75	12,465.52
LEFEBVRE	CHRISTOPHER	A	T210	128,266.68	99,001.74	28,904.94	360.00
LEVY	DAVID	W	T210	18,258.75			18,258.75
LIM	CHY	H	T210	81,149.57	66,234.10	6,866.99	8,048.48

LINDAHL	JUSTIN	A	T210	58,175.31	57,290.25	85.06	
MACCARIO	MICHAEL	A	T210	115,679.36	85,052.93	27,266.43	3,360.00
MCLAUGHLIN	MICHAEL	J	T210	145,085.13	110,113.63	31,491.50	3,480.00
MCMAHON	MARKUS	E	T210	128,685.14	89,780.19	16,301.83	22,603.12
MCNAMARA	JASON	R	T210	4,145.00			4,145.00
MCPHAIL	CHARLES		T210	54,528.13			54,217.08
MENDONCA	JOE	R	T210	130,620.46	88,875.11	34,205.95	7,539.40
MIANO	DAVID	M	T210	81,959.29	79,084.04	2,155.25	720.00
MORIN	BREANNE	L	T210	14,278.44	14,278.44		
MORRIS	PAUL	E	T210	35,880.40	35,738.34	142.06	
MURRAY	PETER	C	T210	127,419.98	91,583.78	30,593.20	5,243.00
NEWCOMB	MICHAEL	S	T210	163,832.08	119,751.40	21,589.00	22,491.68
NICOSIA	PAUL	J	T210	117,683.51	87,927.66	9,346.85	20,409.00
O'HARE	JAMES	P	T210	2,805.00			2,805.00
OBRIEN	MATTHEW	D	T210	53,342.12	48,691.66	4,650.46	
OKEEFE	KIMBERLY	A	T210	93,305.51	89,527.82	3,777.69	
OTERI	TIMOTHY	C	T210	18,437.44	18,437.44		
PAGE-SHELTON	MATTHEW	C	T210	119,424.91	119,424.91		
PAUL	RICHECARD	W	T210	81,212.51	81,212.51		
PELRINE	MICHAEL	P	T210	102,262.92	81,891.89	7,359.67	13,011.36
PELRINE	STEPHEN		T210	29,737.50			29,737.50
PEOU	SANGVARAK	Y	T210	8,023.70	6,640.97	298.53	1,084.20
PETERSON JR	DENNIS	J	T210	162,875.48	120,450.17	27,896.87	14,528.44
PHILLIPS	PETER	J	T210	35,640.00			35,640.00
PICCOLO	ARTHUR	M	T210	108,224.16	87,376.23	6,822.93	14,025.00
POWERS	STEPHEN	M	T210	54,172.50			54,172.50
QUINN	STEPHEN	J	T210	115,117.00	89,198.90	22,663.10	3,255.00
REESE	KEVIN		T210	6,690.00			6,690.00
REGAN	PETER	L	T210	114,585.23	96,753.78	17,591.45	240.00
RICHARDSON	ANDREW	J	T210	18,280.65	17,421.64	859.01	
ROWE	MATTHEW	S	T210	111,790.55	91,121.77	20,668.78	
RUGGIERO	MARIA	F	T210	80,721.74	80,721.74		
RYAN	PATRICK	A	T210	14,262.65	12,335.18	1,927.47	
RYSER	JAMES	T	T210	100,722.15	86,570.70	13,671.45	480.00
SAAD	JACOB	E	T210	65,095.54	53,472.84	7,507.18	4,115.52
SCHWALB	WILLIAM	L	T210	42,490.83			42,490.83
SAKOVICH	MICHAEL	G	T210	54,853.23	51,875.49	2,977.74	
SCHUMAKER	DEREK	S	T210	23,552.43	23,552.43		
SCOTT	CHRISTOPHER	M	T210	117,973.29	82,336.20	31,542.09	4,095.00
SHEEHAN	RYAN	C	T210	21,411.22	21,411.22		
SIMAO III	APOLINARIO	L	T210	65,896.77	65,896.77		
SITAR	DANIEL	J	T210	20,981.25			20,981.25
STEPHENS	ROBERT	A	T210	164,176.42	136,944.18	27,232.24	
STOTIK	PATRICIA	J	T210	14,219.01	12,867.44	1,351.57	
STRONG	LAUREN	M	T210	123,077.46	84,401.71	29,568.95	9,106.80
SUGHRUE	RYAN	M	T210	102,259.26	83,455.51	15,563.75	3,240.00
SULLIVAN III	THOMAS	J	T210	35,999.80			35,999.80
TIVNAN	ELYSE	M	T210	9,335.68	1,262.08	8,073.60	

TORRES	STEVEN	M	T210	128,294.55	116,979.19	10,835.36	480.00
TRELEGAN	COLIN	L	T210	196,681.59	113,385.10	52,790.37	30,506.12
VALERI	KATRINA	M	T210	17,842.75	17,842.75		
VASCONCELLOS	KAITLIN	M	T210	96,269.69	91,540.11	4,729.58	
VASCONCELLOS	MICHAEL	J	T210	89,832.95	74,897.58	11,230.37	3,705.00
VITALE	MARCIA	A	T210	65,727.98	62,734.98	2,993.00	
VOTO	JOHN	S	T210	192,977.05	191,357.05		1,620.00
WARREN	BRIAN		T210	94.81	94.81		
WELCH	JENNIE	A	T210	104,853.19	93,404.30	8,808.89	2,640.00
WILLIAMS JR	JAMES	F	T210	171,468.06	132,810.76	35,275.54	3,381.76
ZAROULIS	MARIA	H	T210	35,344.74	35,344.74		
WOOD	MARK	P	T210	720.00			720.00

FIRE

ALTAVESTA	JOEL	R	T220	89,949.35	81,255.84	7,043.51	1,650.00
AUSTIN	SCOTT	D	T220	129,274.25	98,393.75	21,750.50	9,130.00
BIELECKI	PETER	J	T220	122,564.99	83,358.99	23,991.00	15,215.00
BOURDON	MARC	B	T220	82,658.68	79,059.12	1,454.56	2,145.00
BRADLEY	SHAWN	M	T220	102,903.68	81,087.64	16,591.04	5,225.00
BREKALIS	PETER	C	T220	75,409.61	69,771.67	3,767.94	1,870.00
BROTHERS JR	PATRICK	M	T220	88,230.31	75,154.79	11,425.52	1,650.00
BROTHERS	JACOB	R	T220	92,862.45	69,957.85	16,334.60	6,570.00
BROTHERS	PATRICK	M	T220	93,887.63	76,987.05	16,460.58	440.00
BROTHERS	TAYLOR	E	T220	24,010.36	20,437.51	3,572.85	
CARNEY	DAVID	A	T220	135,494.61	111,387.54	23,117.07	990.00
CONLEY	DAVID	D	T220	24,581.77	22,670.05	1,911.72	
DOGHERTY	JOSEPH	M	T220	76,267.34	74,363.00	254.34	1,650.00
DOHERTY	PATRICK	S	T220	125,701.60	102,401.47	22,640.13	660.00
DONOVAN	MICHAEL	B	T220	80,355.81	70,076.53	9,509.28	770.00
ELLIOTT	TODD	E	T220	82,375.25	77,146.59	5,228.66	
FAGONE	JAY	J	T220	97,698.79	78,642.79	14,071.00	4,985.00
FARIAS	PAUL	M	T220	21,801.12	19,157.86	2,285.76	357.50
FITZPATRICK	JAMES	E	T220	93,354.42	83,389.04	8,315.38	1,650.00
FORTUNATO	JOSEPH	C	T220	132,558.33	96,146.83	19,712.75	16,698.75
FOWLER	JOHN	R	T220	104,175.60	78,413.41	9,431.82	16,330.37
GIASULLO JR	JEFFREY		T220	91,839.94	77,433.69	12,866.25	1,540.00
GIASULLO	DAVID	J	T220	144,654.75	102,187.52	18,676.71	23,790.52
GIASULLO	JEFFREY		T220	126,872.40	108,576.32	18,296.08	
GIASULLO	MICHAEL	J	T220	90,230.35	80,628.74	7,979.11	1,622.50
GOSSE	WILLIAM	R	T220	82,181.59	78,293.39	3,448.20	440.00
GUTTADAURO	PAUL	F	T220	150,588.06	150,148.06		440.00
HALLIDAY	CAITLIN	M	T220	24,207.74	22,670.05	1,537.69	
HERY	BLAKE	M	T220	100,488.27	74,684.99	10,763.86	15,039.42
HOLDEN	TIMOTHY	J	T220	110,180.98	88,76.69	22,104.29	
HUBBARD	JUSTIN	A	T220	107,725.15	75,743.25	16,922.58	15,059.32
KARLBERG	DAVID	R	T220	110,114.62	91,865.63	17,533.99	715.00
KASPRZAK	DANIEL	M	T220	85,086.92	79,219.08	3,447.84	2,420.00
KEARNS	JOSEPH	W	T220	179,336.13	179,336.13		

KEDDIE	ROBERT	P	T220	53,375.49	94,475.23	42,625.26	16,275.00
KEDDIE	SCOTT	A	T220	197,465.41	166,402.16	25,64.25	5,420.00
LAMOUREUX	JUSTIN	A	T220	88,114.15	79,720.17	7,183.98	1,210.00
LUCIA JR	CHARLES	A	T220	103,393.19	82,341.75	16,051.44	5,000.00
MACKEY	BRIAN	R	T220	120,933.54	99,827.36	19,621.18	1,485.00
MANCUSI	TIMOTHY	M	T220	104,754.16	88,263.42	14,153.24	2,337.50
MCGLAUFLIN	RUSSELL	J	T220	117,204.94	95,087.61	21,197.33	920.00
MCNAMARA	JASON	R	T220	89,002.37	80,236.40	6,424.17	2,341.80
MERRILL MORGADO	CHRISTINA	M	T220	107,436.64	90,362.38	10,079.26	6,995.00
MERRILL	MICHAEL	B	T220	82,747.66	77,261.52	3,566.14	1,920.00
MUGFORD	PAUL		T220	75,934.19	69,715.98	5,393.21	825.00
O'BRIEN	JEANNE	M	T220	70,127.44	69,374.20	753.24	
OLEARY	JOHN	H	T220	86,116.54	77,998.70	5,895.34	2,222.50
REPPUCCI	CHRISTOPHER	D	T220	84,994.47	76,178.39	7,166.08	1,650.00
ROBERTS	HENRY	W	T220	88,616.91	77,384.70	7,912.21	3,320.00
ROSEMOND	ALAN	L	T220	109,520.46	105,625.42	3,455.04	440.00
SANDBERG	KENNETH	J	T220	141,193.46	108,503.53	29,991.01	2,698.92
SAWICKI	DANIEL	D	T220	116,559.54	113,178.00	2,446.54	935.00
SMITH	PETER	C	T220	70,617.72	64,139.92	3,067.80	3,410.00
TAMMARO	JONATHAN	R	T220	92,761.12	71,502.46	6,703.66	14,555.00
TANGUAY	BRANDEN	M	T220	81,011.06	69,771.73	8,999.33	2,240.00
TEIXEIRA	CHRISTOPHER	J	T220	108,713.38	79,636.95	11,723.93	17,352.50
TEMMALLO	DEREK	C	T220	91,045.37	75,875.01	10,555.36	4,615.00
WELCH	DEREK	W	T220	114,702.66	90,691.65	23,791.01	220.00
WELCH	TYLER	J	T220	82,792.33	75,893.65	6,018.68	880.00
WILLEY	MICHAEL	A	T220	114,692.18	83,650.25	18,711.98	12,329.95
YOST	DANIEL	W	T220	77,307.51	74,424.83	2,442.68	440.00
ZAMPITELLA	ANDREW	W	T220	23,014.20	20,437.52	2,576.68	

BUILDING

BERTONASSI	MARK	C	T241	104,170.86	104,170.86		
BETTENCOURT	LEO		T241	79,480.43	79,480.43		
CALLAHAN	DINA	M	T241	53,334.77	53,334.77		
LARGENTON	JAMES	F	T241	1,422.54	1,422.54		
OKEEFE	NANCY	A	T241	65,481.94	65,481.94		
OSTROSKI	GREGORY		T241	691.83	691.83		
SULLIVAN	HAROLD	J	T241	23,225.25	23,225.25		
WILD	PAUL	A	T241	23,955.96	23,955.96		

DPW

ALFONSI	SEAN	G	T400	90,591.08	74,499.69	16,091.39	
ALLARD	THOMAS	A	T400	109,628.53	75,754.77	33,873.76	
ALLARD	PETER	D	T400	74,664.29	58,417.51	16,246.78	
ANGELO	BERNADINE	R	T400	42,301.52	42,301.52		
BARBATO	CHAUNCEY	A	T400	14,974.50	12,361.69	2,612.81	
BEAUCHESNE	BRIAN	D	T400	73,532.85	72,509.69	1,023.16	

BEEBE	CHRISTOPHER	M	T400	98,047.29	75,183.49	22,863.80
BELIDA	ROBERT	A	T400	2,061.92	808.01	1,253.91
BOZEK	JOHN	B	T400	108,352.25	76,979.25	31,373.00
BURLEY	RANDALL	K	T400	90,839.25	90,839.25	
BRINCH	SCOTT	M	T400	107,063.52	107,063.52	
BROTHERS	MICHAEL	S	T400	83,570.32	79,936.12	3,634.20
CALANDRELLO	SOPHIA	F	T400	3,448.42	3,448.42	
CALLISON	PATRICK	S	T400	2,060.67	2,060.67	
CASEY	SHON	J	T400	97,753.57	79,676.54	18,077.03
CHANDLER	KENNETH		T400	73,914.57	73,374.57	540.00
CLEARY	PATRICK	J	T400	96,341.52	75,309.47	21,032.05
CONLON	KEVIN	M	T400	43,527.66	42,987.66	540.00
DECAREAU	MATTHEW	P	T400	63,349.20	62,292.86	1,056.34
DESHLER JR	MICHAEL	T	T400	112,875.63	84,389.16	28,486.47
DOHERTY	ROSEMARY	E	T400	103,264.73	86,224.76	17,039.97
DONOVAN	MICHAEL	B	T400	97,528.48	97,528.48	
DRAKOULAKOS	ALEC	P	T400	112,166.83	82,642.40	29,524.43
DRAKOULAKOS	BRADY	J	T400	52,027.97	45,762.48	6,265.49
GALLO	STEFANIA	R	T400	81,940.67	940.67	
GAY	DANIEL	F	T400	64,088.16	37,633.11	26,455.05
GILBERT	BRIAN	M	T400	153,128.02	153,128.02	
HARDIMAN	KEVIN	T	T400	120,597.45	120,597.45	
HIRTLE	MATHEW	T	T400	100,252.90	84,063.37	16,189.53
JENSEN	JOHN	E	T400	90,694.27	78,264.75	12,429.52
LAYNE	KENNETH	W	T400	106,581.51	76,846.89	29,734.62
LIZOTTE	DAVID	G	T400	105,827.67	105,827.67	
LONGO	MICHAEL	K	T400	74,727.20	74,727.20	
MARCHAND	JONATHAN	E	T400	16,698.82	13,485.48	3,213.34
MARION	BERNARD	H	T400	88,185.51	75,046.87	13,138.64
MARION II	LOUIS	E	T400	81,550.85	79,752.43	1,798.42
MARKOS	ARTHUR	G	T400	86,305.56	86,305.56	
MCNAMARA	PATRICK	M	T400	97,581.26	72,980.27	24,600.99
MINER JR	ROBERT	H	T400	107,712.09	91,999.09	15,713.00
MUDARRIE	NICHOLAS	F	T400	95,944.79	76,779.47	19,165.32
NICHOLS	RAUN	A	T400	74,342.17	73,898.47	443.70
OKEEFE	BRYAN	C	T400	116.87	-	116.87
ROBINSON	CHRISTINE		T400	66,672.80	65,595.82	1,076.98
SALERNO	JOHN	M	T400	104,161.60	87,325.52	16,836.08
SCHOFIELD	CHERYL	A	T400	53,367.53	53,004.65	362.88
SOTIRAKOS	DANIELLE	M	T400	35,435.13	35,435.13	
SOUSA	DANIEL		T400	98,855.62	74,187.20	24,668.42
STACK	ANDREW	A	T400	98,445.21	98,445.21	
STODDARD	RICHARD	E	T400	716.21	716.21	
STRONACH	TIMOTHY		T400	103,087.95	101,068.68	2,019.27
THURSTON	WILLIAM	A	T400	14,711.83	13,889.48	822.35
TRUSCELLO	JASON	R	T400	117,553.50	78,123.50	39,430.00
TRZCINSKI	JOHN	R	T400	65,084.07	59,206.50	5,877.57
WALSH	MARK	S	T400	89,634.02	78,921.62	10,712.40

WHELAN	SHAWN	P	T400	108,670.58	84,285.35	24,385.23
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BOARD OF HEALTH

AMATO	SUSAN		T510	2,500.00	2,500.00	
BARRY	RAYMOND	M	T510	3,000.00	3,000.00	
BRAGA	MELISSA	T	T510	2,500.00	2,500.00	
BUDGA GWILT	KATLYNN		T510	1,250.00	1,250.00	
ROUX	CHARLES	J	T510	1,250.00	1,250.00	
SCARANO	ROBERT	J	T510	2,500.00	2,500.00	
BLAKENEY	ELEANOR	M	T510	7,350.00	7,350.00	
GILLIS	SHANNON	L	T510	87,998.85	87,998.85	
GRANT	MICHELE	E	T510	79,252.52	79,252.52	
HADGE	LISA	M	T510	59,613.73	59,613.73	
PAVLAKOS	ASHLEY	P	T510	93,320.00	93,320.00	
THOMAS	PAMELA	J	T510	4,721.28	4,721.28	

COUNCIL ON AGING

CONOLE	JANICE	E	T541	82,832.35	82,832.35	
CORCORAN	GREGORY	J	T541	42,482.98	42,482.98	1,840.71
DEACKOFF	GAIL	A	T541	18,700.05	18,700.05	
DUGGAN	TAMMY	M	T541	39,169.51	39,169.51	546.56
DUNLEVY	DIANE		T541	42,720.35	42,720.35	
FERDINAND	GEORGE	H	T541	4,040.00	4,040.00	
HESS	CHRISTINA	V	T541	73,613.30	73,613.30	
MCCARTHY	NANCY	M	T541	2,414.50	2,414.50	
NATOLA	RALPH	J	T541	15,865.25	15,865.25	
TIMMONS	SUSAN	C	T541	660.00	660.00	
TIRRELL	JOSHUA	B	T541	10,094.33	10,094.33	750.71
TUPPER	MOLLY		T541	6,480.00	

VETERAN SERVICES

ALLEN	DONNA	M	T543	4,574.91	4,574.91	
DOWNEY	LISA	M	T543	72,184.48	72,184.48	
JOY	DIANE	E	T543	15,821.12	15,821.12	

LIBRARY

BLAIKIE	ASHTON	J	T610	5,816.38	5,816.38	
BLAIKIE	MICHELLE	M	T610	44,660.79	3,507.15	1,153.64
BRILEY	JEANNINE	L	T610	69,426.58	66,766.89	2,659.69
BURKE	JENNIFER	L	T610	43,155.63	40,832.73	2,322.90
DEHLER	NICOLE	M	T610	1,984.00	1,984.00	
DRISCOLL	DANIELLE	M	T610	54,522.15	49,117.47	5,404.68
FIUMARA	JOSEPH	F	T610	63,736.94	61,749.21	1,987.73
GIARRUSSO	DIANE	M	T610	108,442.13	108,442.13	

GOOLISHIAN	NICOLE	E	T610	72,495.46	72,495.46	
HAYES	ROBERT	L	T610	93,955.98	76,587.33	17,368.65
HOLLAND	GAIL	M	T610	53,746.02	52,493.78	1,252.24
HOLLIS	CHRISTINE		T610	52,103.28	49,117.47	2,985.81
JENNINGS	KATIE	L	T610	45,273.71	42,345.56	2,928.15
KELLEY	ANNE	E	T610	51,251.50	50,343.69	907.81
LAWRENCE	HALEY	N	T610	42,241.94	40,638.81	1,603.13
LEGGAT	EMILY	R	T610	69,112.22	65,027.28	4,084.94
LEWIN	KATRINA	D	T610	71,461.57	65,027.26	6,434.31
MORETTI	ANNALISA	C	T610	47,050.38	47,050.38	
PAWLOWSKI	RENEE	L	T610	5,282.70	5,282.70	
PIKE	JEFFREY	M	T610	6,651.55	6,651.55	
STRUBLE	RUBY	A	T610	1,494.74	1,494.74	
SWARTZ	JEANNE	E	T610	55,777.36	55,519.99	257.37
TROIANO	THERESA	M	T610	9,147.74	9,147.74	

PARKS/RECREATION

BOMAL JR	VINCENT	R	T630	102,537.68	102,537.68	
CALLISON	PATRICK	S	T630	103,561.96	89,151.32	14,410.64
FRONTAIN	ZACHERY	W	T630	19,437.95	16,450.82	2,987.13
GAY	DANIEL	F	T630	19,506.23	16,984.10	2,522.13
OKEEFE	BRYAN	C	T630	46,387.23	38,509.32	7,877.91
THURSTON	WILLIAM	A	T630	25,206.25	20,139.75	5,066.50
RAY	SANDRA	M	T630	7,841.22	7,841.22	
TITUS	KEITH	R	T630	2,159.97	2,120.22	39.75

AT YOUR SERVICE

(AREA CODE 978)

GENERAL INFORMATION.....	640-4300
AMBULANCE.....	911
Administrative Services, Town Hall.....	640-4488
Assessors, 11 Town Hall Ave.....	640-4330
Auditor, 11 Town Hall Ave.....	640-4320
Board of Registrars (Voter Information).....	640-4355
Building Commissioner, Town Hall.....	640-4430
Community Development, Town Hall.....	640-4370
Computer Services, 11 Town Hall Ave.	640-4351
Conservation Commission, Town Hall.....	640-4370
FIRE DEPARTMENT, 984 Main St.	
EMERGENCY.....	911
Other Fire Information.....	640-4410
Health Board, Town Hall.....	640-4470
Housing Authority, Saunders Circle.....	851-7392
Library (300 Chandler St.).....	640-4490
Parking Clerk, Town Hall.....	640-4355
Planning Board, Town Hall.....	640-4370
Plumbing/Electrical Inspector.....	640-4430
POLICE DEPARTMENT, 918 Main St	
EMERGENCY.....	911
Administrative-Non Emergency.....	640-4385
Detectives.....	640-4380
Animal Control Officer.....	640-4395
Public Records.....	640-4355
PUBLIC WORKS (DPW) 999 Whipple Rd.	
Superintendent/Administration Office.....	640-4440
Engineering Division.....	640-4440
Highway Division.....	640-4440
Sewer Division.....	640-4440
Snow & Ice Emergency.....	640-4443
Tree Division	640-4440
Water Division	
(Emergencies-Phone Police Dept).....	640-4448
Water Treatment Plant.....	858-0345
Water Billing Division.....	640-4440 Ext. 269
LRTA Transportation.....	459-0164
Rubbish Disposal.....	1-800-442-9006
Northern Middlesex Registry of Deeds.....	458-8474

SCHOOL DEPARTMENT

Athletic Director.....	640-7834
Loella Dewing School, 1469 Andover St.....	640-7858
Heath Brook School, 165 Shawsheen St.....	640-7865
Memorial High School, 320 Pleasant St.....	640-7825
Center Elementary School, 139 Pleasant St....	640-7818
John Ryan Elem School, 135 Pleasant St.....	640-7880
John Wynn Middle School, 1 Griffin Way.....	640-7846
Shawsheen Tech. Regional H.S. (Billerica).....	667-2111
Superintendent of Schools, 139 Pleasant St.....	640-7801
Business Admin. Office, 139 Pleasant St.....	640-7805
Sealer of Weights & Measures.....	640-4430
Select Board, Town Hall.....	640-4300
Senior Center, 175 Chandler St.....	640-4480
Telemedia Department, Town Hall.....	771-0819
Public Channel: Comcast 8 and Verizon 32	
Education Channel: Comcast 22 and Verizon 34	
Government Channel: Comcast 6 and Verizon 33	
Town Clerk, Town Hall.....	640-4355
Town Manager, Town Hall.....	640-4300
Treasurer/Tax Collector, 11 Town Hall Ave....	640-4340
Veterans Agent, Senior Center.....	640-4485
Voter Information, Town Hall.....	640-4355
Welfare Department.....	446-2400
Historical Society	978-863-9989
Web Site – www.tewksburyhistoricalsociety.org	
Tewksbury Cemetery, 172 East St.....	978-851-4165
Tewksbury Community Pantry.....	978-858-2277
Town Web Site.....	www.tewksbury-ma.go
CITIZENS INFORMATION SERVICE	
Secretary of the Commonwealth.....	1-800-392-6090
Web Site – www.sec.state.ma.us	
Senator Elizabeth Warren (Boston).....	617-565-3170
Senator Edward Markey (Boston).....	617-565-8519
Congressman Seth Moulton.....	202-225-8020
State Senator Barry R. Finegold.....	617-722-1612
State Representative David Allen Robertson.....	617-722-2210
State Representative Tram T. Nguyen.....	617-722-2060
State Representative Vanna Howard.....	617-722-2060