

# **Annual Report**

# **Town of Tewksbury Massachusetts**



**2024**

# TABLE OF CONTENTS

<b>IN MEMORIAM</b> .....	4
<b>GENERAL GOVERNMENT</b> .....	5
Biograph .....	6
Elected Officials .....	7
Appointed Officials.....	8
Boards-Committees-Commissions .....	9
Federal and State Government.....	11
Presidential Primary March 5,2024 .....	12
Annual Town Election April 6, 2024.....	16
Annual Town Meeting May 6, 2024.....	19
Special Town Meeting May 8, 2024 .....	67
State Primary September 3, 2024.....	74
Special Town Meeting October 1, 2024 .....	78
State Election November 5, 2024 .....	99
<b>ADMINISTRATION</b> .....	102
Select Board .....	103
Town Manager .....	105
Human Resources .....	107
Computer Services .....	109
Board of Registrars .....	110
Housing Authority .....	112
Parking Clerk .....	113
Town Clerk .....	114
Veterans' Services .....	115
Parks and Facilities .....	121
Telemedia Department .....	122
Department of Public Works .....	123
Administration .....	123
Engineering .....	123
Highway/Forestry .....	126
Fleet Maintenance .....	126
Water Distribution/Sewer Collection .....	127
Water Treatment .....	128
<b>COMMUNITY ACTIVITIES</b> .....	130
Public Library Trustees .....	131
Council On Aging.....	134
Historical Commission .....	137
<b>SAFETY</b> .....	138
Fire Department .....	139
Fire Department Roster.....	141
Incident Analysis/ Permits and Inspections.....	142
Police Department.....	143

Police Department Roster .....	145
Crime Statistics .....	146
<b>EDUCATION .....</b>	<b>147</b>
Personnel & Retirees .....	148
School Department Budget .....	150
John & Abigail Adams Scholarship .....	150
School Committee Recognition .....	150
Student Services & Special Education .....	151
Superintendent of Schools .....	151
Community Scholarship Awards .....	152
TPS Enrollment .....	158
Public School Employee Salaries .....	159
Shawsheen Valley Regional Vocational Technical School District .....	181
<b>COMMUNITY DEVELOPMENT DEPARTMENT .....</b>	<b>191</b>
Community Development .....	192
Zoning Board of Appeals.....	195
Board of Health .....	196
Animal Inspector .....	198
Building Department .....	199
Conservation Commission .....	200
Planning Board .....	202
Community Preservation Committee .....	203
Northern Middlesex Council of Governments .....	204
<b>FINANCE DEPARTMENT.....</b>	<b>206</b>
General Fund Balance Sheet .....	207
Special Revenue Funds Report .....	210
Capital Projects/Special Articles .....	214
Debt Outstanding .....	219
Debt Service Payments .....	220
Revenue Report.....	221
Appropriation Recap .....	224
Sewer Enterprise Fund Balance Sheet .....	228
Sewer Revenue Report.....	230
Sewer Capital Expenditures .....	231
Sewer Operating Recap .....	232
Water Enterprise Fund Balance Sheet .....	234
Water Enterprise Fund Revenue Report .....	235
Water Capital Expenditures .....	236
Water Operating Recap .....	237
Board of Assessors .....	239
Treasurer's Cash .....	240
Cable Enterprise Fund Balance Sheet .....	243
Cable Enterprise Fund Revenue Report .....	244
Cable Operating Recap .....	245

Cable Capital Expenditures .....	246
Stormwater Fund Balance Sheet .....	247
Stormwater Revenues .....	248
Stormwater Capital Expenditures .....	249
Stormwater Operating Recap .....	250
<b>EMPLOYEE EARNINGS</b> .....	251
Town Employee Earnings .....	252
<b>AT YOUR SERVICE</b> .....	Back Cover

# 2024 IN MEMORIAM

<b>First Name</b>	<b>Last Name</b>	<b>Position</b>
Charles	Allen	Teacher
William	Blakeney, Jr.	Water Billing Manager
Charles	Coldwell	Board of Selectmen/Board of Health
Francis	Ferrelli	Youth Sports Advocate
Mary	Hallisey	Administrative Secretary
Sarah	Jarossi	HR Assistant
Jane	Juskiewicz	Classroom Aide
Maureen	Kane	Teacher
Arlene	King	School Librarian
Elizabeth	Kyle	Teacher
Susan	Lachance	Teacher
Janice	Lunn	Teacher
Anita	MacDonald	Teacher
Eileen	Mahoney	School Admin. Assistant
Mary	Manseau	Teacher
Linda	Monahan	Executive Secretary
Lois	Murphy	Classroom Aide
George	Rost, Jr.	Constable
Elaine	Senechal	Teacher
Rosamond	Stearns Malatesta	Teacher
Arlene	Wright	Council on Aging

# GENERAL GOVERNMENT

**Biograph**

**Elected Officials**

**Appointed Officials**

**Boards-Committees-Commissions**

**Federal and State Government**

**Presidential Primary**

**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  
2024 - 30,905
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 Select Board

# ELECTED OFFICIALS

## Select Board

<b>Patrick Holland (Chair)</b>	2026
Mark Kratman (Vice Chair)	2025
James F. Mackey, III	2027
Eric M. Ryder (Clerk)	2027
Jayne E. Wellman	2025

## School Committee

Kaitlyn M. Anderson	2026
Kayla M. Biagioni-Smith	2025
<b>Bridget L. Garabedian (Chair)</b>	2027
Christopher J. Moncada (Clerk)	2027
Richard P. Russo, Jr. (Vice Chair)	2025

## Planning Board

Jonathan T. Ciampa	2026
James J. Duffy	2025
Vincent S. Fratalia (Vice Chair)	2027
<b>Stephen G. Johnson, Jr. (Chair)</b>	2026
Nicholas J. Lizotte (Clerk)	2025

## Moderator

Dustin T. Weir	2026
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## Board of Library Trustees

Christopher P. Castiglione	2027
Cathy M. Dwyer	2026
Julie Naughton (Vice Chair)	2025
<b>Bonnie M. Page (Chair)</b>	2027
Susanne M. Pedersen (Clerk)	2025
Jessica Rauseo	2026

## Board of Health

Susan Amato (Vice Chair)	2025
<b>Melissa Braga (Chair)</b>	2025
George H. Ferdinand (Clerk)	2027
Christine T. Janeczak	2026
Peter L. Miller, IV	2027

## Housing Authority

John W. Deputat	2029
Marc A. DiFruscia (Treasurer)	2026
<b>Ryan M. Lloyd (Chair)</b>	2025
Terry L. Musgrave (State Appointee)	2026
Cheryl A. Wight (Tenant) (Vice Chair)	2026

## School Committee/Regional Technical

Robert J. Hutchins	2027
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/John Curran
Town Accountant	Albano Rego
Fire Chief	Joseph Kearns
Health Director	Shannon Gillis
Library Director	Diane Giarrusso
Conservation Agent	Joseph Fontaine/Abigail Mahoney
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/John Curran
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, Chair  
Denise Graffeo, Town Clerk  
Ruth Teague

## Community Preservation Committee

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

## 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, Chair  
Sandra L. Creamer  
Virginia Desmond  
Jeffrey DuFour  
Robert J. Herrick  
Michael McDermott  
Marilyn A. Murphy, Resigned  
Tracy Skahan  
Ruth Joan Unger  
Kathleen M. Walsh  
Arlene Wright

## Economic Development Committee

Stephen G. Johnson, Jr.  
Anthony LaVerde, Resigned  
Patricia A. Lelos

## Economic Development Committee (Continued)

James F. Mackey III  
Timothy Swett  
Eric Ryder  
Jomarie Buckley  
John Lombardo

## Finance Committee

David Aznavoorian  
Susan Bishop, Resigned  
JoMarie Buckley  
Jason A. Christian  
Thomas L. Cooke  
Stephanie Klinkenberg-Ramirez  
Robert A. Kocsmiersky  
Richard Levasseur, Chair

## Historic Commission

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

## Lowell Regional Transit Association Representative

Mark Kratman

## Mass. Cultural Council

Mary Buonanno  
Diane Casazza  
David A. Crisci  
Isabel Kaylee DeSisto  
Michelle Haley  
Roselyn Impink  
Niharika Karia  
Sarh C. Manchester  
Collin McNaught  
Terry L. Musgrave  
Christian Panasuk, Chair  
Patricia Stratis

**NMCOG**

James J. Duffy  
Jayne E. Wellman, Resigned

**Open Space & Recreation Plan Committee**

Tom Branchaud, Chair  
Raymond Bowden  
Joann Brace  
John Buckley  
Peter J. Chase  
Paige Impink  
Bruce F. Shick  
Karyn A. Silva  
Susan Young

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

Kaitlyn Anderson  
Karen Baker-O'Brien  
Kayla M. Biagioni-Smith  
Mason J. Dunn  
Kelly Fineran  
Maureen Kelledy  
Erin Kelly  
Kimberly O'Keefe  
Maya Sachdev  
Jayne Wellman, Resigned

**Tewksbury Beautification Committee**

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

**Tewksbury School Facilities Study Committee**

Alexis Bosworth  
Thomas Bowley  
John C. Curran  
James E. Cutelis  
Bridget Garabedian  
Molly Ginsburg  
Anna Kaiser  
David A. Libby  
James F. Mackey, III  
John Marchand  
Bruce Panilaitis  
Richard P. Russo, Jr.  
Eric M. Ryder  
Brenda Theriault-Regan  
Deb Wall

**Town Manager Screening Committee**

Jay J. Kelly  
Kenneth M. Lombardi  
Paul O'Keefe  
Yvette Story  
Erin E. Wortman

**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  
15 New Sudbury Street  
Boston, MA 02203  
(617) 565-8519

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

## U.S. REPRESENTATIVE

Seth W. Moulton (D)  
6<sup>th</sup> 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  
Room 1611  
Boston, MA 02108  
(617) 727-7030

## 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, 20<sup>th</sup> 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

# PRESIDENTIAL PRIMARY

March 5, 2024

Precinct	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	2897	3178	3204	2866	2745	474	2989	3257	3053	24663
Voters	836	965	858	894	823	138	872	1047	921	7354
Percentage	29%	0	0	0	0	0	0	0	0	0

## PRESIDENTIAL PREFERENCE (DEM)

DEAN PHILLIPS	21	22	23	15	11	7	22	30	34	185
<b>JOSEPH R. BIDEN</b>	268	290	255	320	255	54	262	316	300	2320
MARIANNE WILLIAMSON	11	16	12	15	11	3	14	12	15	109
NO PREFERENCE	33	23	34	28	29	5	18	39	37	246
<i>Total number of write-ins</i>	5	9	5	1	4	0	11	8	12	55
Times Blank Voted	8	2	4	2	4	1	3	3	4	31
Total Ballots	346	362	333	381	314	70	330	408	402	2946

## STATE COMMITTEE MAN SECOND ESSEX & MIDDLESEX DISTRICT (DEM)

<b>ANDRES X. VARGAS</b>	257	261	237	282	249	48	247	275	301	2157
<i>Total number of write-ins</i>	0	1	1	2	2	0	1	1	6	14
Times Blank Voted	89	100	95	97	63	22	82	132	95	775
Total Ballots	346	362	333	381	314	70	330	408	402	2946

## STATE COMMITTEE WOMAN SECOND ESSEX & MIDDLESEX DISTRICT (DEM)

La Nita Ann Dykes	3	1	0	5	1	0	2	1	1	14
<i>Total number of write-ins</i>	57	41	42	64	49	8	48	50	52	411
Times Blank Voted	286	320	291	312	264	62	280	357	349	2521
Total Ballots	346	362	333	381	314	70	330	408	402	2946

## TOWN COMMITTEE GROUP (DEM)

<b>GROUP</b>	211	203	200	216	218	40	197	236	247	1768
Times Blank Voted	135	159	133	165	96	30	133	172	155	1178
Total Ballots	346	362	333	381	314	70	330	408	402	2946

## TOWN COMMITTEE (DEM)

<b>RITA C. O'BRIEN-DEE</b>	221	217	213	240	232	45	214	245	277	1904
<b>CATHY M. DWYER</b>	219	209	207	240	223	46	205	243	262	1854
<b>MARY-ANN O'BRIEN NICHOLS</b>	216	225	208	237	224	46	212	241	260	1869
<b>MARIE P. SWEENEY</b>	216	207	224	233	224	45	199	239	262	1849
<b>CELESTE M. LYNCH</b>	215	204	206	221	216	43	196	234	253	1788
<b>RUTH JOAN UNGER</b>	216	205	216	228	218	47	196	248	261	1835
<b>PATRICK M. NICHOLS</b>	211	206	205	225	218	43	203	236	259	1806
<b>DONNA J. GILL</b>	216	217	211	233	226	45	201	247	269	1865

<b>JOSEPH PATRICK GILL</b>	217	212	213	229	224	43	197	245	265	1845
<b>LORNA MARIE GAREY</b>	214	220	206	225	216	43	202	238	263	1827
<b>MAUREEN KELLEDY</b>	215	208	203	235	217	44	200	239	255	1816
<b>BRIDGET LYN GARABEDIAN</b>	225	229	217	236	234	48	215	252	276	1932
<b>JULIE L. NAUGHTON</b>	211	221	204	228	217	43	197	240	261	1822
<b>LINDA DARVEAU</b>	208	208	201	226	218	42	200	236	254	1793
<b>BONNIE M. PAGE</b>	213	202	213	222	215	43	194	232	252	1786
<b>PETER FRANCIS</b>	208	205	204	228	220	42	195	237	263	1802
<b>BRENT T. CONWAY</b>	216	202	204	221	215	43	195	237	258	1791
<b>SANDRA SPANOS JOHNSON</b>	209	205	208	223	216	43	193	238	253	1788
<b>RYAN M. LLOYD</b>	211	203	200	220	217	43	191	232	256	1773
<b>JAYNE ELIZABETH WELLMAN</b>	223	225	214	241	221	45	205	246	270	1890
<b>PETER LUKENS MILLER, IV</b>	209	210	207	228	216	42	195	238	257	1802
<b>DONNA M. BELL</b>	213	205	203	235	220	43	196	236	263	1814
<b>BRUCE FRANKLIN SHICK</b>	211	202	200	218	216	43	191	231	254	1766
<b>SHERRY LEE HUBBARD</b>	209	210	203	226	216	43	196	234	256	1793
<b>ALLEN R. HUBBARD, SR.</b>	212	211	204	220	217	43	197	234	256	1794
<b>GERALD F. GUSTUS</b>	209	200	201	222	216	42	191	232	250	1763
<b>NICOLE C. BURGETT-YANDOW</b>	208	200	206	223	215	43	196	235	255	1781
<b>WILLIAM J. MANSEAU</b>	210	202	201	220	217	42	192	233	255	1772
<b>JAMES JOSEPH DUFFY</b>	218	215	211	226	221	44	203	239	266	1843
<b>BARBARA ELLEN DUFFY</b>	212	213	204	228	219	45	199	239	264	1823
<b>ELIZABETH A. CAREY</b>	226	216	218	239	237	46	220	255	287	1944
<b>SANDRA LOUISE CREAMER</b>	216	215	210	239	228	44	199	245	266	1862
<b>AMANDA KATE CARROLL</b>	209	211	210	227	223	47	193	245	260	1825
<b>KATLYNN BUGDA GWILT</b>	211	202	203	223	216	42	194	232	253	1776
<b>THERESA LEIGH MUSGRAVE</b>	213	208	211	230	226	46	197	239	265	1835
Times Blank Voted	4624	5320	4386	5340	3276	913	4581	5908	4934	39282
Total Ballots	346	362	333	381	314	70	330	408	402	2946

**PRESIDENTIAL PREFERENCE (REP)**

<b>CHRIS CHRISTIE</b>	5	4	5	7	7	1	3	2	3	37
<b>RYAN BINKLEY</b>	0	0	0	0	0	0	0	0	1	1
<b>VIVEK RAMASWAMY</b>	0	0	0	0	2	0	1	1	2	6
<b>ASA HUTCHINSON</b>	1	0	0	0	2	0	1	1	0	5
<b>DONALD J. TRUMP</b>	322	423	376	348	329	34	388	412	344	2976
<b>RON DESANTIS</b>	2	4	4	3	2	1	1	5	6	28
<b>NIKKI HALEY</b>	144	157	132	139	148	29	130	202	148	1229
<b>NO PREFERENCE</b>	3	3	3	4	6	0	3	8	5	35
<i>Total number of write-ins</i>	0	1	2	1	3	0	4	2	5	18
Times Blank Voted	2	0	0	2	3	0	1	2	0	10

Total Ballots	479	592	522	504	502	65	532	635	514	4345
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**STATE COMMITTEE MAN SECOND ESSEX & MIDDLESEX DISTRICT (REP)**

SHAUN P. TOOHEY	196	237	187	170	187	26	214	239	195	1651
JOSEPH G. FINN	186	256	231	242	222	24	230	285	217	1893
<i>Total number of write-ins</i>	1	2	1	0	6	0	2	1	1	14
Times Blank Voted	96	97	103	92	87	15	86	110	101	787
Total Ballots	479	592	522	504	502	65	532	635	514	4345

**STATE COMMITTEE WOMAN SECOND ESSEX & MIDDLESEX DISTRICT (REP)**

JERI ANN LEVASSEUR	215	246	217	227	231	26	247	282	213	1904
TATUM RYAN-TOOHEY	155	226	180	167	161	20	182	220	183	1494
<i>Total number of write-ins</i>	1	3	1	0	7	1	1	2	1	17
Times Blank Voted	108	117	124	110	103	18	102	131	117	930
Total Ballots	479	592	522	504	502	65	532	635	514	4345

**TOWN COMMITTEE GROUP (REP)**

GROUP	206	248	235	207	221	29	236	282	203	1867
Times Blank Voted	273	344	287	297	281	36	296	353	311	2478
Total Ballots	479	592	522	504	502	65	532	635	514	4345

**TOWN COMMITTEE (REP)**

RUTH JEANNE CHOU	232	266	254	223	246	32	252	305	211	2021
DONNA M. JOHNSON	224	275	271	224	241	34	251	325	220	2065
JOSEPH C. JOHNSON	228	269	256	218	235	34	255	321	218	2034
DAVID J. CHOU	227	264	251	214	239	31	251	302	209	1988
ROBERT J. McKENNA	233	299	262	246	247	33	276	306	224	2126
JEFFREY PETER DUFOUR	226	258	282	220	235	30	247	306	207	2011
KATHLEEN SEVILLE	216	261	251	225	234	30	250	306	203	1976
JAY H. ARTHUR	226	281	246	226	239	32	254	307	222	2033
ANITA A. KOPACZ	212	263	240	219	236	30	245	290	202	1937
PATRICK J. JOYCE	232	272	253	227	238	32	252	307	227	2040
MELISSA BRAGA	223	286	257	229	252	32	263	310	219	2071
FRANCIS P. TEAGUE	237	262	247	220	244	30	253	305	221	2019
RUTH ANNE TEAGUE	233	266	245	218	243	30	247	309	218	2009
DOUGLAS WARREN SEARS	241	295	265	241	275	36	290	329	240	2212
PAMELA A. LeFAVE	232	283	256	235	249	31	253	313	233	2085
<i>Total number of write-ins</i>	9	13	3	22	10	0	1	11	7	76
Times Blank Voted	13334	16607	14431	14233	13907	1798	14780	17573	14709	121372
Total Ballots	479	592	522	504	502	65	532	635	514	4345

**PRESIDENTIAL PREFERENCE (LIB)**

JACOB GEORGE HORNBERGER	2	2	1	0	0	0	2	1	2	10
MICHAEL D. RECTENWALD	1	0	0	0	0	2	2	0	0	5

CHASE RUSSELL OLIVER	0	1	1	1	2	1	1	0	2	9
MICHAEL TER MAAT	0	0	0	1	0	0	0	0	0	1
LARS DAMIAN MAPSTEAD	0	1	0	0	0	0	0	0	0	1
<b>NO PREFERENCE</b>	6	2	0	5	3	0	2	2	0	20
<i>Total number of write-ins</i>	2	4	0	2	2	0	2	1	1	14
Times Blank Voted	0	1	1	0	0	0	1	0	0	3
Total Ballots	11	11	3	9	7	3	10	4	5	63

**STATE COMMITTEE MAN SECOND ESSEX & MIDDLESEX DISTRICT (LIB)**

<i>Total number of write-ins</i>	1	3	0	0	0	0	1	0	1	6
Times Blank Voted	10	8	3	9	7	3	9	4	4	57
Total Ballots	11	11	3	9	7	3	10	4	5	63

**STATE COMMITTEE WOMAN SECOND ESSEX & MIDDLESEX DISTRICT (LIB)**

<i>Total number of write-ins</i>	2	1	0	0	0	0	1	0	1	5
Times Blank Voted	9	10	3	9	7	3	9	4	4	58
Total Ballots	11	11	3	9	7	3	10	4	5	63

**TOWN COMMITTEE (LIB)**

<i>Total number of write-ins</i>	0	1	0	0	1	0	2	0	1	5
Times Blank Voted	110	109	30	90	69	30	98	40	49	625
Total Ballots	11	11	3	9	7	3	10	4	5	63

# **ANNUAL TOWN ELECTION**

**April 6, 2024**

# ANNUAL TOWN ELECTION

Precinct	1	2	3	4	5	6	7	8	TOTAL
Registered voters	2896	3190	2897	3214	3239	3006	3268	3069	24779
Voters	393	413	376	367	432	382	474	476	3313
Percentage	13.6%	12.9%	13.0%	11.4%	13.3%	12.7%	14.5%	15.5%	13.4%

## SELECT BOARD

<b>JAMES F. MACKEY, III</b>	222	221	180	232	239	203	247	275	1819
THOMAS EDWARD BOWLEY	138	169	116	117	160	149	163	169	1181
JOMARIE FRANCES BUCKLEY	154	165	168	186	189	175	183	221	1441
<b>ERIC MATTHEW RYDER</b>	209	199	220	136	218	162	261	227	1632
<i>Total number of write-ins</i>	3	0	3	1	6	0	0	1	14
Times Blank Voted	60	72	65	62	52	75	94	59	539
Total Ballots	786	826	752	734	864	764	948	952	6626

## SCHOOL COMMITTEE

<b>BRIDGET LYN GARABEDIAN</b>	302	327	312	303	355	302	394	378	2673
COLLIN R. MCNAUGHT	170	159	130	170	154	156	177	201	1317
<b>CHRISTOPHER JOHN MONCADA</b>	202	209	177	159	220	175	222	250	1614
<i>Total number of write-ins</i>	0	5	7	2	4	0	0	3	21
Times Blank Voted	112	126	126	100	131	131	155	120	1001
Total Ballots	786	826	752	734	864	764	948	952	6626

## PLANNING BOARD

<b>VINCENT SALVATORE FRATALIA</b>	306	322	308	298	350	299	363	362	2608
<i>Total number of write-ins</i>	4	5	3	7	4	1	5	8	37
Times Blank Voted	83	86	65	62	78	82	106	106	668
Total Ballots	393	413	376	367	432	382	474	476	3313

## BOARD OF LIBRARY TRUSTEES

<b>CHRISTOPHER PAUL CASTIGLIONE</b>	297	315	282	300	331	291	356	380	2552
<b>BONNIE M. PAGE</b>	293	298	285	298	328	297	348	374	2521
<i>Total number of write-ins</i>	5	5	3	2	5	3	3	6	32
Times Blank Voted	191	208	182	134	200	173	241	192	1521
Total Ballots	786	826	752	734	864	764	948	952	6626

## BOARD OF HEALTH - 3 YEARS

<b>GEORGE FERDINAND</b>	250	264	250	254	281	256	295	295	2145
<i>Total number of write-ins</i>	121	117	110	112	136	107	176	173	1052
Times Blank Voted	415	445	392	368	447	401	477	484	3429
Total Ballots	786	826	752	734	864	764	948	952	6626

Write-in Details:

AFABILIA T. CUNHA	21	19	34	13	23	23	36	35	204
PAMELA A. LEFAVE	32	32	39	24	27	27	45	31	257
<b>PETER LUKENS MILLER, IV</b>	47	47	27	53	56	41	73	63	407
DONNA M. ROBITAILLE	5	9	2	3	6	12	7	10	54
ALL OTHERS	16	10	8	19	24	4	15	34	130
<i>Total number of write-ins</i>	121	117	110	112	136	107	176	173	1052

Precinct	1	2	3	4	5	6	7	8	TOTAL
<b><u>BOARD OF HEALTH - 2 YEARS UNEXPIRED</u></b>									
<b>CHRISTINE TERESA JANECAK</b>	288	304	268	279	314	268	336	338	2395
<i>Total number of write-ins</i>	18	16	17	17	15	18	26	35	162
Times Blank Voted	87	93	91	71	103	96	112	103	756
Total Ballots	393	413	376	367	432	382	474	476	3313
<b><u>HOUSING AUTHORITY</u></b>									
<b>JOHN W. DEPUTAT</b>	300	338	295	304	352	307	366	364	2626
<i>Total number of write-ins</i>	3	3	3	5	2	3	1	4	24
Times Blank Voted	90	72	78	58	78	72	107	108	663
Total Ballots	393	413	376	367	432	382	474	476	3313
<b><u>SHAWSHEEN VALLEY TECHNICAL HIGH SCHOOL COMMITTEE</u></b>									
<b>ROBERT JAMES HUTCHINS</b>	301	323	287	291	328	304	356	360	2550
<i>Total number of write-ins</i>	4	6	3	5	3	6	5	10	42
Times Blank Voted	88	84	86	71	101	72	113	106	721
Total Ballots	393	413	376	367	432	382	474	476	3313

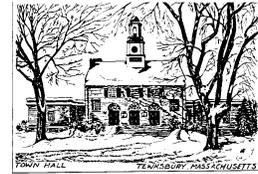
# **ANNUAL TOWN MEETING**

**May 6, 2024**



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876



## OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

[dgraffeo@tewksbury-ma.gov](mailto:dgraffeo@tewksbury-ma.gov)

Tewksbury Memorial High School  
320 Pleasant Street  
2024 Annual Town Meeting  
May 6 & 8, 2024

Moderator, Dustin Weir called to order the May 6, 2024 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 6, 2024, there were 146 voters and 17 visitors in attendance.

The Pledge of Allegiance was led by VFW post 8164 under the command of Vinny Oliva.

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

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 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.*

*If we have anyone in the auditorium who is not a registered voter here in Tewksbury, I wish to 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 note tonight's agenda covers articles one through 36, as well as the consent calendar articles 3-37 through 3-40. The zoning amendments are scheduled for Wednesday's Annual Town Meeting to be held this Wednesday, May 8 at 7:30 PM after the special town meeting at 7:00. The zoning bylaw articles are numbered 41 and 42 starting on page 33 of your warrant. Please join us on Wednesday for those items.*

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. 7:37 PM 5/6/24

*Non-voters are not allowed to address the meeting without prior consent. Typically, we hear from non-voters who are employees, volunteers, or advisors to the Town. Mr. Kocsmiersky, may I have a motion to permit the following persons to address the meeting: non-voter appointed members of any Town or regional committees or Task Forces; non-voter employees of the Town of Tewksbury, including the Tewksbury Public Schools; and Town Counsel?*

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. 7:38 PM 5/6/24

*If there are any other non-voters with us tonight, they may only speak upon further motion and consent of the Meeting. If you are a visitor to town meeting and would like to speak on an article during the debate, please come to the microphone, introduce yourself with your name and address, and I will hold a brief vote before you begin. Non-voters, if you are currently seated in the voters' section, please relocate to the visitors' section at this time.*

Finance Committee Chairman, Rob Kocsmiersky, motioned to Recess the Monday session of the 2024 Annual Town Meeting to Wednesday May 8, 2024 at 7:30 PM and this motion was Adopted. 10:12 PM 5/6/24

Moderator Weir re-opened the 2024 Annual Town Meeting on Wednesday, May 8, 2024 at 7:30 PM.

On Wednesday, May 8, 2024 there were 742 voters and 16 visitors in attendance.

Select Board Vice Chair, Mark Kratman made the following announcements:

- On May 11<sup>th</sup>, 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.
- Veterans Agent, Lisa Downey and the Patriotic Activities Committee are planning the Tewksbury Memorial Day service beginning at 10 am at Tewksbury Cemetery. The Parade will begin at 11 am. More information will be available on the Town website.
- The Power of Flowers Project will be holding its annual Bloom Festival on Saturday, May 11<sup>th</sup>, from 8:30 am to 1:30 pm at Grow Greenhouses, on the campus of Tewksbury Hospital.
- The Wilmington-Tewksbury Chamber of Commerce will host the "Taste of the Town" on Wednesday, May 15<sup>th</sup>, from 5pm to 8pm, at the Hilton Garden Inn in Tewksbury. Tickets may be purchased on the Chamber website.
- The Tewksbury Lions Club's Lobster Raffle and Meat Bingo will be held at TJ Callahan's Pub on May 15<sup>th</sup> starting at 6pm.
- The 5th Annual VFW Post 8164 Golf Tournament is scheduled for Monday, June 10<sup>th</sup>. More information is available on the VFW Post 8164 Golf Tournament website.

*Moderator Weir made the following introductory comments: Town Meeting Guidelines are printed in the back of the warrant for your reference. Voters are wearing yellow ribbons. Display those ribbons prominently so the counters and I can see them. Visitors wearing blue 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 thirty seconds remaining. 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. I wish to note that tonight's zoning articles have gone through significant notice and comment efforts to comply with state law. Proposed amendments which significantly change the contents of the Articles were not part of that process, and I may be required to declare them outside the scope of the Article.*

*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 Planning Board, Mr. Stephen Johnson, will make the first motion on the articles. If we have any non-voters in the hall tonight, I welcome you, and ask that you relocate to the visitors' section at this time. I would also note that motions to waive the reading of the Warrant articles and to allow certain non-voters to speak were adopted the first night of Town Meeting. Visitors not included in the first night's motion who wish to speak must have approval from the voters to do so.*

*I am anticipating a spirited debate tonight, and I am excited to serve my role in this democratic process. Disagreements, discussion, and inquiry to the facts of the articles are all encouraged. Personal attacks, slander, and contempt for the rules of the meeting will not be tolerated, and will cause me to request that the speaker cede the floor. Failure to do so, or failure to maintain order in this assembly after fair warning will result in expulsion from the meeting. Address all comments and questions to or through the Moderator, not to officials or other voters.*

*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, 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 vote to allow Representative David Robertson to address the assembly and this vote was Adopted by a voice vote 7:38 PM 5/8/24

The Moderator's decision was immediately questioned by seven or more voters standing in their place, and he ordered a standing count to determine the vote: (363 Yes/185 No) 7:45 PM 5/8/24

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2024 Annual Town Meeting Sine Die, and this motion was Adopted. 8:50 PM 5/8/24

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**APPROPRIATION CERTIFICATE – ANNUAL TOWN MEETING – MAY 6 & 8, 2024**

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 6, 2024.

ARTICLE	RAISE & APPROPRIATE	TRANSFER FROM OTHER AVAILABLE FUNDS	CPA APPROP.	CPA RESERVE	ENTERPRISE FUNDS	WATER ENTER RETAINED	SEWER ENTER RETAINED	BORROW	MEMO	
4	GENERAL FUND BUDGET	137,954,319								
6	POLICE SUPERIOR OFFICERS CONTRACT	86,862								
8	AFSCME CONTRACT	85,339			43,944					
9	SEWER ENTERPRISE FUND				7,152,397					
10	WATER ENTERPRISE FUND				8,744,543					
11	STORMWATER ENTERPRISE FUND				722,225					
12	CABLE TV ENTERPRISE FUND				424,523					
13	TOWN ONE TIME ITEMS	1,354,223							STABILIZATION	
14	SCHOOL ONE TIME ITEMS	5,568,000							STABILIZATION	
15	DPW CAPITAL EQUIP & IMPROVEMENTS						525,000			
16	DPW CAPITAL EQUIP & IMPROVEMENTS					625,000				
17	DRAINAGE IMPROVEMENTS & UPGRADES				425,000					
18	WATER LINE INSTALLATION & REPLACEMENTS							5,400,000		
19	WATER METER PURCHASE & INSTALLATION							1,500,000		
20	REDUCE TOWN EXEMPT DEBT	36,283							BOND PREMIUMS	
21	CHANDLER WELL FIELD BOARDWALKS			500,000						
22	PUMP STATION REMOVAL			30,000						
23	ELLA FLEMINGS SCHOOL RENOVATION			200,000						
25	COMMUNITY PRESERVATION FUND		55,414	221,654						
36	PRRB WAGE INCREASE & POSITION UPGRADES	145,900			11,766					
	<b>TOTAL</b>	<b>138,272,420</b>	<b>6,958,506</b>	<b>55,414</b>	<b>951,654</b>	<b>17,524,398</b>	<b>625,000</b>	<b>525,000</b>	<b>6,900,000</b>	

<b>Raise &amp; Appropriate</b>	<b>\$138,272,420</b>								
<b>Transfers</b>		<b>\$6,958,506</b>							
<b>CPA Appropriation</b>			<b>\$55,414</b>						
<b>CPA Reserve</b>				<b>\$951,654</b>					
<b>Enterprise Funds</b>					<b>\$17,524,398</b>				
<b>Water Enterprise Retained</b>						<b>\$625,000</b>			
<b>Sewer Enterprise Retained</b>							<b>\$525,000</b>		
<b>Borrow</b>								<b>\$6,900,000</b>	

ATTEST:

DENISE GRAFFEO, TOWN CLERK

**SECTION 1**

**ARTICLE 1**

To choose all necessary Town Officers, by ballot, Two (2) members of the Select Board for three years; Two (2) members of the School Committee for three years; One (1) member of the Planning Board for three years; Two (2) members of the Board of Library Trustees for three years; Two (2) members of the Board of Health for three years; One (1) member of the Board of Health for a two year unexpired term; One (1) member of the Housing Authority for five years, and One (1) member of the Shawsheen Valley Technical High School Committee for three years.

*The Annual Town Election was held on April 6, 2024. 3313 voters representing 13.4% of registered voters cast ballots in the election. Elected this year were James Mackey and Eric Ryder to the Select Board, Bridget Garabedian and Christopher Moncada to the School Committee, Vincent Fratalia to the Planning Board, George Ferdinand, Peter Miller and Christine Janeczak to the Board of Health, Christopher Castiglione and Bonnie Page to the Board of Library Trustees, John Deputat to the Housing Authority, and Robert Hutchins to the Shawsheen Valley Technical High School Committee. Since these town officers were chosen during the election, the Town Meeting does not vote on Article 1.*

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**SECTION 2**

Article 2	Elected Official Salaries	Elected Official Salaries
Article 3	Consent Calendar	Consent Calendar
Article 4	Budget Related	Fiscal Year 2025 Budget
Article 5	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman’s Association (NEPBA)
Article 6	Budget Related	Funding for Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers
Article 7	Budget Related	Funding for Collective Bargaining Agreement between the Town and the International Association of Firefighters (AFL-CIO, Tewksbury Firefighters Local 1647).
Article 8	Budget Related	Funding for Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME)
Article 9	Budget Related	Fiscal Year 2025 Sewer Enterprise Budget \$7,152,397
Article 10	Budget Related	Fiscal Year 2025 Water Enterprise Budget \$8,744,543
Article 11	Budget Related	Fiscal Year 2025 Stormwater Enterprise Budget \$722,225
Article 12	Budget Related	Fiscal Year 2025 Cable TV Enterprise Budget \$424,523
Article 13	Budget Related	Transfer \$1,354,223 from Stabilization Fund for Town Capital Equipment and Projects.
Article 14	Budget Related	Transfer \$5,568,000 from Stabilization Fund for School Capital Equipment and Projects.
Article 15	Budget Related	Transfer \$525,000 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
Article 16	Budget Related	Transfer \$625,000 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects, and Vehicles
Article 17	Budget Related	Raise and Appropriate the sum of \$425,000 within the Stormwater Enterprise Fund for Drainage Improvements
Article 18	Budget Related	Authorize the borrowing of \$5,400,000 within the Water Enterprise Fund for Water Distribution Improvements

Article 19	Budget Related	Authorize the borrowing of \$1,500,000 within the Water Enterprise Fund for purchase and installation of water meters and/or water meter components.
Article 20	Budget Related	Transfer \$36,283 to reduce Town Exempt Debt Principal
Article 21	Budget Related	To Appropriate and Transfer the Sum of \$500,000 from the Community Preservation Fund Open Space Reserve for the design and construction of Boardwalks at Chandler Well Field.
Article 22	Budget Related	To Appropriate and Transfer the Sum of \$30,000 from the Tewksbury Community Preservation Fund Open Space Reserve for the removal and disposal of former pump station structures and equipment on Town Open Space Land.
Article 23	Budget Related	To Appropriate and Transfer the Sum of \$200,000 from the Community Preservation Fund Undesignated Reserve for the purpose of designing upgrades and renovations to the Ella Flemings School
Article 24	Budget Related	Fiscal Year 2025 Affordable Housing Trust Fund Allocation Plan.
Article 25	Budget Related	To Appropriate or Reserve from the Tewksbury Community Preservation Fund Annual Revenues.
Article 26	Budget Related	Authorize the Select Board to Sell Town Land.
Article 27	Budget Related	Easement Acquisition DPW related projects
Article 28	Budget Related	Easement Acquisition for Chandler Well Field Boardwalk
Article 29	Land Article	Transfer to the Tewksbury Conservation Commission certain parcels of land.
Article 30	General Article	Transfer the care, custody, management, and control of the North Street Elementary School to the Town.
Article 31	General Article	Create a Stabilization Fund Shawsheen Valley Regional Vocational/Technical School District.
Article 32	General Article	Home Rule Petition to adjust deed for Little League Fields on Chandler Street to allow Pickle Ball.
Article 33	General By-Law	Conservation Commission Wetland Protection
Article 34	Citizen's Petition	General Bylaw removal of snow from sidewalks
Article 35	Citizen's Petition	Authorize the Select Board to accept an easement
Article 36	Personnel Bylaw/Budget Related	Amend Personnel Bylaw which governs Non-union Employees

**SECTION 2**

**ARTICLE 2**

To see if the Town will vote to fix the salaries of several elected officials for the Fiscal Year 2025.

	<b><u>FY24</u></b>	<b><u>FY25</u></b>
	<b><u>Budgeted</u></b>	<b><u>Requested</u></b>
<b><u>BOARD OF HEALTH</u></b>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<b><u>MODERATOR</u></b>		
	1,000	1,000
<b><u>PLANNING BOARD</u></b>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<b><u>SCHOOL COMMITTEE</u></b>		
Chair	3,000	3,000
Members (4)	2,500	2,500
<b><u>SELECT BOARD</u></b>		
Chair	6,000	6,000
Members (4)	5,000	5,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 2 was Adopted Unanimously

7:41 PM 5/6/24

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

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**ARTICLE 3**

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

- Article 3-37 Accept the Annual Report
- Article 3-38 Lease/Purchase Agreements
- Article 3-39 Authorize Chapter 90 Funds
- Article 3-40 Reauthorize Revolving Funds

Article 3-39 was Held. All other Consent Calendar Articles (3-37, 3-38, & 3-40) passed as a unit.

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**ARTICLE 3-37**

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

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-37 was Adopted Unanimously

7:43 PM 5/6/24

**Executive Summary:** The purpose of the article is to accept the report of various Town Officers; which are in the 2023 Annual Town Report located on the Town's Website (<https://www.tewksbury-ma.gov/510/Annual-Town-Reports>)

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**ARTICLE 3-38**

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

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-38 was Adopted Unanimously

7:43 PM 5/6/24

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

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**ARTICLE 3-39**

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 3-39 was Held for Debate  
The Finance Committee motioned to Adopt

Vote: Article 3-39 was Adopted Unanimously

10:11 PM 5/6/24

**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.

**ARTICLE 3-40**

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  
FY2025 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
Tewksbury Community Market.	Town Manager	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.	Town Manager	\$25,000
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 3-40 was Adopted Unanimously

7:43 PM 5/6/24

**Executive Summary:** This article authorizes the Fiscal Year 2025 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, 2024; or take any action relative thereto.

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
<b>General Government</b>					
<b>Moderator</b>					
<i>Salaries</i>	1,000	1,000	1,000	1,000	-
<i>Operating</i>	-	75	75	75	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Moderator Budget</b>	<b>1,000</b>	<b>1,075</b>	<b>1,075</b>	<b>1,075</b>	<b>-</b>
<b>Select Board</b>					
<i>Salaries</i>	26,484	31,153	26,000	26,000	(5,153)
<i>Operating</i>	143,312	150,962	162,499	162,499	11,537
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Select Board Budget</b>	<b>169,796</b>	<b>182,115</b>	<b>188,499</b>	<b>188,499</b>	<b>6,384</b>
<b>Town Manager</b>					
<i>Salaries</i>	500,340	549,493	526,837	526,837	(22,656)
Water Enterprise Fund Allocation	(10,356)	(10,615)	(10,615)	(10,615)	-
Sewer Enterprise Fund Allocation	(10,356)	(10,615)	(10,615)	(10,615)	-
<i>Total Salaries Net of Allocations</i>	479,628	528,263	505,607	505,607	(22,656)
<i>Operating</i>	114,150	194,285	204,256	204,256	9,971
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Manager Budget</b>	<b>614,491</b>	<b>743,778</b>	<b>731,093</b>	<b>731,093</b>	<b>(12,685)</b>
<b>Total Town Manager Budget Net Allocations</b>	<b>593,779</b>	<b>722,548</b>	<b>709,863</b>	<b>709,863</b>	<b>(12,685)</b>
<b>Finance Committee</b>					
<i>Salaries</i>	2,515	2,515	2,515	2,515	-
<i>Operating</i>	352	689	689	689	-
<i>Capital Outlay</i>	-	-	-	-	-
<i>Reserve Fund</i>	-	75,000	75,000	75,000	-
<b>Total Finance Committee Budget</b>	<b>2,867</b>	<b>78,204</b>	<b>78,204</b>	<b>78,204</b>	<b>-</b>
<b>Town Counsel</b>					
<i>Operating</i>	122,978	125,000	125,000	125,000	-
<b>Total Operating</b>	<b>122,978</b>	<b>125,000</b>	<b>125,000</b>	<b>125,000</b>	<b>-</b>
<b>Human Resources</b>					
<i>Salaries</i>	108,936	114,088	116,903	116,903	2,815
Water Enterprise Fund Allocation	(1,634)	(1,711)	(1,754)	(1,754)	(43)
Sewer Enterprise Fund Allocation	(1,634)	(1,711)	(1,754)	(1,754)	(43)
<i>Total Salaries Net of Allocations</i>	105,668	110,666	113,395	113,395	2,729
<i>Operating</i>	51,898	37,525	37,525	37,525	-
Water Enterprise Fund Allocation	(451)	(563)	(563)	(563)	-
Sewer Enterprise Fund Allocation	(451)	(563)	(563)	(563)	-
<i>Total Operating Net of Allocations</i>	50,996	36,399	36,399	36,399	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Human Resources Budget</b>	<b>160,835</b>	<b>151,613</b>	<b>154,428</b>	<b>154,428</b>	<b>2,815</b>
<b>Total Human Resources Budget Net Allocations</b>	<b>156,665</b>	<b>147,065</b>	<b>149,794</b>	<b>149,794</b>	<b>2,729</b>
<b>Town Clerk</b>					
<i>Salaries</i>	264,240	281,057	291,325	291,325	10,268
<i>Operating</i>	20,112	24,095	27,245	27,245	3,150
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Clerk Budget</b>	<b>284,352</b>	<b>305,152</b>	<b>318,570</b>	<b>318,570</b>	<b>13,418</b>
<b>Election</b>					
<i>Salaries</i>	58,285	51,000	79,700	79,700	28,700
<i>Operating</i>	33,485	27,725	29,475	29,475	1,750

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
<i>Capital Outlay</i>	467	12,650	-	-	(12,650)
<b>Total Election Budget</b>	<b>92,237</b>	<b>91,375</b>	<b>109,175</b>	<b>109,175</b>	<b>17,800</b>
<b>Board of Registrars</b>					
<i>Salaries</i>	2,850	2,850	2,850	2,850	-
<i>Operating</i>	614	700	700	700	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Board of Registrars Budget</b>	<b>3,464</b>	<b>3,550</b>	<b>3,550</b>	<b>3,550</b>	<b>-</b>
<b>Computer Services</b>					
<i>Salaries</i>	123,288	127,188	190,387	190,387	63,199
Water Enterprise Fund Allocation	(2,588)	(3,402)	(3,651)	(3,651)	(249)
Sewer Enterprise Fund Allocation	(2,588)	(1,701)	(1,826)	(1,826)	(125)
<i>Total Salaries Net of Allocations</i>	118,112	122,085	184,910	184,910	62,825
<i>Operating</i>	234,629	229,328	205,787	205,787	(23,541)
Water Enterprise Fund Allocation	-	(2,720)	(6,383)	(6,383)	(3,663)
Water Enterprise Fund Allocation	-	(1,360)	(3,192)	(3,192)	(1,832)
<i>Total Operating Net of Allocations</i>	234,629	225,248	196,212	196,212	(29,036)
<i>Capital Outlay</i>	-	-	45,000	-	-
<b>Total Computer Services Budget</b>	<b>357,917</b>	<b>356,516</b>	<b>441,174</b>	<b>396,174</b>	<b>39,658</b>
<b>Total Computer Services Budget Net Allocations</b>	<b>352,741</b>	<b>347,333</b>	<b>426,122</b>	<b>381,122</b>	<b>33,789</b>
<b>Total General Government</b>	<b>1,809,936</b>	<b>2,038,378</b>	<b>2,150,768</b>	<b>2,105,768</b>	<b>67,390</b>
<b>Total General Government Net Allocations</b>	<b>1,779,878</b>	<b>2,003,417</b>	<b>2,109,852</b>	<b>2,064,852</b>	<b>61,435</b>
<b>Finance Department</b>					
<b>Accounting</b>					
<i>Salaries</i>	236,592	258,173	248,294	248,294	(9,880)
Water Enterprise Fund Allocation	(5,947)	(6,454)	(6,207)	(6,207)	247
<i>Sewer Enterprise Fund Allocation</i>	(5,947)	(6,454)	(6,207)	(6,207)	247
<i>Total Salaries Net of Allocations</i>	224,698	245,265	235,880	235,880	(9,386)
<i>Operating</i>	222,628	214,302	216,952	216,952	2,650
Water Enterprise Fund Allocation	(4,650)	(5,358)	(5,424)	(5,424)	(66)
Sewer Enterprise Fund Allocation	(4,650)	(5,358)	(5,424)	(5,424)	(66)
<i>Total Operating Net of Allocations</i>	213,328	203,586	206,104	206,104	2,518
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Accounting Budget</b>	<b>459,220</b>	<b>472,475</b>	<b>465,245</b>	<b>465,245</b>	<b>(7,230)</b>
<b>Total Accounting Budget Net Allocations</b>	<b>438,026</b>	<b>448,851</b>	<b>441,983</b>	<b>441,983</b>	<b>(6,868)</b>
<b>Assessor</b>					
<i>Salaries</i>	303,058	333,138	341,705	341,705	8,567
<i>Operating</i>	72,530	91,003	98,652	98,652	7,649
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Assessor Budget</b>	<b>375,588</b>	<b>424,141</b>	<b>440,357</b>	<b>440,357</b>	<b>16,216</b>
<b>Treasurer/Collector</b>					
<i>Salaries</i>	404,839	442,752	384,519	384,519	(58,233)
Water Enterprise Fund Allocation	(26,238)	(29,762)	(24,735)	(24,735)	5,027
Sewer Enterprise Fund Allocation	(26,238)	(29,762)	(24,735)	(24,735)	5,027
<i>Total Salaries Net of Allocations</i>	352,363	383,228	335,049	335,049	(48,179)
<i>Operating</i>	78,916	85,345	85,345	85,345	-
Water Enterprise Fund Allocation	(8,912)	(8,535)	(8,535)	(8,535)	-
Sewer Enterprise Fund Allocation	(8,912)	(8,535)	(8,535)	(8,535)	-
<i>Total Operating Net of Allocations</i>	61,092	68,275	68,275	68,275	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Treasurer/Collector Budget</b>	<b>483,754</b>	<b>528,097</b>	<b>469,864</b>	<b>469,864</b>	<b>(58,233)</b>
<b>Total Treasurer/Collector Budget Net Allocations</b>	<b>413,454</b>	<b>451,503</b>	<b>403,324</b>	<b>403,324</b>	<b>(48,179)</b>
<b>Total Finance Department</b>	<b>1,318,562</b>	<b>1,424,713</b>	<b>1,375,466</b>	<b>1,375,466</b>	<b>(49,247)</b>
<b>Total Finance Department Net Allocations</b>	<b>1,227,068</b>	<b>1,324,495</b>	<b>1,285,664</b>	<b>1,285,664</b>	<b>(38,831)</b>
<b>Community Services</b>					
<b>Veteran's Services</b>					
<i>Salaries</i>	93,477	129,260	131,766	131,766	2,506

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
<i>Operating</i>	244,133	282,870	273,420	273,420	(9,450)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Veteran's Budget</b>	<b>337,610</b>	<b>412,130</b>	<b>405,186</b>	<b>405,186</b>	<b>(6,944)</b>
<b>Community Events</b>					
<i>Operating</i>	26,933	40,100	40,100	40,100	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Community Events Budget</b>	<b>26,933</b>	<b>40,100</b>	<b>40,100</b>	<b>40,100</b>	<b>-</b>
<b>Total Community Services</b>	<b>364,543</b>	<b>452,230</b>	<b>445,286</b>	<b>445,286</b>	<b>(6,944)</b>
<b>Council on Aging</b>					
<i>Salaries</i>	253,406	300,224	307,436	307,436	7,212
<i>Operating</i>	174,589	154,474	161,605	161,605	7,131
<i>Capital Outlay</i>	-	59,000	-	-	(59,000)
<b>Total Council on Aging Budget</b>	<b>427,995</b>	<b>513,698</b>	<b>469,041</b>	<b>469,041</b>	<b>(44,657)</b>
<b>Facilities</b>					
<b>Town Facilities and Grounds</b>					
<i>Salaries</i>	292,917	334,750	331,856	331,856	(2,894)
<i>Operating</i>	292,594	229,765	232,648	232,648	2,883
<i>Capital Outlay</i>	-	34,236	-	-	(34,236)
<b>Total Town Facilities and Grounds Budget</b>	<b>585,511</b>	<b>598,751</b>	<b>564,504</b>	<b>564,504</b>	<b>(34,247)</b>
<b>Town Hall</b>					
<i>Salaries</i>	59,237	61,343	61,343	61,343	-
<i>Operating</i>	230,397	201,784	201,784	201,784	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Hall Budget</b>	<b>289,635</b>	<b>263,127</b>	<b>263,127</b>	<b>263,127</b>	<b>-</b>
<b>Total Facilities</b>	<b>875,146</b>	<b>861,878</b>	<b>827,630</b>	<b>827,630</b>	<b>(34,247)</b>
<b>Library</b>					
<i>Salaries</i>	1,073,722	1,124,508	1,143,748	1,143,748	19,240
<i>Operating</i>	399,969	421,211	431,197	431,197	9,986
<i>Capital Outlay</i>	-	35,400	-	-	(35,400)
<b>Total Library Budget</b>	<b>1,473,691</b>	<b>1,581,119</b>	<b>1,574,946</b>	<b>1,574,946</b>	<b>(6,173)</b>

<b>Planning and Development</b>					
<b>Planning (Community Development)</b>					
<i>Salaries</i>	219,357	231,449	238,022	238,022	6,573
<i>Operating</i>	34,294	34,692	34,692	34,692	(0)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Community Development Budget</b>	<b>253,651</b>	<b>266,141</b>	<b>272,714</b>	<b>272,714</b>	<b>6,573</b>
<b>Building Department</b>					
<i>Salaries</i>	353,126	368,970	343,146	343,146	(25,823)
<i>Operating</i>	15,370	10,309	13,009	13,009	2,700
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Building Department Budget</b>	<b>368,496</b>	<b>379,279</b>	<b>356,155</b>	<b>356,155</b>	<b>(23,123)</b>
<b>Board of Health</b>					
<i>Salaries</i>	300,181	302,462	307,334	307,334	4,872
<i>Operating</i>	24,937	20,755	21,465	21,465	710
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Board of Health Budget</b>	<b>325,118</b>	<b>323,217</b>	<b>328,799</b>	<b>328,799</b>	<b>5,582</b>
<b>Total Planning and Development</b>	<b>947,265</b>	<b>968,637</b>	<b>957,668</b>	<b>957,668</b>	<b>(10,969)</b>
<b>Public Safety</b>					
<b>Police</b>					
<i>Salaries</i>	7,377,066	7,480,705	7,733,615	7,480,478	(227)
<i>Operating</i>	916,636	927,199	940,867	940,867	13,668
<i>Capital Outlay</i>	396,498	358,204	420,284	404,784	46,580
<b>Total Police Budget</b>	<b>8,690,200</b>	<b>8,766,108</b>	<b>9,094,766</b>	<b>8,826,129</b>	<b>60,021</b>
<b>Fire</b>					
<i>Salaries</i>	5,822,985	6,120,926	6,309,176	6,309,176	188,250
<i>Operating</i>	811,288	571,194	567,583	567,583	(3,611)
<i>Capital Outlay</i>	-	45,778	-	-	(45,778)

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
<b>Total Fire Budget</b>	<b>6,634,273</b>	<b>6,737,898</b>	<b>6,876,759</b>	<b>6,876,759</b>	<b>138,861</b>
<b>Emergency Management</b>					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	-	-	-	-	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Emergency Mgt. Budget</b>	-	-	-	-	-
<b>Parking Clerk</b>					
<i>Salaries</i>	4,000	4,000	4,000	4,000	-
<i>Operating</i>	144	1,200	1,200	1,200	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Parking Clerk Budget</b>	<b>4,144</b>	<b>5,200</b>	<b>5,200</b>	<b>5,200</b>	-
<b>Total Public Safety Budget</b>	<b>15,328,617</b>	<b>15,509,206</b>	<b>15,976,725</b>	<b>15,708,088</b>	<b>198,882</b>
<b>School Departments</b>					
<b>Tewksbury</b>					
Salaries	36,670,728	38,612,169	40,144,578	40,144,578	1,532,409
Operating	15,579,707	15,583,490	15,396,529	15,396,529	(186,961)
Capital Outlay	789,603	789,603	789,603	789,603	-
<b>Total School Operating Budget</b>	<b>53,040,038</b>	<b>54,985,262</b>	<b>56,330,710</b>	<b>56,330,710</b>	<b>1,345,448</b>
Offsets	-	-	-	-	-
<b>Net School Operating Budget</b>	<b>53,040,038</b>	<b>54,985,262</b>	<b>56,330,710</b>	<b>56,330,710</b>	<b>1,345,448</b>
Fixed Costs					
Health	8,287,594	8,692,226	9,478,233	9,478,233	786,007
Retirement	1,727,370	1,869,007	1,992,628	1,992,628	123,621
Medicare	550,186	505,975	577,695	577,695	71,720
Unemployment	9,097	50,000	50,000	50,000	-
Insurance	454,961	452,935	503,943	503,943	51,008
Principal	-	-	-	-	-
Long Term Interest	-	-	-	-	-
Short Term Interest	-	-	-	-	-
<b>Total Fixed Costs</b>	<b>11,029,209</b>	<b>11,570,143</b>	<b>12,602,499</b>	<b>12,602,499</b>	<b>1,032,356</b>
<b>Town Tewksbury School Budget</b>	<b>64,069,247</b>	<b>66,555,405</b>	<b>68,933,209</b>	<b>68,933,209</b>	<b>2,377,804</b>
<b>Exempt School Debt Principal</b>	<b>4,195,000</b>	<b>4,210,000</b>	<b>4,230,000</b>	<b>4,230,000</b>	<b>20,000</b>
<b>Exempt School Exempt Interest</b>	<b>2,408,450</b>	<b>2,198,700</b>	<b>1,988,200</b>	<b>1,988,200</b>	<b>(210,500)</b>
<b>Shawsheen Regional Vocational School</b>	<b>7,369,366</b>	<b>8,018,527</b>	<b>8,585,726</b>	<b>8,585,726</b>	<b>567,199</b>
<b>Essex North Shore Agricultural and Tech. School District</b>	<b>77,961</b>	<b>87,408</b>	<b>117,947</b>	<b>117,947</b>	<b>30,539</b>
<b>Total School Departments</b>	<b>78,120,024</b>	<b>81,070,040</b>	<b>83,855,082</b>	<b>83,855,082</b>	<b>2,785,042</b>
<b>Department of Public Works</b>					
<b>DPW Administration</b>					
<i>Salaries</i>	547,265	407,931	441,963	412,203	4,272
Water Enterprise Fund Allocation	(72,408)	(70,305)	(71,692)	(71,692)	(1,387)
Sewer Enterprise Fund Allocation	(72,408)	(70,305)	(71,692)	(71,692)	(1,387)
<i>Total Salaries Net of Allocations</i>	402,449	267,321	298,579	268,819	1,498
<i>Operating</i>	129,986	140,585	144,306	144,306	3,721
Water Enterprise Fund Allocation	(35,035)	(35,146)	(36,077)	(36,077)	(931)
Sewer Enterprise Fund Allocation	(35,035)	(35,146)	(36,077)	(36,077)	(931)
<i>Total Operating Net of Allocations</i>	59,916	70,293	72,152	72,152	1,859
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Administration Budget</b>	<b>677,251</b>	<b>548,516</b>	<b>586,269</b>	<b>556,509</b>	<b>7,993</b>
<b>Total DPW Administration Budget Net Allocations</b>	<b>462,365</b>	<b>337,614</b>	<b>370,731</b>	<b>340,971</b>	<b>3,357</b>
<b>DPW Engineering</b>					
<i>Salaries</i>	478,519	536,701	536,370	536,370	(331)
Water Enterprise Fund Allocation	(172,301)	(179,297)	(172,723)	(172,723)	6,574
Sewer Enterprise Fund Allocation	(172,267)	(179,360)	(177,256)	(177,256)	2,104
<i>Total Salaries Net of Allocations</i>	133,951	178,044	186,391	186,391	8,347
<i>Operating</i>	789,901	1,337,485	534,397	34,397	(1,303,088)
Water Enterprise Fund Allocation	(16,744)	(15,744)	(14,447)	(14,447)	1,297

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
Sewer Enterprise Fund Allocation	(13,555)	(12,745)	(11,695)	(11,695)	1,050
<i>Total Operating Net of Allocations</i>	759,602	1,308,996	508,255	8,255	(1,300,741)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Engineering Budget</b>	<b>1,268,420</b>	<b>1,874,186</b>	<b>1,070,767</b>	<b>570,767</b>	<b>(1,303,419)</b>
<b>Total DPW Engineering Budget Net Allocations</b>	<b>893,553</b>	<b>1,487,040</b>	<b>694,646</b>	<b>194,646</b>	<b>(1,292,394)</b>
<b>DPW Highway</b>					
<i>Salaries</i>	934,073	1,134,022	1,141,049	1,139,049	5,027
<i>Operating</i>	456,074	408,875	449,760	374,560	(34,315)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Highway Budget</b>	<b>1,390,147</b>	<b>1,542,897</b>	<b>1,590,809</b>	<b>1,513,609</b>	<b>(29,288)</b>

<b>DPW Forestry</b>					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	130,182	132,460	141,650	141,650	9,190
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Forestry Budget</b>	<b>130,182</b>	<b>132,460</b>	<b>141,650</b>	<b>141,650</b>	<b>9,190</b>
<b>DPW Fleet Maintenance</b>					
<i>Salaries</i>	327,022	343,511	345,008	344,258	747
Water Enterprise Fund Allocation	(54,021)	(58,594)	(59,099)	(59,099)	(505)
Sewer Enterprise Fund Allocation	(54,021)	(58,594)	(59,099)	(59,099)	(505)
<i>Total Salaries Net of Allocations</i>	218,980	226,323	226,810	226,060	(263)
<i>Operating</i>	577,533	717,580	689,800	689,800	(27,780)
Water Enterprise Fund Allocation	(60,007)	(77,436)	(75,938)	(75,938)	1,498
Sewer Enterprise Fund Allocation	(60,007)	(77,436)	(75,938)	(75,938)	1,498
<i>Total Operating Net of Allocations</i>	457,519	562,708	537,924	537,924	(24,784)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Fleet Maint, Budget</b>	<b>904,556</b>	<b>1,061,091</b>	<b>1,034,808</b>	<b>1,034,058</b>	<b>(27,033)</b>
<b>Total DPW Fleet Maint, Budget Net Allocations</b>	<b>676,500</b>	<b>789,031</b>	<b>764,734</b>	<b>763,984</b>	<b>(25,047)</b>
<b>DPW Snow and Ice</b>					
<i>Salaries</i>	152,840	95,000	95,000	95,000	-
<i>Operating</i>	493,407	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Snow and Ice Budget</b>	<b>646,247</b>	<b>256,000</b>	<b>256,000</b>	<b>256,000</b>	<b>-</b>
<b>Street Lighting</b>					
<i>Operating</i>	73,239	72,750	72,750	72,750	-
<b>Total Street Lighting Budget</b>	<b>73,239</b>	<b>72,750</b>	<b>72,750</b>	<b>72,750</b>	<b>-</b>
<b>Solid Waste</b>					
<i>Operating</i>	3,055,293	3,438,814	3,562,069	3,562,069	123,255
<b>Total Solid Waste Budget</b>	<b>3,055,293</b>	<b>3,438,814</b>	<b>3,562,069</b>	<b>3,562,069</b>	<b>123,255</b>
<b>Total DPW Budget</b>	<b>8,145,334</b>	<b>8,926,714</b>	<b>8,315,122</b>	<b>7,707,412</b>	<b>(1,219,302)</b>
<b>Total DPW Budget Net Allocations</b>	<b>7,327,525</b>	<b>8,056,606</b>	<b>7,453,389</b>	<b>6,845,679</b>	<b>(1,210,927)</b>
<b>Unclassified</b>					
Non-Exempt Principal Maturing Debt	205,000	1,530,000	1,375,000	1,375,000	(155,000)
Non Exempt Interest-Maturing Debt	83,281	959,807	1,136,331	1,136,331	176,524
Interest-Temporary Loans	-	-	-	-	-
Exempt Principal Maturing Debt	3,772,500	3,935,000	4,055,000	4,055,000	120,000
Exempt Interest-Maturing Debt	1,148,994	960,369	763,619	763,619	(196,750)
<i>Middlesex Retirement Assmt.</i>	8,058,670	9,063,541	9,664,114	9,664,114	600,573
Water Enterprise Fund Allocation	(464,408)	(536,995)	(575,149)	(575,149)	(38,154)
Sewer Enterprise Fund Allocation	(86,065)	(52,951)	(56,540)	(56,540)	(3,589)
Cable Enterprise Fund Allocation	(13,445)	(14,096)	(14,552)	(14,552)	(456)
<i>Total Retirement</i>	7,494,752	8,459,499	9,017,873	9,017,873	558,374
Occupational Injury Reserve	125,000	125,000	125,000	125,000	-
Unemployment Compensation	9,097	10,000	10,000	10,000	-
<i>Group Insurance</i>	4,835,684	5,501,871	5,879,093	5,879,093	377,222
Water Enterprise Fund Allocation	(368,885)	(371,401)	(450,853)	(450,853)	(79,452)

<b>General Fund Budget Classification</b>	<b>FY2023 EXPENDED</b>	<b>FY2024 BUDGETED</b>	<b>FY2025 DEPT REQ</b>	<b>FY2025 TM REC</b>	<b>BUDGET INC/DEC</b>
Sewer Enterprise Fund Allocation	(127,887)	(141,131)	(158,226)	(158,226)	(17,095)
Cable Enterprise Fund Allocation	(16,176)	(16,930)	(18,246)	(18,246)	(1,316)
<i>Total Group Insurance</i>	4,322,736	4,972,409	5,251,768	5,251,768	279,359
<i>Medicare Tax</i>	337,321	329,194	354,187	354,187	24,993
Water Enterprise Fund Allocation	(24,511)	(28,411)	(31,301)	(31,301)	(2,890)
Sewer Enterprise Fund Allocation	(8,660)	(9,646)	(11,668)	(11,668)	(2,022)
Cable Enterprise Fund Allocation	(2,683)	(2,830)	(2,913)	(2,913)	(83)
<i>Total Medicare Tax</i>	301,467	288,307	308,305	308,305	19,998
Other-Post Employment Benefits	650,000	650,000	650,000	650,000	
<i>Property and Liability Insurance</i>	617,011	743,322	754,510	754,510	11,188
Water Enterprise Fund Allocation	(103,061)	(117,324)	(127,686)	(127,686)	(10,362)
Sewer Enterprise Fund Allocation	(28,521)	(32,736)	(31,852)	(31,852)	884
<i>Total Property and Liability</i>	485,429	593,262	594,972	594,972	1,710
<i>North Middlesex Regional Emergency Communications Center</i>	-	490,809	632,515	632,515	141,706
<b>Total Unclassified Budget</b>	<b>19,842,559</b>	<b>24,298,913</b>	<b>25,399,369</b>	<b>25,399,369</b>	<b>1,100,456</b>
<b>Total Unclassified Budget Net Allocations</b>	<b>18,598,257</b>	<b>22,974,462</b>	<b>23,920,383</b>	<b>23,920,383</b>	<b>945,921</b>
<b>Total Budget Before Transfers, Allocations and Offsets</b>	<b>128,653,672</b>	<b>137,645,526</b>	<b>141,347,103</b>	<b>140,425,756</b>	<b>2,780,230</b>
<b>Total Budget Before Transfers Net Allocations/Offsets</b>	<b>126,470,009</b>	<b>135,315,788</b>	<b>138,875,666</b>	<b>137,954,319</b>	<b>2,638,531</b>
<b>Transfers</b>					
To the Sewer Enterprise Fund	-	-	-	-	-
To the Water Enterprise Fund	-	-	-	-	-
Special Revenue	-	-	-	-	-
Town Trust Funds	-	-	-	-	-
<b>Total Transfers</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>ATM General Fund Budget</b>	<b>126,470,009</b>	<b>135,315,788</b>	<b>138,875,666</b>	<b>137,954,319</b>	<b>2,638,531</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$137,954,319 for the purpose of the Article

Vote: Article 4 was Adopted Unanimously

7:51 PM 5/6/24

**Executive Summary:** The purpose of this article is to fund the General Fund Budget for Fiscal Year 2025.

### ARTICLE 5

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Withdraw Article 5

Vote: Article 5 was Withdrawn Unanimously

7:52 PM 5/6/24

**Executive Summary:** The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Massachusetts Police Patrolman's Association (NEPBA) and implement the labor agreement and distribute funds in Fiscal Year 2025.

### ARTICLE 6

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to the Article  
The Finance Committee motioned to Adopt Article 6 as Amended; raise and appropriate \$86,862 for the purpose of the Article

Vote: The Amendment was Adopted Unanimously 7:53 PM 5/6/24  
Article 6 was Adopted as Amended Unanimously 7:54 PM 5/6/24

**AMENDMENT:** To see if the Town will vote to raise and appropriate the sum of ~~money~~ **\$86,862** needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers beginning July 1, 2024; or take any other action relative thereto.

**ARTICLE AS AMENDED:** To see if the Town will vote to raise and appropriate the sum of \$86,862 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Police Department Superior Officers beginning July 1, 2024; or take any other action relative thereto.

**Executive Summary:** The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Police Department Superior Officers and implement the labor agreement and distribute funds in Fiscal Year 2025.

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**ARTICLE 7**

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Withdraw Article 7

Vote: Article 7 was Withdrawn Unanimously 7:55 PM 5/6/24

**Executive Summary:** The intent of this article is to appropriate funds for a new labor agreement with the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 and implement the labor agreement and distribute funds in Fiscal Year 2025.

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**ARTICLE 8**

To see if the Town will vote to raise and appropriate the sum of money needed to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to the Article  
The Finance Committee motioned to Adopt Article 8 as Amended; raise and appropriate \$129,283 for the purpose of the Article

Vote: The Amendment was Adopted Unanimously 7:56 PM 5/6/24  
Article 8 was Adopted as Amended Unanimously 7:57 PM 5/6/24

**AMENDMENT:** To see if the Town will vote to raise and appropriate the sum of ~~money~~ **\$129,283 of which \$85,339 will be raised from the tax levy, \$7,713 raised from sewer rates, and \$36,231 raised from water rates**, needed to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2024; or take any other action relative thereto.

**ARTICLE AS AMENDED:** To see if the Town will vote to raise and appropriate the sum of \$129,283 of which \$85,339 will be raised from the tax levy, \$7,713 raised from sewer rates, and \$36,231 raised from water rates, needed to fund and implement the Collective Bargaining Agreement between the Town and Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) beginning July 1, 2024; or take any other action relative thereto.

**Executive Summary:** The intent of this article is to appropriate or transfer funds for a new labor agreement with Local 833, the American Federation of State, County and Municipal Employees, AFL-CIO (AFSCME) and implement the labor agreement and distribute funds in Fiscal Year 2025.

**ARTICLE 9**

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$7,152,397 to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

**FISCAL YEAR 2025 PROPOSED BUDGET**

<u>Direct Expenses</u>	<u>FY23 Expended</u>	<u>FY24 Approved</u>	<u>FY25 Recommended</u>	<u>Inc(Dec)</u>
Salaries	422,295	423,418	386,967	(36,451)
Expenses	326,022	447,488	447,060	(428)
Capital Outlay	-	-	-	-
Lowell Sewer	1,629,787	1,847,800	1,940,190	92,390
Reserve Fund	-	60,000	60,000	-
Occupational Health	10,000	10,000	10,000	-
Other Post Employment Benefits	38,785	6,935	7,142	207
Debt	3,703,896	3,577,894	3,548,144	(29,750)
Subtotal	6,130,785	6,373,535	6,399,503	25,968
				-
<u>Indirect Expenses</u>				
Town Manager	10,356	10,615	10,615	-
Accounting	10,597	11,812	11,631	(181)
Computer Services	2,588	3,061	5,018	1,957
Treasurer/Collector	35,150	38,297	33,270	(5,027)
Human Resources	2,085	2,274	2,317	43
Dept. of Public Works	407,293	433,586	431,757	(1,829)
Group Insurance	127,887	141,131	158,226	17,095
Retirement	86,065	52,951	56,540	3,589
Medicare	8,660	9,646	11,668	2,022
Property and Liability Insurance	28,521	32,736	31,852	(884)
Subtotal	719,202	736,109	752,894	16,785
<u>Capital Expenditures</u>	-	-	-	-
<b>Total Appropriation</b>	<b>6,849,987</b>	<b>7,109,644</b>	<b>7,152,397</b>	<b>42,753</b>
				-
<u>Projected Sewer Revenue</u>	<u>FY23 Collected</u>	<u>FY24 Projected</u>	<u>FY25 Projected</u>	<u>Inc(Dec)</u>
User Fees	6,664,051	5,894,094	5,935,815	41,722
All Sewer Liens/Interest/Fees	274,155	250,000	175,000	(75,000)
Connection Fees	122,200	108,753	108,929	176
All Other	38,239	25,000	100,000	75,000
Retained Earnings	750,000	880,000	870,000	(10,000)
Transfer From General Fund	-	-	-	-
<b>Total Revenue</b>	<b>7,848,645</b>	<b>7,157,847</b>	<b>7,189,744</b>	<b>31,898</b>
				-
<b>Operating Deficit/Surplus</b>	<b>998,658</b>	<b>48,202</b>	<b>37,347</b>	<b>(10,856)</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate and Transfer from available funds \$7,152,397 for the purpose of the Article

Vote: Article 9 was Adopted Unanimously

7:58 PM 5/6/24

**Executive Summary:** The purpose of this article is to fund the Sewer Enterprise Fund for Fiscal Year 2025.

**ARTICLE 10**

To see if the Town will vote to raise and appropriate a sum of \$8,744,543 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 2025 PROPOSED BUDGET**

	<b><u>FY23 Expended</u></b>	<b><u>FY24 Approved</u></b>	<b><u>FY25 Recommended</u></b>	<b><u>Inc(Dec)</u></b>
Salaries	1,523,333	1,828,004	1,817,811	(10,192)
Expenses	1,731,389	1,911,416	1,979,861	68,445
Capital Outlay	-	200,000	-	(200,000)
Reserve Fund	-	25,000	25,000	-
Occupational Health	-	20,000	20,000	-
Other Post Employment Benefits	163,947	52,013	53,564	1,551
Debt	<u>2,492,485</u>	<u>2,586,275</u>	<u>3,165,475</u>	<u>579,200</u>
Subtotal	5,911,154	6,622,707	7,061,711	439,004
<b><u>Indirect Expenses</u></b>				
Town Manager	10,356	10,615	10,615	-
Accounting	10,597	11,812	11,631	(181)
Computer Services	2,588	6,122	10,034	3,912
Treasurer/Collector	35,150	38,297	33,270	(5,027)
Human Resources	2,085	2,274	2,317	43
Dept. of Public Works	410,516	436,522	429,976	(6,546)
Group Insurance	368,885	371,401	450,853	79,452
Retirement	464,408	536,995	575,149	38,154
Medicare	24,511	28,411	31,301	2,890
Property and Liability	<u>103,061</u>	<u>117,324</u>	<u>127,686</u>	<u>10,362</u>
Subtotal	1,432,157	1,559,773	1,682,832	123,059
<b><u>Capital Expenditures</u></b>				
	-	-	-	-
<b>Total Appropriation</b>	<b>7,343,311</b>	<b>8,182,480</b>	<b>8,744,543</b>	<b>562,063</b>
<b><u>Projected Water Revenue</u></b>				
	<b><u>FY23 Collected</u></b>	<b><u>FY24 Projected</u></b>	<b><u>FY25 Projected</u></b>	<b><u>Inc(Dec)</u></b>
User Fees	8,346,154	7,670,552	8,462,965	792,413
Water Liens	23,519	400,000	275,000	(125,000)
All Other Fees	193,925	150,000	150,000	-
Investment Income	<u>139,915</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Total Revenue</b>	<b>8,703,513</b>	<b>8,220,552</b>	<b>8,887,965</b>	<b>667,413</b>
	-	-	-	-
<b>Operating Deficit/Surplus</b>	<b>1,360,202</b>	<b>38,072</b>	<b>143,422</b>	<b>105,350</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$8,744,543 for the purpose of the Article

Vote: Article 10 was Adopted Unanimously

7:58 PM 5/6/24

**Executive Summary:** The purpose of this article is to fund the Water Enterprise Fund for Fiscal Year 2025.

**ARTICLE 11**

To see if the Town will vote to raise and appropriate a sum of \$722,225 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 2025 PROPOSED BUDGET**

<b><u>Direct Expenses</u></b>	<b><u>FY23 Expended</u></b>	<b><u>FY24 Approved</u></b>	<b><u>FY25 Recommended</u></b>	<b><u>Inc(Dec)</u></b>
Salaries	-	-	-	-
Expenses	506,934	586,200	697,225	111,025
Capital Outlay	620,669	-	-	-
Reserve Fund	-	25,000	25,000	-
Subtotal	<u>1,127,602</u>	<u>611,200</u>	<u>722,225</u>	<u>111,025</u>
<b><u>Indirect Expenses</u></b>				
Subtotal	-	-	-	-
<b>Capital Expenditures</b>	-	-	-	-
<b>Total Appropriation</b>	<b>1,127,602</b>	<b>611,200</b>	<b>722,225</b>	<b>111,025</b>
<b><u>Projected Stormwater Revenue</u></b>	<b><u>FY23 Collected</u></b>	<b><u>FY24 Projected</u></b>	<b><u>FY25 Projected</u></b>	<b><u>Inc(Dec)</u></b>
User Fees	<u>1,191,910</u>	<u>1,139,307</u>	<u>1,158,846</u>	<u>19,539</u>
<b>Total Revenue</b>	<b>1,191,910</b>	<b>1,139,307</b>	<b>1,158,846</b>	<b>19,539</b>
<b>Operating Deficit/Surplus</b>	<b>64,308</b>	<b>528,107</b>	<b>436,621</b>	<b>(91,486)</b>

Town Manager

Scrivener’s Error: The Moderator noted the following Scrivener’s Error on page 18 of the Warrant - and there were no objections: Projected Stormwater Revenue – third column should be FY25.

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$722,225 for the purpose of the Article

Vote: Article 11 was Adopted Unanimously 8:00 PM 5/6/24

**Executive Summary:** The purpose of this article is to fund the Stormwater Enterprise Fund for Fiscal Year 2025.

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**ARTICLE 12**

To see if the Town will vote to raise and appropriate a sum of \$424,523 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 2025 PROPOSED BUDGET**

<b><u>Direct Expenses</u></b>	<b><u>FY23 Expended</u></b>	<b><u>FY24 Approved</u></b>	<b><u>FY25 Recommended</u></b>	<b><u>Inc(Dec)</u></b>
Salaries	176,573	202,397	208,820	6,423
Expenses	62,088	104,850	96,850	(8,000)
Capital Outlay	229,500	30,000	48,000	18,000
Reserve Fund	50,000	25,000	25,000	-
Occupational Health	3,000	3,000	3,000	-
Other Post Employment Benefits	6,200	6,935	7,142	207
Debt	-	-	-	-
Subtotal	527,361	372,182	388,812	16,630
<b><u>Indirect Expenses</u></b>				
Group Insurance	16,176	16,930	18,246	1,316
Retirement	13,445	14,096	14,552	456
Medicare	2,683	2,830	2,913	83
Property and Liability Insurance	-	-	-	-
Subtotal	32,304	33,856	35,711	1,855
<b><u>Capital Expenses</u></b>	-	-	-	-
<b>Total Appropriation</b>	<b>559,665</b>	<b>406,038</b>	<b>424,523</b>	<b>18,485</b>
<b><u>Projected Cable TV Revenue</u></b>	<b><u>FY23 Collected</u></b>	<b><u>FY24 Projected</u></b>	<b><u>FY25 Projected</u></b>	<b><u>Inc(Dec)</u></b>
Cable Franchise Fees	627,243	600,000	600,000	-
All Other Fees	-	-	-	-
<b>Total Revenue</b>	<b>627,243</b>	<b>600,000</b>	<b>600,000</b>	<b>-</b>
<b><u>Operating Deficit/Surplus</u></b>	<b>67,579</b>	<b>193,962</b>	<b>175,477</b>	<b>(18,485)</b>

Town Manager

Scrivener’s Error: The Moderator noted the following Scrivener’s Error on page 19 of the Warrant - and there were no objections: Direct Expenses third column should be FY25 Recommended and Projected Cable TV Revenue – should be FY25 Projected

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$424,523 for the purpose of the Article

Vote: Article 12 was Adopted Unanimously

8:01 PM 5/6/24

**Executive Summary:** The purpose of this article is to fund the Cable TV Enterprise Fund for Fiscal Year 2025.

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**ARTICLE 13**

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$1,354,223 to be expended by the Town Manager for the following purposes; or take any action relative thereto.

**DPW**

Ford F-350 shared with Highway, Water and Sewer Divisions	50,000
Ford F-550 Dump w/plow package Highway Division	130,000
Ford F-350 Highway Division	100,000
Sidewalk Construction	250,000
<b>Total DPW</b>	<b>530,000</b>

**Fire**

New Ambulance and Equipment	450,000
Vehicle Extrication Tools	35,000
Administration Vehicle	75,000
<b>Total Fire</b>	<b>560,000</b>

**Police Department**

New UAS Drone	15,000
<b>Total Police</b>	<b>15,000</b>

**Computer Services**

WIFI Town Buildings and New Door Access Controls Town Hall and Annex	45,000
<b>Total Computer Services</b>	<b>45,000</b>

**Facilities and Grounds**

Police Department Upgrades	113,923
Town Hall and Town Hall Annex	21,300
Recreation Building Upgrades	69,000
<b>Total Facilities and Grounds</b>	<b>204,223</b>

**Total**      **1,354,223**

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$1,354,223 from the Stabilization Fund for the purpose of the Article

Vote: Article 13 was Adopted Unanimously (2/3 Required)

8:03 PM 5/6/24

**Executive Summary:** This article allows the Town to utilize funds from the Stabilization Fund for capital equipment and improvements and one-time expenditures. This article only has the General Funds share of the cost items shared with the Water and Sewer Enterprise Funds. The total cost of the Ford F-350 is \$100,000. The balance for each is being shared with the Water and Sewer Enterprise Funds.

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**ARTICLE 14**

To see if the Town will vote to transfer from the Stabilization Fund a sum of \$5,568,000 to be expended by the Town Manager for the following purposes; or take any action relative thereto.

**School Department**

HVAC Wynn Middle School	2,500,000
School Building Renovations and Upgrades and HVAC Installation	3,000,000
Maintenance Truck with plow	<u>68,000</u>

**Total School Department**      **5,568,000**

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$5,568,000 from the Stabilization fund for the purpose of the Article.

Bruce Panilaitis motioned to Amend the Article

Vote: The Amendment Failed 8:29 PM 5/6/24

Article 14 was Adopted Unanimously (2/3 Required) 8:33 PM 5/6/24

**AMENDMENT:** To see if the Town will vote to transfer from the Stabilization Fund a sum of ~~\$5,568,000~~ **\$4,468,000** to be expended by the Town Manager for the following purposes; or take any action relative thereto.

**School Department**

HVAC Wynn Middle School	2,500,000
<del>School Building Renovations and Upgrades and</del> Ryan HVAC Installation	<del>3,000,000</del> <b><u>1,900,000</u></b>
Maintenance Truck with plow	<u>68,000</u>

**Total School Department**      ~~5,568,000~~ **4,468,000**

**Executive Summary:** This article allows the School Department to utilize funds from the Stabilization Fund for School capital equipment, facility improvements and one-time expenditures.

**ARTICLE 15**

To see if the Town will vote to transfer the sum of \$525,000 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Ford F-350 shared with Highway and Sewer Divisions	25,000
Ford F-350 shared with Water and Sewer Divisions	50,000
Inflow and Infiltration Control	50,000
Pump Station Improvements	<u>400,000</u>
<b>Total</b>	<b>525,000</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$525,000 from the Sewer Enterprise Fund Retained Earnings for the purpose of the Article

Vote: Article 15 was Adopted Unanimously 8:33 PM 5/6/24

**Executive Summary:** This article utilizes funds from Sewer Retained Earnings for capital equipment and improvements. This article only has Sewer Retained Earnings' share of the cost for those items. The total cost of the two Ford F-350 vehicles is \$100,000 each. The balance for each is being shared either with the Water Retained Earnings and/or Stabilization Fund.

**ARTICLE 16**

To see if the Town will vote to transfer the sum of \$625,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any action relative thereto.

Ford F-350 shared with Highway and Sewer Divisions	25,000
Ford F-350 shared with Water and Sewer Divisions	50,000
Hydrant Replacement/Installation Program	150,000
Water Treatment Plant Upgrades Replace 2 Raw and Finish Water Pumps	<u>400,000</u>
<b>Total</b>	<b>625,000</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$625,000 from the Water Enterprise Fund Retained Earnings for the purpose of the Article.

Vote: Article 16 was Adopted Unanimously 8:34 PM 5/6/24

**Executive Summary:** This article utilizes funds from Water Retained Earnings for Capital Equipment and Improvements. The cost of this article only has Water Retained Earnings' share of the cost for those items. The total cost of the two Ford F-350 vehicles is \$100,000 each. The balance for each is being shared either with the Sewer Retained Earnings and/or Stabilization Fund.

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**ARTICLE 17**

To see if the Town will vote to raise and appropriate from the Stormwater Enterprise Fund a sum of \$425,000 to be expended by the Town Manager for various purposes; or take any action relative thereto.

Drainage Improvements and Upgrades	250,000
Project Development	<u>175,000</u>
<b>Total</b>	<b>425,000</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; Raise and Appropriate \$425,000 from the Stormwater Enterprise Fund for the purpose of the Article

Vote: Article 17 was Adopted Unanimously 8:34 PM 5/6/24

**Executive Summary:** This article raises and appropriates funds from the Stormwater Enterprise Fund for capital equipment and improvements.

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**ARTICLE 18**

To see if the Town will vote to appropriate the sum of \$5,400,000 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 \$5,400,000, 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 \$5,400,000 for the purpose of the Article

Vote: Article 18 was Adopted Unanimously (2/3 Required) 8:37 PM 5/6/24

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

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### ARTICLE 19

To see if the Town will vote to appropriate the sum of \$1,500,000 to be expended by the Town Manager for the cost of purchasing and installing water meters and/or water meter components, 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(6) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Motion:** That the Town hereby appropriates the sum of \$1,500,000, for the cost of purchasing and installing water meters and/or water meter components 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(6) 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

Scrivener's Error: The Moderator noted the following Scrivener's Error on page 22 of the Warrant - and there were no objections: Executive Summary: This article authorizes the Town to borrow funds for the cost to ~~install and replace waterlines~~ replace water meters and/or water meter components in the Town.

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

Vote: Article 19 was Adopted Unanimously (2/3 Required) 8:39 PM 5/6/24

**Executive Summary:** This article authorizes the Town to borrow funds for the cost to replace water meters and/or water meter components in the Town.

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### ARTICLE 20

To see if the Town will vote to transfer from Bond Premiums the sum of \$36,283 to reduce Town Exempt Debt Principal; or take any action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt; Transfer \$36,283 from Bond Premiums for the purpose of the Article

Vote: Article 20 was Adopted Unanimously 8:39 PM 5/6/24

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

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**ARTICLE 21**

To see if the Town will vote to appropriate the sum of \$500,000 from the Community Preservation Fund Open Space Reserve for the design and construction of boardwalks at the Chandler Well Field 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 \$500,000 from Community Preservation Fund Open Space Reserve for the purpose of the Article

Vote: Article 21 was Adopted Unanimously 8:44 PM 5/6/24

**Executive Summary:** This article will fund the design and construction of boardwalks at the Chandler Well Field.

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**ARTICLE 22**

To see if the Town will vote to appropriate the sum of \$30,000 from the Community Preservation Fund Open Space Reserve for the removal and disposal of former pump station structures and equipment on Town open space land 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 Open Space Reserve for the purpose of the Article

Vote: Article 22 was Adopted Unanimously 8:45 PM 5/6/24

**Executive Summary:** This funding will fund the removal and disposal of former pump station structures and equipment on Town open space land.

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**ARTICLE 23**

To see if the Town will vote to appropriate the sum of \$200,000 from the Community Preservation Fund Undesignated Reserve for the purpose of designing upgrades and renovations to 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 \$200,000 from Community Preservation Fund Undesignated Reserve for the purpose of the Article

Vote: Article 23 was Adopted Unanimously 8:46 PM 5/6/24

**Executive Summary:** This funding will allow for design of upgrades and renovations to the Ella Flemings School.

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**ARTICLE 24**

To see if the Town will vote to approve the FY2025 Affordable Housing Trust Fund Allocation Plan as follows:

<u>ALLOCATION PLAN</u>	<u>for FY2025</u>
Starting Trust Balance:	\$5,822,630
Total Available Funds FY25:	\$5,822,630

Expenses:

Creation of New Units/ Buy down of Existing Units;	\$5,822,630
Total Projected Expenses for FY25;	\$5,822,630

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 24 was Adopted Unanimously 8:46 PM 5/6/24

**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 FY2025 allocation plan meets the expenditure requirements of the Special Act.

**ARTICLE 25**

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 2025, with each item to be considered a separate appropriation; or take any other action related thereto.

Appropriations:

Administrative Costs	\$55,414
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Reserves:

Open Space	\$110,827
Community Housing	\$110,827
Historic Preservation	-----
FY2025 Budgeted Reserve	\$831,000

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 25 was Adopted Unanimously 8:47 PM 5/6/24

**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. FY2025 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment. The total CPA Estimated FY25 revenue is \$1,108,271.

**ARTICLE 26**

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>
Delaware Road	81-193	0.38	16,553	21,100
Georgia Road	81-119	0.05	2,178	9,300

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 26 was Adopted Unanimously 8:47 PM 5/6/24

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

**ARTICLE 27**

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, 2024, through June 30, 2025.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 27 was Adopted Unanimously 8:48 PM 5/6/24

**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.

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**ARTICLE 28**

To see if the Town will vote to authorize the Select Board to accept an easement from the Board of Trustees of the Pine Hill Cemetery Harvard Medical School, 260 Longwood Ave., Boston, MA. 02110, Map 44 lot 111 for the purpose of accessing a portion of land to construct a trail or boardwalk for the Chandler Wellfield or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 28 was Adopted Unanimously 8:48 PM 5/6/24

**Executive Summary:** This article authorizes the Town to accept access easements on land privately owned that abuts the Chandler Wellfield.

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**ARTICLE 29**

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
61 Cynthia Road/Behind	84-17	7	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.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 29 was Adopted Unanimously 8:49 PM 5/6/24

**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.

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**ARTICLE 30**

To see if the Town will vote to transfer the care, custody, management, and control of the North Street Elementary School located at 133 North Street, 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 30 was Adopted Unanimously (2/3 Required)

8:52 PM 5/6/24

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

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### ARTICLE 31

To determine whether the Town of Tewksbury will vote to approve the Shawsheen Valley Regional Vocational/Technical School District Committee's vote on December 19, 2023 to establish a Stabilization Fund, pursuant to Section 16G ½ of Chapter 71 of the Massachusetts General Laws, said Stabilization Fund to be invested and to retain its own interest earnings as provided by law and further set up an operational line item to be created to transfer available monies into said Stabilization Fund; or take any other action relative thereto.

Shawsheen Valley Regional Vocational/Technical School Committee

Motion: The Finance Committee motioned to Adopt

Moderator Weir called for a vote to allow Tony McIntosh, Superintendent of the Shawsheen Valley Regional Vocational/Technical School Committee to address the assembly and this vote was Adopted

8:56 PM 5/6/24

Vote: Article 31 was Adopted Unanimously (2/3 Required)

9:00 PM 5/6/24

**Executive Summary:** This article will create a Shawsheen Valley Regional Vocational/Technical School District Stabilization Fund.

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### ARTICLE 32

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 revise the deed restriction on a parcel located on Chandler Street, East Street and Livingston Street, in the Town of Tewksbury, in Middlesex County, Massachusetts, containing fifteen (15) acres, more or less, more particularly described on a plan entitled "Plan of Land in Tewksbury, Mass. Prepared for Commonwealth of Massachusetts", dated July 23, 1997 reviewed February 11, 1998, and prepared by Troy, Mede & Associates. Current deed is recorded at the Middlesex North District Registry of Deeds, Book 10054, Page 110.

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 32 was Adopted (84 Yes/25 No)

9:08 PM 5/6/24

**Executive Summary:** This article seeks a Home Rule Petition to revise the deed restriction on a parcel located on Chandler Street, East Street and Livingston Street.

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## ARTICLE 33

To see if the Town will vote to amend the Town Code: Chapter 18.04 Conservation Commission Wetland Protection by deleting it in its entirety and replacing as follows; or take any other action relative thereto:

### Chapter 18.04

#### CONSERVATION COMMISSION WETLANDS PROTECTION

##### Sections:

- 18.04.010 Purpose.
- 18.04.020 Definitions.
- 18.04.030 Jurisdiction.
- 18.04.040 Exemptions.
- 18.04.050 Buffer Zone Limitations.
- 18.04.060 Waiver.
- 18.04.070 Applications and Fees.
- 18.04.080 Notice and Hearings.
- 18.04.090 Permits and Conditions.
- 18.04.100 Coordination with Other Boards.
- 18.04.110 Modifications.
- 18.04.120 Registry of Deeds.
- 18.04.130 Certification of Compliance.
- 18.04.140 Regulations.
- 18.04.150 Enforcement.
- 18.04.160 Burden of proof.
- 18.04.170 Relation to the Wetland Protection Act.
- 18.04.180 Performance Guarantee.
- 18.04.190 Appeal.
- 18.04.200 Amendments.
- 18.04.210 Penalties.
- 18.04.220 Severability.

##### **18.04.010: Purpose**

The purpose of the Tewksbury Wetland Protection Bylaw (“Bylaw”) is to protect the wetlands, water resources, flood prone areas, and adjoining upland areas in the Town of Tewksbury (“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.

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 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 Act and 310 CMR 10.00.

**Abutter:** means the owner of any property – including owners of land directly opposite on any public or private street or way, in addition to properties in another municipality or across a body of water – any portions of which lies within 100 feet radially from the Project Locus.

**Alter:** includes, without limitation, the following activities, whether temporary or permanent, when taken to, upon or within, or when they affect 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 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 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;
- (13) Any activities, changes or 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.

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

**Commission:** means the Tewksbury Conservation Commission.

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

**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 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.

**Resource Areas:** 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 and Waterways, Riverfront Area, and Bordering/Isolated Land Subject to Flooding. 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.

**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 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, lawn furniture, children's toys such as sandboxes and swing-sets, rip-rapped areas, driveways, parking areas, 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.

**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 Pools". In addition to the scientific definitions found in the 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.

**18.04.030: Jurisdiction**

No person shall alter, dredge, fill, degrade, discharge into, and/or remove the following local Resource Areas within the Town except as permitted by the Commission:

- (1) 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) Vernal Pools, in addition to lands within 200-feet of this Resource Area;
- (3) Riverfront Area;
- (4) Land Under Waterbodies and Waterways; and
- (5) Bordering and Isolated Land Subject to Flooding;

**18.04.040: Exemptions**

- (1) 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
  - b. Mosquito control projects when performed by the Commonwealth or political subdivision thereof.
- (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.
- (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.
- (4) 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;
  - 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, the Commission may require the filing of an application for a 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) 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
  - 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.

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.

**18.04.050: Buffer Zone Limitations**

- (1) The following limitations apply to the Buffer Zone identified in this Bylaw:
- a. No Disturb Zone: Unless otherwise provided under the Bylaw herein, no alteration of Buffer Zone is permitted within 25-feet of the delineated edge of 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 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.

**18.04.060: 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: Applications and Fees**

- (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 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.

**18.04.080: Notice and Hearings**

- (1) Any person filing a NOI or ANRAD with the Conservation Commission at the same time shall give written notice thereof, by 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 within 100-foot radially of the Project Locus. The notice shall state a brief description of the project or other proposal and the date of any Commission hearing or meeting date if known. 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 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 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) 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 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.

**18.04.090: Permits and Conditions**

- (1) 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) 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) 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) 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) 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) 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, NOI, 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.

**18.04.100: Coordination with Other Boards**

- (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.

**18.04.110: 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. An application to amend an existing permit follows the same procedures as was necessary for the original permit application.

**18.04.120: Registry of Deeds**

- (1) No work proposed in any NOI or ANRAD shall be undertaken until the 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 for the district wherein the land lies, and until the holder of the permit certifies in writing to the Commission that the document has been recorded and furnishes the recording data pertaining thereto. 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.

**18.04.130: Certificate of Compliance**

- (1) Upon completion of a Project managed under a OOC issued by the Commission, the applicant shall immediately request in writing a 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, 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) 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.

**18.04.140: Regulations**

- (1) 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. 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.

**18.04.150: Enforcement**

- (1) 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, 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) 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) Upon written request of the Commission, the Select Board, 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 may generate these actions which shall remain in effect until the next regularly scheduled meeting of the Commission. 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. 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, wetland values protected by this Bylaw, or public safety. The costs associated with this work shall be borne by the property owner or applicant.
- (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.

**18.04.160: 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 and Resource Area Values protected by this Bylaw. Failure to provide sufficient evidence to the Commission supporting this burden shall be good cause for the Commission to deny a permit, 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.

**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 Act and 310 CMR 10.00 thereunder.

**18.04.180: Performance Guarantee**

- (1) 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) 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) 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.

**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.

**18.04.200: Amendments**

- (1) The rules and regulations of the Commission (as described in Section 18.04.140 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).

**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. 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: Severability**

- (1) 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: The Finance Committee motioned to Adopt  
Conservation Commission Chair, Dan Ronan gave a brief explanation of the Article

Vote: Article 33 was Adopted 9:20 PM 5/6/24

**Executive Summary:** The proposed changes remove internal inconsistencies as well as inconsistencies with the Wetland Protection Act. The result should be a more streamlined process for residents.

**ARTICLE 34**

To see if the Town will vote to amend the Town’s General Bylaws by adding a new Chapter 12.08 Sidewalks and section 12.08.010 Sidewalk Snow Removal that reads as follows:

Except for sidewalks cleared by the Town, it is the property owner’s responsibility to remove all the snow from a sidewalk which abuts their property within twenty-four (24) hours from the end of the storm after the street is cleared by the Town.

- A. The property owner shall keep the sidewalk clear and passable until all of the snow disappears. The cleared sidewalk must comply with the Americans with Disabilities Act, including the removal of snow and ice from any adjoining wheelchair ramps or curb cuts.
- B. Any property owner, who fails to remove the snow from a sidewalk abutting their property, shall pay a sum of Ten Dollars \$10.00 for each offense. Each day shall constitute a separate offense.
- C. The Department of Public Works shall maintain and update annually a map and list of streets to be cleared by the Town, made available on the Town’s website.

Kyle Parker and others

Motion: The Finance Committee recommended Defeat  
Kyle Parker motioned to Amend the Article  
Kyle Parker motioned to Adopt as Amended

Vote:	The Amendment was Adopted	9:26 PM 5/6/24
	Article 34 Failed	9:47 PM 5/6/24

**AMENDMENT:** Add item D that reads as follows: The Select Board may promulgate regulations to implement this bylaw. Waivers shall be available for disabled, seniors and others with special needs or circumstances as promulgated by the Select Board.

**Executive Summary:** The purpose of this article is to ensure timely removal of snow from sidewalks by property owners, excluding those sidewalks cleared by the Town. The primary objectives are to enhance safety for pedestrians and individuals with disabilities who rely on sidewalks in winter and to promote walkability throughout the Town.

**ARTICLE 35**

To see if the Town will vote to authorize the Select Board to accept an easement from East Street Tewksbury, LLC. The Easement is shown on a plan entitled Easement Plan prepared for East Street Tewksbury LLC, Project 1023 East Street, Tewksbury, MA 01876. Prepared by Richard Cuoco dated 11/15/23 or take any action relative thereto. The Plan can be viewed at the Town Clerk’s office, Town Hall, 1009 Main Street, Tewksbury, MA 01876.

Mark P. Rocha and others

Motion: The Finance Committee recommended Adoption  
David Plunkett motioned for Adoption

Vote:	Article 35 was Adopted Unanimously	9:50 PM 5/6/24
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**Executive Summary:** The purpose of this article is to allow the Select Board to accept a new sidewalk easement at 1023 East Street.

**ARTICLE 36**

To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$156,903 of which a sum of \$143,222 will be raised from the tax levy, a sum of \$881 raised from sewer rates, a sum of 6,657 raised from water rates and a sum of \$6,143 raised from Cable TV Enterprise Fund revenue, in order to approve a 2.5 % salary increase effective July 1, 2024 for all positions listed the Town’s Personnel Bylaw wage and compensation schedule and to approve up to a 2.5% salary increase effective July 1, 2025 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule and approve up to 2.5% for a salary increase effective July 1, 2026 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule; and further to add and upgrade the following positions within the Personnel Bylaw wage and compensation schedule or take any other action relative thereto.

Addendum A PROPOSED TEWKSBURY FY25 PAY PLAN										
GRADE	1	2	3	4	5	6	7	8	9	10
<b>From Grade 6</b>	61,462.89	63,008.48	64,579.83	66,202.69	67,851.32	69,551.47	71,303.14	73,080.56	74,909.51	76,789.97
Veterans Agent										
<b>To Grade 8</b>	73,029.04	74,857.99	76,738.45	78,644.68	80,602.42	82,611.69	84,672.47	86,784.78	88,948.60	91,163.94
Veterans Agent										
<b>From Grade 6</b>	61,462.89	63,008.48	64,579.83	66,202.69	67,851.32	69,551.47	71,303.14	73,080.56	74,909.51	76,789.97
Operations Manager										
<b>to Grade 7</b>	67,001.25	68,675.64	70,401.54	72,153.21	73,956.39	75,811.10	77,717.33	79,649.31	81,632.82	83,667.84
Operations Manager										
<b>From Grade 7</b>	67,001.25	68,675.64	70,401.54	72,153.21	73,956.39	75,811.10	77,717.33	79,649.31	81,632.82	83,667.84
Assistant Town Clerk										
<b>To Grade 8</b>	73,029.04	74,857.99	76,738.45	78,644.68	80,602.42	82,611.69	84,672.47	86,784.78	88,948.60	91,163.94
Assistant Town Clerk										
<b>From Grade 10</b>	86,759.02	88,922.84	91,138.18	93,405.05	95,749.19	98,144.85	100,592.03	103,116.49	105,692.47	108,345.73
Assistant DPW Director										
<b>To Grade 12</b>	103,064.97	105,640.95	108,294.21	110,998.99	113,781.05	116,614.63	119,525.49	122,513.62	125,579.04	128,721.74
Assistant DPW Director										
<b>From Grade 11</b>	94,564.24	96,934.14	99,355.56	101,828.50	104,378.72	106,980.46	109,659.48	112,390.02	115,197.84	118,082.94
Technology Operations Manager										
<b>To Grade 12</b>	103,064.97	105,640.95	108,294.21	110,998.99	113,781.05	116,614.63	119,525.49	122,513.62	125,579.04	128,721.74
Technology Operations Manager										
<b>GROUP D Hourly</b>										
Intern							22.00			
Seasonal Laborer							18.00			

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to the Article  
The Finance Committee motioned to Adopt Article 36 as Amended

Vote: The Amendment was Adopted Unanimously 9:53 PM 5/6/24  
Article 36 was Adopted as Amended by Secret Ballot (92 Yes/13 No) 10:07 PM 5/6/24

**AMENDMENT:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of ~~\$156,903~~ **\$157,666** of which a sum of ~~\$143,222~~ **\$145,900** will be raised from the tax levy, ~~a sum of \$881 raised from sewer rates,~~ a sum of ~~\$6,657~~ **\$5,247** raised from water rates and a sum of ~~\$6,143~~ **\$6,519** raised from Cable TV Enterprise Fund revenue, in order to approve a 2.5 % salary increase **and a \$300 increase to longevity steps** effective July 1, 2024 for all positions listed the Town’s Personnel Bylaw wage and compensation schedule and to approve up to a 2.5% salary increase **and a \$200 increase to longevity steps** effective July 1, 2025 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule and approve up to 2.5% for a salary increase **and a \$200 increase to longevity steps** effective July 1, 2026 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule; and further to add and upgrade the following positions within the Personnel Bylaw wage and compensation schedule or take any other action relative thereto.

**ARTICLE AS AMENDED:** To see if the Town will vote to raise and appropriate or transfer from available funds a sum of \$157,666 of which a sum of \$145,900 will be raised from the tax levy, a sum of \$5,247 raised from water rates and a sum of \$6,519 raised from Cable TV Enterprise Fund revenue, in order to approve a 2.5 % salary increase and a \$300 increase to longevity steps effective July 1, 2024 for all positions listed the Town’s Personnel Bylaw wage and compensation schedule and to approve up to a 2.5% salary increase and a \$200 increase to longevity steps effective July 1, 2025 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule and approve up to 2.5% for a salary increase and a \$200 increase to longevity steps effective July 1, 2026 for all positions listed within Town’s Personnel Bylaw wage and compensation schedule; and further to add and upgrade the following positions within the Personnel Bylaw wage and compensation schedule or take any other action relative thereto.

Addendum A PROPOSED TEWKSBURY FY25 PAY PLAN										
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Veterans Agent										
To Grade 8	73,029.04	74,857.99	76,738.45	78,644.68	80,602.42	82,611.69	84,672.47	86,784.78	88,948.60	91,163.94
Veterans Agent										
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Operations Manager										
to Grade 7	67,001.25	68,675.64	70,401.54	72,153.21	73,956.39	75,811.10	77,717.33	79,649.31	81,632.82	83,667.84
Operations Manager										
From Grade 7	67,001.25	68,675.64	70,401.54	72,153.21	73,956.39	75,811.10	77,717.33	79,649.31	81,632.82	83,667.84
Assistant Town Clerk										
To Grade 8	73,029.04	74,857.99	76,738.45	78,644.68	80,602.42	82,611.69	84,672.47	86,784.78	88,948.60	91,163.94
Assistant Town Clerk										
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Assistant DPW Director										
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Assistant DPW Director										
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Technology Operations Manager										
To Grade 12	103,064.97	105,640.95	108,294.21	110,998.99	113,781.05	116,614.63	119,525.49	122,513.62	125,579.04	128,721.74
Technology Operations Manager										
Addendum B										
GRADE	1	2	3	4	5	6	7	8	9	10
1	37,432.21	38,374.38	39,340.38	40,330.19	41,344.48	42,383.25	43,445.84	44,532.26	45,643.15	46,778.52
Transportation Coordinator										
GROUP D Hourly										
Intern							22.00			
Seasonal Laborer							18.00			
Van Driver							18.00			

**Executive Summary:** This article funds non-union salaries and adjusts the Town's Personnel Bylaw wage and compensation schedule.

**ARTICLE 3**

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

- Article 3-37 Accept the Annual Report
- Article 3-38 Lease/Purchase Agreements
- Article 3-39 Authorize Chapter 90 Funds - HELD
- Article 3-40 Reauthorize Revolving Funds

**ARTICLE 3-39**

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 3-39 was Held for Debate  
The Finance Committee motioned to Adopt

Vote: Article 3-39 was Adopted Unanimously 10:11 PM 5/6/24

**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 41      Zoning Bylaw amendment

Article 42      Zoning Bylaw amendment

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**ARTICLE 41**

To see if the Town will vote to amend the Tewksbury Zoning Bylaw in the following instances:

- 1) Under Section 4.1.2, insert Section 4.1.2.D. MBTA Communities Multifamily Overlay District
- 2) Insert new Section 5.8 MBTA Communities Multifamily Overlay District as follows:

5.8            **MBTA COMMUNITIES MULTIFAMILY OVERLAY DISTRICT**

**5.8.1 Purpose**

The purpose of the MBTA Communities Multifamily Overlay District is to provide for the controlled development and utilization of those portions of land located within the Town which have been designated for high-density multifamily housing by right.

**5.8.2 Scope of Authority**

- A. The MBTA Communities Multifamily Overlay District is an overlay district that may be superimposed on portions of the Mixed-Use Business District. All uses permitted or allowed by special permit in the underlying districts shall be allowed in the MBTA Communities Multifamily Overlay District.
- B. The following uses shall also be allowed in the MBTA Communities Multifamily Overlay District as of right:
  1. Two-family dwelling
  2. Townhouse
  3. Multifamily dwelling up to seven units
  4. Multifamily dwelling of eight or more units
  5. Multifamily development

**5.8.3 Relationship to Existing Zoning**

The underlying zoning shall remain an integral part of the Zoning Bylaw and is not modified, repealed, nor amended by this section. The property owners within this overlay district shall possess all existing zoning rights including by-right uses for the underlying district and be subject to the requirements applicable in the underlying district when utilizing the uses allowed in the underlying district. If an owner desires to use a property within this district for development as defined herein, the regulations of this overlay district shall apply. Where this overlay district is silent on a zoning provision, the underlying district shall apply unless otherwise provided.

**5.8.4 Site Plan Review**

All development under the MBTA Communities Multifamily Overlay District provision shall be subject to Site Plan Review under Section 3.6, except Section 3.6.4.A.5.b. For the by-right uses listed in Section 5.8.2.B, final action on site plans for the allowed uses shall be limited to approval or approval with the imposition of reasonable conditions.

**5.8.5 Location**

The boundaries of the MBTA Communities Multifamily Overlay District shall be shown on the Zoning Map under Section 4.2.

**5.8.6 Dimensional Regulations**

The dimensional and density requirements in this section apply to principal and accessory uses and structures in the MBTA Communities Multifamily Overlay District. Where Section 5.3 conflicts with the provisions of this section, is

more restrictive, or cites additional controls, the requirements in the MBTA Communities Multifamily Overlay District provision shall prevail as the applicable dimensional requirements.

A. All dimensional regulations in the MBTA Communities Multifamily Overlay District shall be as follows:

<b>Minimum Lot Area</b>	20,000 sq. ft.
<b>Minimum Frontage</b>	50 ft.
<b>Maximum Front Yard Setbacks</b>	20 ft.
<b>Minimum Side Yard Setbacks</b>	Combined 10 ft.
<b>Minimum Rear Setbacks</b>	10 ft.
<b>Minimum Open Space</b>	20%
<b>Maximum Building Height <sup>A</sup></b>	4 stories and 48 ft.
<b>NOTES:</b> <sup>A</sup> Planning Board may approve a maximum height increase to 4 stories and 65 ft. with a front yard setback of at least 175 ft. by special permit.	

B. More than one principal structure may be erected on a lot as of right within the MBTA Communities Multifamily Overlay District, subject to Site Plan Review as set forth herein. In a development with more than one building in the MBTA Communities Multifamily Overlay District, the maximum front setback shall not apply to any building located behind another building as long as the forward most buildings on the lot comply with the maximum front setback.

**5.8.7 Floodplain District**

Any proposed development within the MBTA Communities Multifamily Overlay District is exempt from the requirements detailed in Section 5.5 of this bylaw.

**5.8.8 Groundwater Protection District**

Any proposed development within the MBTA Communities Multifamily Overlay District is exempt from the requirements detailed in Section 5.6 of this bylaw.

**5.8.9 Site Development Standards**

The site development standards in this section apply to principal and accessory uses in the MBTA Communities Multifamily Overlay District. Where Section 6.1 conflicts within the provisions of this section, is more restrictive, or cites special permit requirements imperative to the as of right uses set forth herein, the requirements in the MBTA Communities Multifamily Overlay District provision shall control.

A. MBTA Communities Multifamily Overlay District Development Requirements

1. The minimum number of off-street parking spaces for any residential use shall be 1.5 parking spaces per dwelling unit.
2. Standards for Residential Parking Facilities as set forth in Section 6.1.9 shall apply to residential developments in the MBTA Communities Multifamily Overlay District. For mixed-use developments, standards set forth in Sections 6.1.10 and 6.1.11 shall apply to the extent that special permits are not required to exercise the by-right uses referenced herein.
3. Minimum landscaping buffers which exceed minimum setbacks detailed in the dimensional regulations of this section shall not apply to development within the MBTA Communities Multifamily Overlay District.

**5.8.10 Signs**

All proposed signs within the MBTA Communities Multifamily Overlay District shall be subject to the standards set forth in Section 6.2.

**5.8.11 Other Development Regulations**

A. The provisions of Section 8.2 shall not apply to development within the MBTA Communities Multifamily Overlay District. The following multifamily development standards shall apply within the MBTA Communities Multifamily Overlay District:

1. Maximum developable density shall be 18.8 units per acre in the MBTA Communities Multifamily Overlay District. There are no restrictions on the number of bedrooms or bedroom types within the development to encourage a mix of housing and bedroom types.
2. No more than 5% of the total site area within the wetlands shall be used in calculating maximum developable density for the site. If more than 5% of the site is in the wetlands, the portion that exceeds 5% shall be deleted from the area used to calculate maximum developable density.

B. The requirements set forth in Section 8.3 shall apply to development within the MBTA Communities Multifamily Overlay District. Where Section 8.3 conflicts with the provisions of this section, the requirements in the MBTA Communities Multifamily Overlay District provision shall prevail.

C. The following requirements shall apply to the development of affordable housing within the MBTA Communities Multifamily Overlay District:

1. Any application for construction of 10 or more dwelling units on one or more contiguous parcels in the MBTA Communities Multifamily Overlay District shall be subject to the provisions of Section 8.3.
2. Ten percent of the dwelling units in any multifamily development within the MBTA Communities Multifamily Overlay District is subject to Section 8.3. Fractions equal to or greater than 0.5 shall be rounded up to the nearest whole number.
3. The affordable dwelling units in the MBTA Communities Multifamily Overlay District shall not be lower than 80% Area Median Income (AMI). If an applicant chooses to provide affordable dwelling units at lower than 80% AMI and increases the overall percentage of affordable dwelling units to 15%, the development may reduce the minimum required open space to 10%.

D. Multifamily developments in the MBTA Communities Multifamily Overlay District shall comply with design guidelines, if any, adopted by the Planning Board and kept on file with the Town Clerk and Community Development Department.

And by taking any action relative thereto.

Planning Board

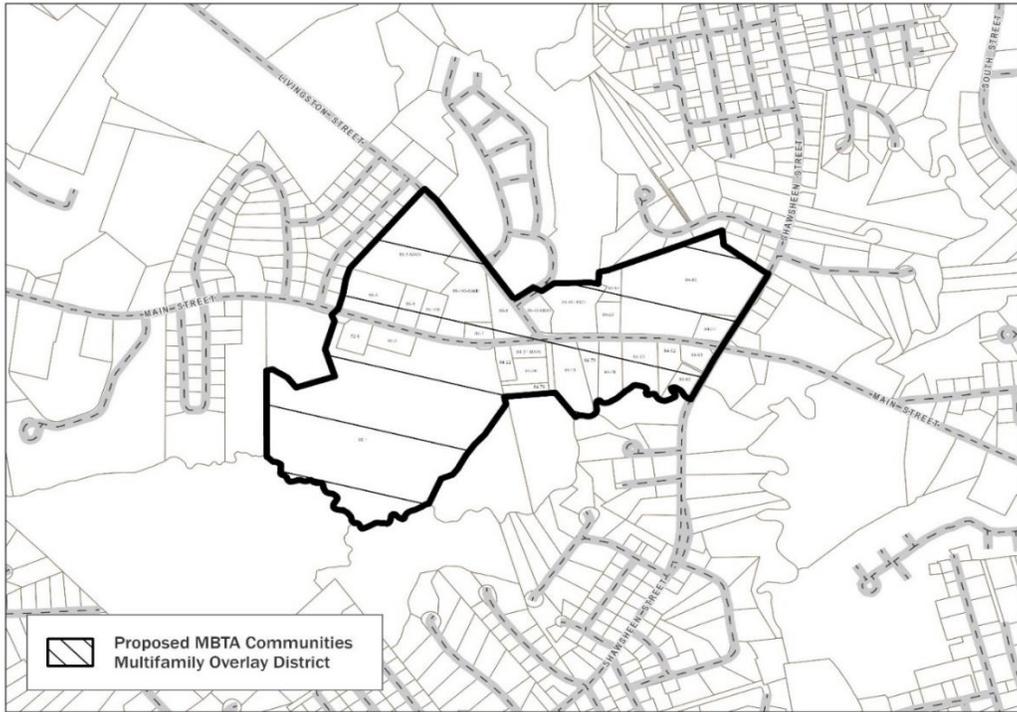
Motion: The Finance Committee recommended Adoption and deferred to the Planning Board  
 The Planning Board unanimously recommended Adoption without Amendment  
 Planning Board Chair, Stephen Johnson gave a brief explanation of the Article  
 Select Board members Mark Kratman and Eric Ryder spoke in opposition of the Article  
 Select Board member James Mackey spoke in favor of the Article  
 Richard Cuoco motioned to Move the Question

Vote:	The Moderator accepted the motion to Move the Question	8:36 PM 5/8/24
	Article 41 Failed (142 Yes/565 No)	8:48 PM 5/8/24

**Executive Summary:** This Article will amend the Zoning Bylaw to bring the Town of Tewksbury into compliance with M.G.L. Ch. 40A, Section 3A, known as MBTA Communities. This law requires certain cities and towns to adopt a district in which multifamily uses are allowed by right. This bylaw amendment complies with the provisions of the law while exercising the Town’s ability to evaluate projects under Site Plan Review by the Planning Board.

**ARTICLE 42**

To see if the Town will vote to amend the existing Zoning Map dated October 2023 by adding the following crosshatched area under the new label “MBTA Communities Multifamily Overlay District” on file with the Town Clerk’s Office as depicted below:



Planning Board

Motion: Planning Board Chair, Stephen Johnson motioned to Withdraw

Vote: Article 42 was Withdrawn

8:49 PM 5/8/24

Executive Summary: This article is the companion to the zoning amendments proposed for compliance with M.G.L. Ch. 40A, Section 3A. The map shown above aligns the area identified for the proposed overlay district to its physical location in Town. Large scale versions of the map are online and available for viewing at the Town Clerk's Office, Community Development Office, Library, and Senior Center.

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Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2024 Annual Town Meeting Sine Die, and this motion was Adopted.

8:50 PM 5/8/24

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

# **SPECIAL TOWN MEETING**

**May 8, 2024**



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876



## OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

Phone: 978-640-4355  
Fax: 978-851-8610  
[dgraffeo@tewbury-ma.gov](mailto:dgraffeo@tewbury-ma.gov)

Tewksbury Memorial High School  
320 Pleasant Street  
Special Town Meeting  
May 8, 2024

Moderator Dustin Weir called to order the May 8, 2024 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 8, 2024, there were 342 voters and 17 visitors in attendance.

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 yellow ribbons. Display those ribbons prominently so the counters and I can see them. Visitors wearing blue ribbons, and other guests who are not registered voters in Tewksbury, must sit in the visitors' section in the last section of 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 five 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 5/8/24

*Non-voters are not allowed to address the meeting without prior consent. Typically, we hear from non-voters who are employees, volunteers, or advisors to the Town.*

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 Superintendent 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.

7:05 PM 5/8/24

*If there are any other non-voters with us tonight, they may only speak upon further motion and consent of the Meeting.*

Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the May 8, 2024 Special Town Meeting Sine Die, and this motion was Adopted.

7:14 PM 5/8/24

**APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 8, 2024**

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 8, 2024.

ARTICLE		FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS
1	FY24 BUDGET TRANSFERS		783,387.00
2	ONE TIME CAPITAL EXPENDITURES	137,017.79	
3	DPW SNOW & ICE OPERATIONS	447,551.00	
4	LATE BILLS	15,431.21	
	TOTAL	600,000.00	783,387.00

<b><u>Free Cash</u></b>	<b><u>\$600,000.00</u></b>	
<b><u>Transfers</u></b>		<b><u>\$783,387.00</u></b>

ATTEST:

DENISE GRAFFEO  
TOWN CLERK

**ARTICLE 1**

To see if the Town will vote to transfer funds into the following FY2024 Departmental Budgets; or take any action related thereto:

<b>Department</b>	<b>Account</b>		<b>Budget</b>
	<b>Org</b>	<b>Object</b>	<b>Shortfall</b>
Police Overtime	1042101	5130	375,000
Fire Overtime	1042201	5130	200,000
Fire Apparatus Repair and Maintenance	1042202	5240	10,000
School Medicare	1053002	5740	55,000
DPW Highway Regular Salaries	10640031	5111	35,000
Essex Agricultural Tuition	10858402	5652	23,387
Town Medicare	1109152	5740	75,000
Facilities and Grounds Repairs and Maintenance	1096302	5240	10,000
		<b>Total</b>	<b>783,387</b>

Said sum to be transferred from the following available funds:

<b>Department</b>	<b>Account</b>		<b>Budget</b>
	<b>Org</b>	<b>Object</b>	<b>Surplus</b>
Police Regular Salary	1042101	5111	56,000
Town Counsel Professional Services	1011512	5310	35,000
Principal Maturing Debt	1127102	5910	70,000
Town Interest Maturing Debt	1127512	5915	359,000
Liability Insurance	1109452	5760	61,125
Town Group Health	1109142	5711	100,000
School Group Health	1053002	5711	92,262
Library Regular Salaries	1096101	5111	10,000
		<b>Total</b>	<b>783,387</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 1 was Adopted Unanimously

7:07 PM 5/8/24

**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.

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**ARTICLE 2**

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$137,017.79 to be expended by the Town Manager to fund the following: or take any other action relative thereto.

Town Hall Repairs and Maintenance	95,000.00
Police Replacement Vehicles	32,014.00
Bulletproof Vests and Other Expenses	<u>10,003.79</u>
<b>Total</b>	<b>137,017.79</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$137,017.79 from General Fund Free Cash for the purpose of the Article

Vote: Article 2 was Adopted Unanimously 7:08 PM 5/8/24

**Executive Summary:** This article transfers funds from certified General Fund Free Cash for specific one-time capital expenditures.

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**ARTICLE 3**

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$447,572.36 into the FY2024 DPW Snow & Ice Budget as follows; or take any action relative thereto.

Department	Account	Amount
DPW Snow & Ice-Salaries	1064231-5130	75,000.00
DPW Snow & Ice-Operating	Various Accounts	372,551.00
DPW Snow & Ice-Capital Outlay	1064233-5890	<u>-</u>
<b>Total Transfers In</b>		<b>447,551.00</b>

Said sum to be transferred from the following available funds:

Department	Account	Amount
July 1, 2023 Certified Free Cash (Surplus Revenue)	1-3590	<u>447,551.00</u>
<b>Total Transfers Out</b>		<b>447,551.00</b>

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to the Article  
The Finance Committee motioned to Adopt Article 3 as Amended; transfer \$447,551 from General Fund Free Cash for the purpose of the Article

Vote: The Amendment was Adopted Unanimously 7:09 PM 5/8/24  
Article 3 was Adopted as Amended Unanimously 7:10 PM 5/8/24

**AMENDMENT:** To see if the Town will vote to transfer from certified General Fund Free Cash a sum of ~~\$447,572.36~~ **\$447,551** into the FY2024 DPW Snow & Ice Budget as follows; or take any action relative thereto.

**ARTICLE AS AMENDED:** To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$447,551 into the FY2024 DPW Snow & Ice Budget as follows; or take any action relative thereto.

Department	Account	Amount
DPW Snow & Ice-Salaries	1064231-5130	75,000.00
DPW Snow & Ice-Operating	Various Accounts	372,551.00
DPW Snow & Ice-Capital Outlay	1064233-5890	<u>-</u>
<b>Total Transfers In</b>		<b>447,551.00</b>

Said sum to be transferred from the following available funds:

Department	Account	Amount
July 1, 2023 Certified Free Cash (Surplus Revenue)	1-3590	<u>447,551.00</u>
<b>Total Transfers Out</b>		<b>447,551.00</b>

**Executive Summary:** This article utilizes Free Cash certified as of July 1, 2023, 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 4

To see if the Town will vote to transfer from certified General Fund Free Cash a sum \$15,431.21 the following outstanding bills from the previous year; or take any action relative thereto.

Dept	Vendor	Amount
Police	MHG	6,300.00
Police	City of Boston K9 Training	1,000.00
TM	MJ Furniture	1,335.00
DPW	MJ Furniture	1,375.00
DPW	Whiteaker Controls	455.00
DPW	Whiteaker Controls	400.00
DPW	Whiteaker Controls	1,990.00
DPW	Whiteaker Controls	400.00
DPW	Projectdog Inc	38.64
DPW	Cintas	162.69
DPW	Badger Meter	591.85
DPW	Badger Meter	119.26
DPW	Badger Meter	83.66
DPW	Badger Meter	70.31
DPW	Badger Meter	528.13
DPW	H.R Prescott	<u>581.67</u>
	<b>Total</b>	<b>15,431.21</b>

Town Manager

Motion: The Finance Committee motioned to Adopt; transfer \$15,431.21 from General Fund Free Cash for the purpose of the Article

Scrivener's Error: The Town Manager noted the following Scrivener's Error on page 2 of the Warrant and there were no objections.

To see if the Town will vote to **transfer** from certified General Fund Free Cash a sum \$15,431.21 the following outstanding bills from the previous year; or take any action relative thereto.

Vote: Article 4 was Adopted Unanimously (9/10 Required) 7:12 PM 5/8/24

**Executive Summary:** According to Massachusetts General Laws Chapter 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.

**ARTICLE 5**

To see if the Town will vote to close the Opioid Settlement Stabilization Fund or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 5 was Adopted Unanimously

7:13 PM 5/8/24

**Executive Summary:** This article will close the Opioid Settlement Stabilization Fund since the MA Department of Revenue has changed the accounting of these funds requiring Town's to use a Special Revenue Fund and not a Stabilization Fund.

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Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the May 8, 2024 Special Town Meeting Sine Die, and this motion was Adopted.

7:14 PM 5/8/24

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

# STATE PRIMARY

**September 3, 2024**

Precinct	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	2990	3255	3276	2961	2783	493	3048	3339	3135	25280
Voters	458	481	463	576	433	78	445	571	433	3938
Percentage	15%	15%	14%	19%	16%	16%	15%	17%	14%	16%

### SENATOR IN CONGRESS (DEM)

ELIZABETH ANN WARREN	262	278	252	323	243	48	209	313	231	2159
<i>Total number of write-ins</i>	3	5	8	6	4	1	7	6	8	48
Times Blank Voted	27	18	33	27	13	6	18	34	29	205
Total Ballots	292	301	293	356	260	55	234	353	268	2412

### REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (DEM)

SETH MOULTON	273	274	256	335	240	50	213	321	243	2205
<i>Total number of write-ins</i>	0	1	6	5	2	1	5	5	4	29
Times Blank Voted	19	26	31	16	18	4	16	27	21	178
Total Ballots	292	301	293	356	260	55	234	353	268	2412

### COUNCILLOR FIFTH DISTRICT (DEM)

EUNICE DELICE ZEIGLER	251	261	234	305	228	50	206	304	228	2067
<i>Total number of write-ins</i>	1	0	5	2	0	1	0	1	2	12
Times Blank Voted	40	40	54	49	32	4	28	48	38	333
Total Ballots	292	301	293	356	260	55	234	353	268	2412

### SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT (DEM)

BARRY R. FINEGOLD	265	276	256	333	242	49	214	321	241	2197
<i>Total number of write-ins</i>	2	1	3	3	1	0	0	3	4	17
Times Blank Voted	25	24	34	20	17	6	20	29	23	198
Total Ballots	292	301	293	356	260	55	234	353	268	2412

### REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (DEM)

VANNA HOWARD	259									259
<i>Total number of write-ins</i>	0									0
Times Blank Voted	33									33
Total Ballots	292									292

### REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT (DEM)

TRAM T. NGUYEN			248			50		320		618
<i>Total number of write-ins</i>			4			0		2		6
Times Blank Voted			41			5		31		77
Total Ballots			293			55		353		701

### REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT (DEM)

DAVID ALLEN ROBERTSON		277		323	237		211		237	1285
<i>Total number of write-ins</i>		1		1	0		1		3	6
Times Blank Voted		23		32	23		22		28	128
Total Ballots		301		356	260		234		268	1419

**CLERK OF COURTS MIDDLESEX COUNTY (DEM)**

MICHAEL A. SULLIVAN	257	271	244	315	233	50	214	306	234	2124
<i>Total number of write-ins</i>	1	0	3	1	0	0	0	1	1	7
Times Blank Voted	34	30	46	40	27	5	20	46	33	281
Total Ballots	292	301	293	356	260	55	234	353	268	2412

**REGISTER OF DEEDS MIDDLESEX NORTHERN DISTRICT (DEM)**

KAREN M. CASSELLA	121	119	152	157	115	17	110	181	130	1102
SOKHARY CHAN CHAU	83	72	78	76	76	17	48	84	53	587
JOSEPH D. READY	73	94	51	98	67	20	70	71	68	612
<i>Total number of write-ins</i>	0	0	0	1	0	0	0	0	0	1
Times Blank Voted	15	16	12	24	2	1	6	17	17	110
Total Ballots	292	301	293	356	260	55	234	353	268	2412

**SENATOR IN CONGRESS (REP)**

ROBERT J. ANTONELLIS	44	76	71	90	62	9	78	85	57	572
IAN CAIN	10	8	7	19	6	1	14	13	11	89
JOHN DEATON	107	92	88	105	99	13	108	112	92	816
<i>Total number of write-ins</i>	0	0	0	1	1	0	0	1	1	4
Times Blank Voted	4	2	2	1	1	0	6	3	1	20
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (REP)**

<i>Total number of write-ins</i>	22	34	21	29	22	2	31	30	26	217
Times Blank Voted	143	144	147	187	147	21	175	184	136	1284
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**COUNCILLOR FIFTH DISTRICT (REP)**

ANNE M. MANNING-MARTIN	119	137	130	168	141	20	157	155	129	1156
<i>Total number of write-ins</i>	1	3	1	2	0	0	2	1	0	10
Times Blank Voted	45	38	37	46	28	3	47	58	33	335
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT (REP)**

<i>Total number of write-ins</i>	20	31	20	27	27	2	25	30	28	210
Times Blank Voted	145	147	148	189	142	21	181	184	134	1291
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (REP)**

<i>Total number of write-ins</i>	21									21
Times Blank Voted	144									144
Total Ballots	165									165

**REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT (REP)**

<i>Total number of write-ins</i>			19			2		29		50
Times Blank Voted			149			21		185		355
Total Ballots			168			23		214		405

**REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT (REP)**

PAUL SARNOWSKI	141	169	138	161	126	735
<i>Total number of write-ins</i>	3	2	2	2	0	9
Times Blank Voted	34	45	29	43	36	187
Total Ballots	178	216	169	206	162	931

**CLERK OF COURTS MIDDLESEX COUNTY (REP)**

<i>Total number of write-ins</i>	20	21	14	18	21	2	23	26	25	170
Times Blank Voted	145	157	154	198	148	21	183	188	137	1331
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**REGISTER OF DEEDS MIDDLESEX NORTHERN DISTRICT (REP)**

<i>Total number of write-ins</i>	23	29	20	24	27	2	28	34	29	216
Times Blank Voted	142	149	148	192	142	21	178	180	133	1285
Total Ballots	165	178	168	216	169	23	206	214	162	1501

**SENATOR IN CONGRESS (LIB)**

<i>Total number of write-ins</i>	1	1	1	2	2	0	4	2	2	15
Times Blank Voted	0	1	1	2	2	0	1	2	1	10
Total Ballots	1	2	2	4	4	0	5	4	3	25

**REPRESENTATIVE IN CONGRESS SIXTH DISTRICT (LIB)**

<i>Total number of write-ins</i>	1	1	1	2	1	0	3	2	2	13
Times Blank Voted	0	1	1	2	3	0	2	2	1	12
Total Ballots	1	2	2	4	4	0	5	4	3	25

**COUNCILLOR FIFTH DISTRICT (LIB)**

<i>Total number of write-ins</i>	1	2	1	2	1	0	3	1	2	13
Times Blank Voted	0	0	1	2	3	0	2	3	1	12
Total Ballots	1	2	2	4	4	0	5	4	3	25

**SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT (LIB)**

<i>Total number of write-ins</i>	1	1	1	3	1	0	3	2	2	14
Times Blank Voted	0	1	1	1	3	0	2	2	1	11
Total Ballots	1	2	2	4	4	0	5	4	3	25

**REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT (LIB)**

<i>Total number of write-ins</i>	1									1
Times Blank Voted	0									0
Total Ballots	1									1

**REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT (LIB)**

<i>Total number of write-ins</i>			1			0		2		3
Times Blank Voted			1			0		2		3
Total Ballots			2			0		4		6

**REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT (LIB)**

<i>Total number of write-ins</i>	1		3	1		4		1		10
Times Blank Voted	1		1	3		1		2		8
Total Ballots	2		4	4		5		3		18

**CLERK OF COURTS MIDDLESEX COUNTY (LIB)**

<i>Total number of write-ins</i>	1	1	0	3	1	0	4	1	1	12
Times Blank Voted	0	1	2	1	3	0	1	3	2	13
Total Ballots	1	2	2	4	4	0	5	4	3	25

**REGISTER OF DEEDS MIDDLESEX NORTHERN DISTRICT (LIB)**

<i>Total number of write-ins</i>	1	1	0	3	1	0	4	2	2	14
Times Blank Voted	0	1	2	1	3	0	1	2	1	11
Total Ballots	1	2	2	4	4	0	5	4	3	25

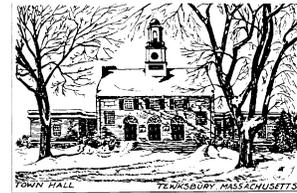
# **SPECIAL TOWN MEETING**

**October 1, 2024**



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876



## OFFICE OF TOWN CLERK

DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

Phone: 978-640-4355

Fax: 978-851-8610

[dgraffeo@tewbury-ma.gov](mailto:dgraffeo@tewbury-ma.gov)

Tewksbury Memorial High School  
320 Pleasant Street  
Special Town Meeting  
October 1, 2024

Town Moderator, Dustin Weir called to order the October 1, 2024 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 1, 2024, there were 94 voters and 19 visitors in attendance.

Chair of the Select Board, Patrick Holland made the following announcements:

- The Tewksbury 9/11 Committee will hold a bench dedication for Mr. Fred Simon at the 9/11 Memorial on Wednesday October 2, 2024 at 4:30 PM. All residents are invited to attend.
- The Tewksbury Police Department will hold their Coffee with a Cop event tomorrow from 7:00 AM to 10:00 AM at both Brelundi's and Perfecto's. We invite residents to attend.
- The Friends of the Elderly are having a charity breakfast at the Tewksbury Senior Center this Sunday from 8:30 AM until Noon. Adults are just \$10 and children under 5 are \$5. Funds raised will help the Friends of the Elderly with their holiday celebrations later in the year. Everyone is welcome to attend.
- The Tewksbury Congregational Church will hold a Blessing of the Animals on Sunday October 6<sup>th</sup> from 1:00 PM to 2:30 PM at the church. Residents are invited to bring their pets to the event.
- The Power of Flowers is having an Open House workshop on Tuesday October 8<sup>th</sup> from 11:30 AM to 1:00 PM
- The Town of Tewksbury will hold the first ever Fall-O-Ween Celebration at the Town Hall Center on Sunday October 20<sup>th</sup> from 1:00 PM to 4:00 PM. This is a free family event and we invite all residents to attend.
- The Tewksbury Lions Club will hold the 3<sup>rd</sup> Annual Princess Harvest Ball on Sunday, November 3<sup>rd</sup> at the Tewksbury/Wilmington Elks. Tickets are \$20 and anyone interested can email [princessharvestball@gmail.com](mailto:princessharvestball@gmail.com)

Mr. Holland thanked Town Manager Richard Montuori for his 14 years of outstanding service to the Town of Tewksbury, as this is his last Town Meeting as Town Manager. The Assembly acknowledged his work with a standing ovation.

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 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 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. Please remain attentive to your counter until they acknowledge you, then you may be seated.*

*Do we have anyone in the auditorium who is not a registered voter here in Tewksbury? 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, Richard Levasseur. Mr. Levasseur will make the first motion on every article unless the Finance Committee is deferring to another board.*

Finance Committee Chairman, Richard Levasseur, motioned to Waive the Reading of the Warrant Articles, and this motion was Adopted Unanimously. 7:09 PM 10/1/24

Finance Committee Chairman, Richard Levasseur 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. 7:10 PM 10/1/24

Finance Committee Chairman, Richard Levasseur, motioned to Adjourn the October 1, 2024 Special Town Meeting Sine Die, and this motion was Adopted. 7:37 PM 10/1/24

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**APPROPRIATION CERTIFICATE – SPECIAL TOWN MEETING – OCTOBER 1, 2024**

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 October 1, 2024.

ARTICLE	RAISE & APPROP	TRANSFER FROM FREE CASH	SEWER ENTER RETAINED	WATER ENTER RETAINED	CPA APPROP	BORROW
1	FY25 Department Budgets	733,084.00				
2	One Time Capital Expenditures		536,362.00			
3	FY 24 Outstanding Bills	25,203.69				
4	Police Patrolman’s Contract	166,237.00				
5	Firefighter’s Contract	221,014.00				
6	DPW Capital Equipment & Improvements		160,000.00			
7	DPW Capital Equipment & Improvements			160,000.00		
8	Stabilization Fund	797,035.00	5,996,154.00			
9	Ella Flemings Rehab				1,000,000.00	2,800,000.00
10	Rescind Unissued Debt					(18,219,149.00)
	<b>TOTALS</b>	1,942,573.69	6,532,516.00	160,000.00	160,000.00	1,000,000.00
						(15,419,149.00)

Raise & Appropriate **\$1,942,573.69**  
Transfer From Free Cash **\$6,532,516.00**  
Sewer Enterprise Retained **\$160,000.00**  
Water Enterprise Retained **\$160,000.00**  
CPA Appropriation **\$1,000,000.00**  
Borrow **(\$15,419,149.00)**

ATTEST: DENISE GRAFFEO  
TOWN CLERK

**ARTICLE 1**

To see if the Town will vote to raise and appropriate funds into the Following FY2025 Departmental Budgets; or take any action related thereto:

<b><u>Department and Line Item</u></b>	<b><u>Account Number</u></b>	<b><u>Amount</u></b>
Town Manager Salaries	1011231-5111	\$ 141,689
Town Manager Professional Service	1011232-5310	\$ 30,000
Computer Services Salaries	1011361 5150	\$ 3,600
Assessors Salaries	1011411-5111	\$ 8,300
Town Hall Leases and Contracts	1011922-5270	\$ 2,900
Community Development Salaries	1011751-5111	\$ 2,700
Police Overtime	1042101-5130	\$ 50,000
Police Leases and Contracts	1042102-5270	\$ 17,000
Fire Salaries	1042201-5111	\$ 40,000
Fire Overtime	1042201-5130	\$ 50,000
School Salaries	13059813-600100	\$ 176,895
School Operating	13609744-601192	\$ 210,000
	<b>Total</b>	<b>\$ 733,084</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 1 was Adopted Unanimously

7:11 PM

10/1/24

**Executive Summary:** This article raises and appropriates funds to FY2025 Budgets. Additional funds are available since state and local revenue will be higher than projected.

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**ARTICLE 2**

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$536,362 to be expended by the Town Manager to fund the following: or take any other action relative thereto.

Short-Term Interest Center Elementary School Project	\$ 223,355
School Internship Program	\$ 60,000
Ambulance Computers	\$ 12,000
Munis Training, Evaluation, and Module Implementation	\$ 29,676
Police Station Improvements	\$ 12,837
Repair to Seagraves Engine	\$ 10,000
Multi-purpose All Season Machine	\$ 70,000
Equipment Trailer	\$ 10,000
Asphalt Paver Trailer	\$ 10,000
Senior Center New Boiler	\$ 10,000
Facilities and Grounds Water Trailer	\$ 7,551
Facilities and Grounds Lawn Mower	\$ 80,943
<b>Total</b>	<b>\$ 536,362</b>

Town Manager

The Moderator noted a Scrivener’s Error on Page 2 of the Warrant and there were no objections. The word “Project” is spelled incorrectly on line 1 of the list.

Motion: The Finance Committee motioned to Adopt

Vote: Article 2 was Adopted Unanimously 7:11 PM 10/1/24

**Executive Summary:** This article transfers funds from certified General Fund Free Cash for specific one-time capital expenditures. This article only has the General Funds share of the cost items shared with the Water and Sewer Enterprise Funds. The total cost of the Ford Equipment Trailer is \$20,000 and the total cost of the Asphalt Paver Trailer is \$20,000. The balance for each is being shared with the Water and Sewer Enterprise Funds.

**ARTICLE 3**

To see if the Town will vote to raise and appropriate the sum of \$23,998.69 the following outstanding bills from the previous year; or take any action relative thereto.

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
<b>Treasurer/Collector</b>	Ricoh	\$ 1,378.93
Library	Playaway	\$ 56.99
IT	Sophos	\$ 14,486.79
Police	Landlaw	\$ 470.00
Police	Metro	\$ 583.00
Police	Aubuchon/Capital One	\$ 13.99
Police	Aubuchon/Capital One	\$ 7.99
DPW	Hammond	\$ 158.00
DPW	Alert Scientific	\$ 2,817.50
DPW	Torode	\$ 3,627.50
DPW	Net Lab	\$ 398.00
<b>Total</b>		<b>\$ 23,998.69</b>

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to Article 3  
The Finance Committee motioned to Adopt as Amended

Vote: The Amendment was Adopted 7:13 PM 10/1/24  
Article 3 was Adopted as Amended Unanimously (9/10 vote Required) 7:15 PM 10/1/24

**AMENDMENT:** To see if the Town will vote to raise and appropriate the sum of ~~\$23,998.69~~ **\$25,203.69** the following outstanding bills from the previous year; or take any action relative thereto.

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
Treasurer/Collector	Ricoh	\$ 1,378.93
Library	Playaway	\$ 56.99
IT	Sophos	\$ 14,486.79
Police	Landlaw	\$ 470.00
Police	Metro	\$ 583.00
Police	Aubuchon/Capital One	\$ 13.99
Police	Aubuchon/Capital One	\$ 7.99
DPW	Hammond	\$ 158.00
DPW	Alert Scientific	\$ 2,817.50
DPW	Torode	\$ 3,627.50
DPW	Net Lab	\$ 398.00
<b>RECC</b>	<b>New England Alarms</b>	<b>\$ 805.00</b>
<b>Police</b>	<b>Lasell University</b>	<b>\$ 400.00</b>
	<b>Total</b>	<b>\$ 25,203.69</b>

**ARTICLE 3 AS AMENDED:** To see if the Town will vote to raise and appropriate the sum of \$25,203.69 the following outstanding bills from the previous year; or take any action relative thereto.

<b>Department</b>	<b>Vendor</b>	<b>Amount</b>
Treasurer/Collector	Ricoh	\$ 1,378.93
Library	Playaway	\$ 56.99
IT	Sophos	\$ 14,486.79
Police	Landlaw	\$ 470.00
Police	Metro	\$ 583.00
Police	Aubuchon/Capital One	\$ 13.99
Police	Aubuchon/Capital One	\$ 7.99
DPW	Hammond	\$ 158.00
DPW	Alert Scientific	\$ 2,817.50
DPW	Torode	\$ 3,627.50
DPW	Net Lab	\$ 398.00
<b>RECC</b>	<b>New England Alarms</b>	<b>\$ 805.00</b>
<b>Police</b>	<b>Lasell University</b>	<b>\$ 400.00</b>
	<b>Total</b>	<b>\$ 25,203.69</b>

**Executive Summary:** According to Massachusetts General Laws Chapter 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.

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**ARTICLE 4**

To see if the Town will vote to raise and appropriate \$166,237 needed to fund and implement the Collective Bargaining Agreement between the Town and the Tewksbury Massachusetts Police Patrolman’s Association (NEPBA) beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt: Raise and Appropriate \$166,237 for the purpose of the Article.

Vote: Article 4 was Adopted Unanimously 7:15 PM 10/1/24

**Executive Summary:** The intent of this article is to appropriate or transfer funds for a new labor agreement with the Tewksbury Massachusetts Police Patrolman’s Association (NEPBA) and implement the labor agreement and distribute funds in Fiscal Year 2025.

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**ARTICLE 5**

To see if the Town will vote to raise and appropriate \$221,014 needed to fund and implement the Collective Bargaining Agreement between the Town and the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 beginning July 1, 2024; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt: Raise and Appropriate \$221,014 for the purpose of the Article.

Vote: Article 5 was Adopted Unanimously 7:16 PM 10/1/24

**Executive Summary:** The intent of this article is to appropriate funds for a new labor agreement with the International Association of Firefighters AFL-CIO, Tewksbury Firefighters Local 1647 and implement the labor agreement and distribute funds in Fiscal Year 2025.

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**ARTICLE 6**

To see if the Town will vote to transfer the sum of \$160,000 from Sewer Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any other action relative thereto.

Sewer Pump Station Cleaning and Maintenance	\$	100,000
Equipment Trailer	\$	5,000
Asphalt Paver Trailer	\$	5,000
Vacuum/Jet Machine on Skid	\$	40,000
Light Tower	\$	10,000
<b>Total</b>	<b>\$</b>	<b>160,000</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 6 was Adopted Unanimously 7:16 PM 10/1/24

**Executive Summary:** This article utilizes funds from Sewer Retained Earnings for capital equipment and improvements. This article only has Sewer Retained Earnings’ share of the cost for those items. The total cost of the Equipment Trailer is \$20,000 and the total cost of the Asphalt Paver Trailer is \$20,000. The balance for each is being shared with the Water Retained Earnings and General Fund Free Cash. The total cost of the Vacuum/Jet Machine on Skid is \$80,000 and the total cost of the Light Tower is \$20,000. The balance for each is being shared with the Water Retained Earnings.

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**ARTICLE 7**

To see if the Town will vote to transfer the sum of \$160,000 from Water Enterprise Fund Retained Earnings to be expended by the Town Manager for various purposes; or take any other action relative thereto.

Replacement of water meter endpoints and water meters	\$	100,000
Vacuum/Jet Machine on Skid	\$	40,000
Equipment Trailer	\$	5,000
Asphalt Paver Trailer	\$	5,000
Light Tower	\$	10,000
<b>Total</b>	<b>\$</b>	<b>160,000</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 7 was Adopted Unanimously 7:17 PM 10/1/24

**Executive Summary:** This article utilizes funds from Water Retained Earnings for capital equipment and improvements. This article only has Water Retained Earnings' share of the cost for those items. The total cost of the Equipment Trailer is \$20,000 and the total cost of the Asphalt Paver Trailer is \$20,000. The balance for each is being shared with the Sewer Retained Earnings and General Fund Free Cash. The total cost of the Vacuum/Jet Machine on Skid is \$80,000 and the total cost of the Light Tower is \$20,000. The balance for each is being shared with the Sewer Retained Earnings.

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**ARTICLE 8**

To see if the Town will vote to raise and appropriate the sum of money and 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 8  
The Finance Committee motioned to Adopt as Amended

Vote: The Amendment was Adopted Unanimously 7:19 PM 10/1/24  
Article 8 was Adopted as Amended Unanimously 7:19 PM 10/1/24

**AMENDMENT:** To see if the Town will vote to raise and appropriate the sum of ~~money~~ **\$797,035** and transfer the sum of ~~money~~ **\$5,996,154** from certified General Fund Free Cash to the Town Stabilization Fund; or take any other action relative thereto.

**ARTICLE 8 AS AMENDED:** To see if the Town will vote to raise and appropriate the sum of \$797,035 and transfer the sum of \$5,996,154 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 9**

To see if the Town of Tewksbury will vote to appropriate, transfer from available Tewksbury Community Preservation Funds and/or borrow in accordance with the Community Preservation Act the sum of \$3,800,000 to rehabilitate the historic Ella Flemings School, 1503 Andover Street, including allowed costs incidental and related thereto; said rehabilitation expenses as necessary for Ella Flemings Schoolhouse to continue to serve as an historic municipal services facility and community meeting place, pursuant to Massachusetts General Law Chapter 44B (The Community Preservation Act) and Chapter 44 Section 7(1) and/or any other enabling authority and the Secretary of the Interior's Standards for Rehabilitation.

To meet the appropriation to fund such rehabilitation:

- a. \$1,000,000 shall be transferred from the Tewksbury Community Preservation Undesignated Fund Balance; and
- b. The Treasurer, with the approval of the Select Board, is authorized to borrow the amount of \$2,800,000 pursuant to Massachusetts General Law Chapter 44B (The Community Preservation Act) and Chapter 44 Section 7(1) and/or any other enabling authority and to issue bonds or notes of the Town therefor or to take any action relative thereto; and further to authorize the Select Board to apply for and accept any and all State aid, grants or other revenue source that may become available for this work; and provided further that in accordance with Massachusetts General Law Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount any such premium so applied and to authorize the Select Board to do or take all actions necessary to carry out this project on behalf of or in the name of the Town.

Pursuant to Massachusetts General Laws, Chapter 44B and/or any other enabling authority, said funds to be expended under the direction of the Community Preservation Committee and the Town Manager or to take any other action thereon.

MOTION: That the Town hereby appropriates \$3,800,000 to pay the costs of rehabilitation the historic Ella Flemings School, 1503 Andover Street, including all allowed 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 \$2,800,000 under and pursuant to Chapter 44B and Chapter 44 (7) (1) of the Massachusetts General Laws and/or pursuant to any other enabling authority and to issue bonds or notes of the Town therefore or to take any action relative thereto; and further to authorize the Select Board to apply for and accept any and all State aid, grants or other revenue source that may become available for this work; and provided further that in accordance with Massachusetts General Law Chapter 44, Section 20, the premium received by the Town upon the sale of any bonds or notes may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount any such premium so applied and to authorize the Select Board to do or take all actions necessary to carry out this project on behalf of or in the name of the Town.

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt; Appropriate \$3,800,000 for the purpose of the Article

Vote: Article 9 was Adopted Unanimously (2/3 vote Required) 7:20 PM 10/1/24

**Executive Summary:** This funding will allow for renovation and upgrades to the Ella Flemings School.

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**ARTICLE 10**

To see if the Town will vote to rescind the unused borrowing authority voted under previous Town Meeting articles; or act in any other manner in relation thereto.

<b>Project</b>	<b>Unissued Debt</b>
Ames Hill	25,000
Annex Solar	85,000
TMHS	10,766,582
Water Treatment Plant	42,567
Roadway Drainage Improvements	3,000,000
New Center Fire Station	2,500,000
Astle Street Water Tank	1,800,000
<b>Total to be Rescinded</b>	<b>18,219,149</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 10 was Adopted Unanimously 7:20 PM 10/1/24

**Executive Summary:** State law requires that Town Meeting vote to rescind authorized and unissued debt that is no longer required for its intended purpose.

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**ARTICLE 11**

To see if the Town will vote to authorize the Select Board to accept an easement from Andover North Estates, LLC. The Easement is shown on a plan entitled Sidewalk Easement Plan prepared for Andover North Estates Condominium, 1563 Andover Street, Tewksbury, MA 01876. Prepared by Warren A. Wagner of Civil Design Consultants, Inc dated March 4, 2024, or take any action relative thereto. The Plan can be viewed at the Town Clerk's office, Town Hall, 1009 Main Street, Tewksbury, MA 01876.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 11 was Adopted Unanimously 7:21 PM 10/1/24

**Executive Summary:** The purpose of this article is to allow the Select Board to accept a new sidewalk easement at 1563 Andover Street.

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**ARTICLE 12**

To see if the Town will vote to authorize the Select Board to submit a Home Rule Petition to the General Court of the Commonwealth of Massachusetts that if enacted would amend the Town’s Special Act Charter by deleting the third sentence of Section 5A which reads:

“They need not be a resident of the town or of the commonwealth when appointed but shall become a resident of the town or live within a ten-mile radius of the town during the first year of their appointment.”; or take any action relative thereto.

Town Manager

Motion: Town Manager, Richard Montuori offered an Amendment to Article 12  
The Finance Committee motioned to Adopt as Amended

Vote:	The Amendment was Adopted	7:26 PM	10/1/24
	Article 12 was Adopted as Amended	7:26 PM	10/1/24

**AMENDMENT:** To see if the Town will vote to authorize the Select Board to submit a Home Rule Petition to the General Court of the Commonwealth of Massachusetts that if enacted would amend the third sentence of Section 5A of Town’s Special Act Charter by deleting ~~ten-mile~~ and adding **fifty-mile**; which reads:

“They need not be a resident of the town or of the commonwealth when appointed but shall become a resident of the town or live within a ten-mile radius of the town during the first year of their appointment.”; or take any action relative thereto.

**ARTICLE 12 AS AMENDED:** To see if the Town will vote to authorize the Select Board to submit a Home Rule Petition to the General Court of the Commonwealth of Massachusetts that if enacted would amend the third sentence of Section 5A of Town’s Special Act Charter by deleting ~~ten-mile~~ and adding **fifty-mile**; which reads:

“They need not be a resident of the town or of the commonwealth when appointed but shall become a resident of the town or live within a ten-mile radius of the town during the first year of their appointment.”; or take any action relative thereto.

**Executive Summary:** The Article seeks Town approval to petition the State Legislature to amend the Town Charter to remove the requirement of the Town Manager to live within a 10-mile radius of the Town.

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## ARTICLE 13

To see if the Town will vote to add a new Section to the Town General Bylaws:

### **Chapter 5.12**

#### **MUNICIPAL EQUITY BY-LAW**

##### **5.12.010 Legislative Authority**

This bylaw is authorized pursuant to St. 2022, c. 180, an act relative to equity in the cannabis industry, M.G.L. c. 94G and M.G.L. c. 94I, 935 CMR §§ 500.000, and §§ 501.000.

##### **5.12.020 Purpose**

The intent of this by-law is to develop clear requirements to encourage full participation in the marijuana industry by people from communities that were disproportionately harmed by marijuana prohibition and enforcement. These policies and procedures will assist the Town in negotiating host community agreements with applicants for marijuana establishments and medical marijuana treatment centers such as social equity businesses, social equity program participants, or economic empowerment priority applicants, and other business owners.

##### **5.12.030 Applicability**

This by-law shall apply to all individuals and entities applying to be a marijuana establishment or medical marijuana treatment center located within the Town. No individual or entity shall operate a marijuana establishment or a medical marijuana treatment center unless duly licensed to do so by the cannabis control commission. Nothing in this section shall be construed to supersede federal and state laws governing the sale and distribution of marijuana.

#### **5.12.040 Definitions**

The definitions set forth in M.G.L. c. 94I § 1, M.G.L. c. 94G § 1, 935 CMR §§ 500.002, §§ 501.002, §§ 500.181(4)(a), and §§ 501.181(4)(a) are incorporated herein by reference.

#### **5.12.050 Transparency of Local Approval Process**

- a. The Town shall publish data regarding its total applicant pool, which shall identify each pre-verified or verified social equity business, social equity program participant, or economic empowerment priority applicant.
- b. The Town shall publicize certain information in a conspicuous location at its offices and on its website which shall, at minimum, include:
  - i. All required steps of the Town's local approval process including, but not limited to, all associated fees, deadlines, and meeting schedules for local bodies involved in the Local Approval Process;
  - ii. Identification of key individuals involved in the Town's local approval process, including, but not limited to, their name, title, business address, and business contact information such as email address or phone number;
  - iii. A list of all documentation required by the Town's local approval process, in downloadable form and paper form;
  - iv. Identification of application criteria for local approval to operate a marijuana establishment or medical marijuana treatment center, and scoring methodologies relied on by the Town;
  - v. General and individual scoring information for all license applicants;
  - vi. The Town's explanation, in narrative form, of its reasoning for the approval or denial of an application; and
  - vii. Any other information required by the Commission as outlined in 935 CMR §§ 500.000 and §§ 501.000.

#### **5.12.060 Practices for Host Community Agreement Negotiations**

The Town shall adhere to required practices for host community agreement negotiations with individuals or entities pre-verified or verified as social equity businesses, and license applicants that have been designated as social equity program participants or economic empowerment priority applicants including, but not limited to, the following:

- a. The Town shall develop a standard evaluation form, or use a form developed by the cannabis control commission, that scores components of an application. The evaluation form shall include consideration of equity in the overall evaluation score which must comprise not less than 25% of the total evaluation score.
- b. This equity component shall include:
  - i. whether an individual, entity, or license applicant is pre-verified or verified by the cannabis control commission as a social equity business;
  - ii. whether the license applicant is a social equity program participant;
  - iii. whether the license applicant is an economic empowerment priority applicant;
  - iv. whether a license applicant or pre-verified individual or entity has a prior marijuana-related criminal offense or conviction;
  - v. whether a license applicant or pre-verified individual or entity is part of an area of disproportionate Impact, as identified by the cannabis control commission; or whether a pre-verified individual is of Black, African American, Hispanic, Latino, Native American or indigenous descent, or a majority of a pre-verified entity or license applicant entity is comprised of individuals that are of Black, African American, Hispanic, Latino, Native American or indigenous descent.
- c. If the Town decides to allow additional marijuana establishments or medical marijuana treatment centers, at least 50% of those licenses, but no less than one license, above the previously established cap shall be reserved for license applicants that are pre-verified or verified social equity businesses, social equity program participants, economic empowerment priority applicants, or all.

## **5.12.070 Equity Standards for Host Community Agreements**

- a. The Town shall prioritize negotiations of host community agreements with equity parties. For the purposes of negotiations of a host community agreement for an application for licensure, equity parties are as follows:
  - i. A license applicant that is pre-verified or verified as a social equity business; or
  - ii. A license applicant that has been designated as social equity program participants, economic empowerment priority applicants, or both.
- b. The Town may waive or reduce fees for an equity party to a host community agreement negotiation, including, but not limited to community impact fees, zoning, and occupancy fees.
- c. At minimum, the Town shall take the following actions during host community agreement negotiations with an equity party to promote and encourage their full participation:
  - i. Engage in an ongoing dialogue by providing multiple opportunities for discussion and negotiation of host community agreement terms including, at minimum, two conferences with an equity party;
  - ii. Include any attorney, authorized representative, or other advocate, if elected by an equity party, in all negotiation discussions and conferences;
  - iii. Promote language access by providing a certified interpreter or translator to assist an equity party who is a non-English speaker during all negotiation discussions and conferences;
  - iv. Provide reasonable opportunities for an equity party to review a proposed host community agreement, term, or condition, outside of a negotiation conference, or to seek review or input by a third party of their choice;
  - v. Negotiate the terms of a host community agreement in good faith, including consideration of flexible terms that may mitigate particular challenges affecting an equity party, such as access to capital, with all terms and clauses conspicuously identified and openly discussed; and
  - vi. Allow an equity party to propose an amendment to, or seek cancellation of, a host community agreement within thirty days from the date of execution of the host community agreement.
- d. The Town may also:
  - i. Expedite or prioritize the local approval process for social equity businesses, social equity program participants, and economic empowerment priority applicants;
  - ii. Provide technical assistance for social equity businesses, social equity program participants, and economic empowerment priority applicants navigating the local approval process;
  - iii. Designate a municipal contact who shall work closely with social equity businesses, social equity program participants, and economic empowerment priority applicants in the local approval process from initial inquiry through the end of the permitting process; or
  - iv. Adopt an exclusivity period to permit social equity businesses for three years or until the goals of the exclusivity period have been met as determined by the municipality.
- e. The Town shall not:
  - i. Negotiate a host community agreement with an equity party through the use of undue influence, duress, coercion, intimidation, threats, or any strong-arm tactics;
  - ii. Threaten loss of an equity party's position in its local application queue or delay to the processing of an equity party's application;
  - iii. Compel an equity party to sign a host community agreement in any manner that conflicts with the practices required through applicable state law and regulations; and
  - iv. Negotiate or discontinue negotiations with an equity party in bad faith.

**5.12.080 Municipal Equity Plan**

- a. The Town shall develop an equity plan to promote and encourage full participation in the regulated cannabis industry by individuals from communities disproportionately harmed by cannabis prohibition and enforcement.
- b. The Town shall publicize its equity plan in a conspicuous location at its offices and on its website.
- c. The Town’s equity plan shall:
  - i. Encourage applications from business and individuals that would meet the definition of social equity businesses, social equity program participants, and Economic empowerment priority applicants as determined by the Commission; and
  - ii. Include goals, programs, and measurements the Town will utilize to promote and encourage equity participation.

**5.12.090 State Notification**

The Town shall make all notifications regarding this by-law and any other information to the cannabis control commission as required by applicable state law and regulations in a timely manner.

**5.12.100 Implementation**

This by-law shall not be implemented in a manner that conflicts or interferes with the M.G.L. c. 94G or c. 94I, or with the regulations promulgated thereunder, including 935 CMR §§ 500.000 or §§ 501.000.

**5.12.110 Severability**

If any provisions of this by-law shall be held to be invalid, those provisions shall be severable, and the remaining sections shall be valid with full force and effect.

Town Manager

Motion: Town Manager, Richard Montuori motioned to Withdraw Article 13

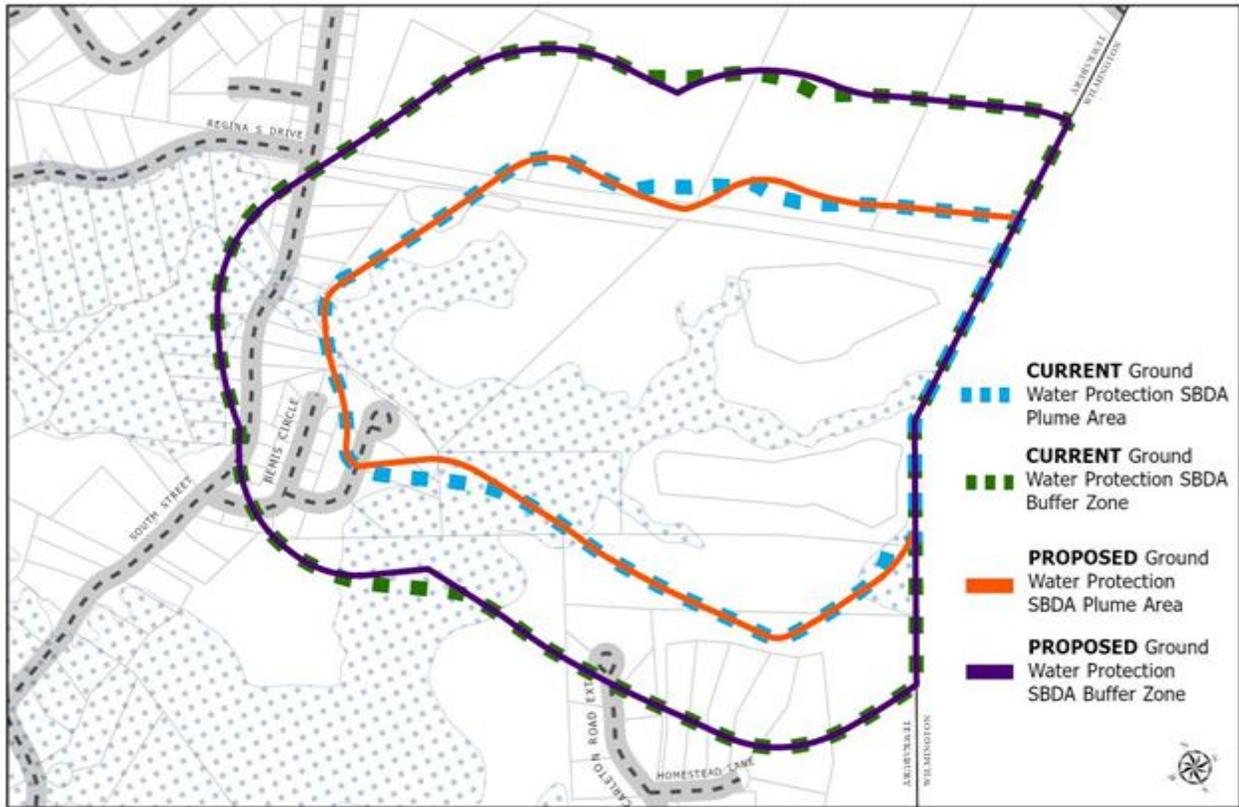
Vote: Article 13 was Withdrawn 7:28 PM 10/1/24

**Executive Summary:** This article will bring the Town in compliance with the Cannabis Control Commission’s criteria Under Chapter 180 of the Acts of 2022 relative to procedures to encourage full participation in the regulated marijuana industry by communities that were disproportionately harmed by marijuana prohibition and enforcement.

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**ARTICLE 14**

To see if the Town will vote to amend the Town of Tewksbury Zoning Map dated October 2023 as depicted below:



Town Manager

Motion: The Finance Committee motioned to Adopt  
The Planning Board recommended Adoption

Vote: Article 14 was Adopted Unanimously (2/3 Required)

7:29 PM

10/1/24

**Executive Summary:** The US EPA has requested that the ground water protection SBDA Plume Area and Buffer Zone be amended based on ongoing testing at the Sutton Brook Disposal Area.

**ARTICLE 15**

To see if the Town of Tewksbury will vote to amend the Tewksbury Zoning By-laws Chapter 5, Section 5.3.3 by modifying Minimum/Maximum Front Setbacks for non-Major Projects and modify footnote “C” to establish minimum front yard setback in the Town Center District.

Table of Requirements

DISTRICT	Minimum Lot Area	Minimum Frontage (Ft)	Minimum/Maximum Front Setback (Ft) <sup>A, B</sup>	Minimum Side & Rear Setbacks (Ft) <sup>C</sup>
TC				
Major Project	40,000 sq. ft.	150	--- / 20	15 / 25
All Other	10,000 sq. ft.	80	<del>--- / 20</del> 10 / NA	10 / 10
MUB	10,000 sq. ft.	50	25 / NA	15 / 10
SB	15,000	100	25 / NA	15
WNB	1.0 acre	150	25 / NA	15
GB	1.0 acre	150	25 / NA	15
LB	1.0 acre	150	25 / NA	15
DISTRICT	Minimum Lot Width-Depth Ratio	Additional Side/Rear Setback for 4th Story (Ratio) <sup>D</sup>	Minimum Open Space (% Lot Area)	Maximum Building Coverage (% Lot Area)
TC				
Major Project	1:4	0.60	20%	30%
All Other	1:3	---	10%	30%
MUB	---	---	15%	30%
LB	---	---	25%	20%
WNB	---	---	30%	25%
SB	---	---	30%	30%
GB	1:3	---	20%	30%
DISTRICT	Maximum Height (Stories) <sup>E</sup>	Maximum Height (Ft) <sup>F</sup>	Minimum/Maximum Ground Floor Height (Ft) <sup>E, F</sup>	Minimum Upper-Story Height, <sup>F</sup>
TC				
Major Project	4	48	12 / 15	10
All Other	3	40	12 / 15	10
MUB	2.5	40	12 / 15	10
SB	2.5	40	----	----
WNB	2.5	35	----	----
SB	2.5	35	----	----
GB	2.5	35	----	----
LB	2.5	35	----	----
-----Window Transparency -----				
DISTRICT	Minimum Façade Buildout (% Frontage)	Ground Front	Ground Side (%)	Upper-Story Front/Side (%)
TC				
Major Project	80%	75%	25%	25%
All Other	75%	65%	25%	25%
MUB	75%	50%	20%	20%
SB	----	----	----	----
WNB	----	----	----	----
GB	60%	40%	20%	----
LB	----	----	----	----
DISTRICT	Street-Facing Entrances, Maximum Separation (Ft)	Minimum Depth, Commercial Tenant Spaces (Ft)	Maximum Length Blank Wall (Ft)	

<b>TC</b>				
<b>Major Project</b>	50	30	20	
<b>All Other</b>	40	25	30	
<b>MUB</b>	50	25	36	
<b>SB</b>	----	----	40	
<b>WNB</b>	----	----	40	
<b>GB</b>	---	25	40	
<b>LB</b>	----	----	40	

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

Nancy Anderson and others

Motion: Petitioner's Attorney, Robert Scarano submitted a written motion to Withdraw Article 15

Vote: Article 15 was Withdrawn Unanimously 7:32 PM 10/1/24

**Executive Summary:** The purpose of this article is to clarify certain minimum building setbacks.

### ARTICLE 16

To see if the Town of Tewksbury will vote to amend the Tewksbury Zoning By-laws Chapter 5, Section 5.4.3 Appendix A, Table of use Section A.2.C, to allow for diverse housing uses by Special Permit of the Planning Board.

DISTRICTS & USES	F	R40	MF	VR	MUB	TC	LB	WNB	SB	GB	I1	I2	OR	TD	P
A. OUTDOOR RECREATION, NOT INCLUDING COMMERCIAL OUTDOOR RECREATION	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
B. CAMP, DAY CAMP ONLY, E.G., SUMMER CAMP FOR CHILDREN	Y	SP	N	N	N	N	N	N	N	N	N	N	N	Y	Y
C. MUNICIPAL USE	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
A.2 RESIDENTIAL															
<b>Residential: Principal</b>															
A. SINGLE-FAMILY DWELLING, DETACHED	Y	Y	Y	Y	N	<del>N</del> <u>PB</u>	Y	N	N	N	N	N	N	Y	N

<b>B. TOWNHOUSE</b>	N	N	Y	Y	N	<del>N</del> PB	N	N	N	N	N	N	N	N	N
<b>C. TWO-FAMILY DWELLING</b>	N	N	Y	Y	N	<del>N</del> PB	N	N	N	N	N	N	N	N	N
<b>D. MULTIFAMILY DWELLING, UP TO 7 UNITS; SEC. 8.2</b>	N	N	Y	Y	PB	PB	N	N	PB	N	N	N	N	N	N
<b>E. MULTIFAMILY DWELLING, 8 OR MORE UNITS; SEC. 8.2</b>	N	N	N	N	N	PB	N	N	N	N	N	N	N	N	N
<b>F. MULTI-FAMILY DEVELOPMENT</b>	N	N	PB	PB	PB	PB	N	N	PB	N	N	N	N	N	N
<b>G. DWELLING UNITS ABOVE THE GROUND FLOOR OF A COMMERCIAL BUILDING</b>	N	N	N	Y	Y	Y	Y	Y	Y	Y	N	N	N	N	N
<b>H. LIVE/WORK UNITS OR ARTIST LOFT</b>	N	N	PB	Y	Y	Y	PB	PB	Y	PB	N	N	N	N	N
<b>I. OPEN SPACE RESIDENTIAL DEVELOPMENT (OSRD); SEC. 8.4</b>	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	N	N
<b>J. CONGREGATE RESIDENCE</b>	N	N	Y	Y	PB	PB	N	PB	PB	PB	PB	N	PB	N	N
<b>K. ASSISTED LIVING RESIDENCE</b>	N	N	Y	Y	N	PB	N	N	PB	PB	PB	N	PB	N	N
<b>L. CONTINUING CARE RETIREMENT COMMUNITY</b>	N	N	PB	PB	Y	N	N	N	N	PB	PB	N	PB	N	N
<b>Residential: Accessory</b>															
<b>M. FAMILY SUITE; SEC. 7.1, SEC. 3.6</b>	PB	PB	PB	PB	N	N	N	N	N	N	N	N	N	N	PB
<b>N. HOME OCCUPATION; SEC. 7.2</b>	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	Y/SP	N	N	Y/SP	N	N	N	N	Y/SP	N
<b>O. FAMILY CHILD CARE HOME</b>	Y	Y	Y	Y	SP	N	N	N	N	N	N	N	N	Y	N
<b>P. FAMILY CHILD CARE HOME, LARGE</b>	SP	SP	SP	SP	SP	N	N	N	N	N	N	N	N	N	N
<b>Q. ROOM AND BOARD FOR NOT MORE THAN TWO BORDERS</b>	Y	Y	Y	Y	SP	N	N	N	SP	N	N	N	N	N	N
<b>R. PARKING OF ONE LIGHT COMMERCIAL VEHICLE</b>	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	SP	SP	SP	SP	N
<b>S. PARKING OF TWO LIGHT COMMERCIAL VEHICLES</b>	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	SP	N

<b>(THREE IS PROHIBITED)</b>															
<b>T. PRIVATE GAME COURT</b>	PB	Y	PB	PB	N	N	N	N	N	N	Y	Y	Y	N	N
<b>A.3 PUBLIC, INSTITUTIONAL, PHILANTHROPIC</b>															

Nancy Anderson and others

Motion: Petitioner’s Attorney, Robert Scarano submitted a written motion to Withdraw Article 16  
 Thomas Lynch motioned to Adopt the Article  
 Joseph Gill motioned for Indefinite Postponement

Vote: The motion for Indefinite Postponement was Adopted 7:34 PM 10/1/24

**Executive Summary:** The purpose of this article is to grant the Planning Board Authority to allow for mixture of housing types in the Town Center District by Special Permit.

Finance Committee Chairman, Richard Levasseur, motioned to Adjourn the October 1, 2024 Special Town Meeting Sine Die, and this motion was Adopted. 7:36 PM 10/1/24

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK

# STATE ELECTION

**November 5, 2024**

Precinct	1	2	3	4	5	5A	6	7	8	TOTAL
Registered voters	3000	3300	3321	3027	2843	499	3081	3380	3180	25631
Voters	2044	2458	2317	2214	2131	343	2303	2591	2360	18761
Percentages	68%	74%	70%	73%	75%	69%	75%	77%	74%	73%

## ELECTORS OF PRESIDENT AND VICE PRESIDENT

AYYADURAI and ELLIS	12	13	12	14	11	0	10	14	14	100
DE LA CRUZ and GARCIA	1	5	4	1	5	0	5	6	4	31
HARRIS and WALZ	1010	1176	1069	1098	1046	198	1006	1255	1144	9002
OLIVER and TER MAAT	7	8	12	10	13	0	14	8	11	83
STEIN and CABALLERO-ROCA	9	16	14	9	6	3	9	9	16	91
<b>TRUMP and VANCE</b>	971	1207	1166	1042	1021	136	1232	1249	1137	9161
<i>Total number of write-ins</i>	11	7	16	10	10	3	14	25	14	110
Times Blank Voted	23	26	24	30	19	3	13	25	20	183
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

## SENATOR IN CONGRESS

ELIZABETH ANN WARREN	939	1130	1031	1026	971	194	966	1185	1078	8520
<b>JOHN DEATON</b>	1041	1274	1220	1120	1100	139	1264	1327	1226	9711
<i>Total number of write-ins</i>	5	3	6	4	3	2	9	6	5	43
Times Blank Voted	59	51	60	64	57	8	64	73	51	487
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

## REPRESENTATIVE IN CONGRESS SIXTH DISTRICT

<b>SETH MOULTON</b>	1385	1744	1552	1560	1459	271	1529	1766	1662	12928
<i>Total number of write-ins</i>	64	70	65	58	62	15	85	68	70	557
Times Blank Voted	595	644	700	596	610	57	689	757	628	5276
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

## COUNCILLOR FIFTH DISTRICT

<b>ANNE M. MANNING-MARTIN</b>	843	994	1009	854	898	110	1017	1073	932	7730
EUNICE DELICE ZEIGLER	778	955	855	850	807	164	797	970	930	7106
JODY A. ELLIOTT	174	280	214	268	195	42	260	251	261	1945
<i>Total number of write-ins</i>	3	8	6	4	9	1	9	12	10	62
Times Blank Voted	246	221	233	238	222	26	220	285	227	1918
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

## SENATOR IN GENERAL COURT SECOND ESSEX & MIDDLESEX DISTRICT

<b>BARRY R. FINEGOLD</b>	1345	1701	1537	1538	1440	268	1513	1762	1651	12755
<i>Total number of write-ins</i>	63	67	72	46	65	13	85	61	65	537
Times Blank Voted	636	690	708	630	626	62	705	768	644	5469
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**REPRESENTATIVE IN GENERAL COURT SEVENTEENTH MIDDLESEX DISTRICT**

<b>VANNA HOWARD</b>	1112	1112
JOSEPH PAUL ONOROSKI	399	399
<i>Total number of write-ins</i>	32	32
Times Blank Voted	501	501
Total Ballots	2044	2044

**REPRESENTATIVE IN GENERAL COURT EIGHTEENTH ESSEX DISTRICT**

<b>TRAM T. NGUYEN</b>	1513	255	1720	3488
<i>Total number of write-ins</i>	72	13	64	149
Times Blank Voted	732	75	807	1614
Total Ballots	2317	343	2591	5251

**REPRESENTATIVE IN GENERAL COURT NINETEENTH MIDDLESEX DISTRICT**

<b>DAVID ALLEN ROBERTSON</b>	1126	1027	971	997	1133	5254
PAUL SARNOWSKI	818	724	751	843	790	3926
GEORGE HUGH FERDINAND	345	285	233	290	266	1419
<i>Total number of write-ins</i>	4	3	6	8	5	26
Times Blank Voted	165	175	170	165	166	841
Total Ballots	2458	2214	2131	2303	2360	11466

**CLERK OF COURTS MIDDLESEX COUNTY**

<b>MICHAEL A. SULLIVAN</b>	1343	1718	1552	1522	1430	264	1523	1718	1649	12719
<i>Total number of write-ins</i>	57	52	58	37	55	9	65	50	52	435
Times Blank Voted	644	688	707	655	646	70	715	823	659	5607
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**REGISTER OF DEEDS MIDDLESEX NORTHERN DISTRICT**

<b>KAREN M. CASSELLA</b>	1360	1716	1570	1519	1447	264	1517	1747	1654	12794
<i>Total number of write-ins</i>	52	48	55	38	48	11	60	43	52	407
Times Blank Voted	632	694	692	657	636	68	726	801	654	5560
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**QUESTION 1 - STATE AUDITOR'S AUTHORITY TO AUDIT THE LEGISLATURE**

<b>YES</b>	1413	1721	1599	1507	1439	231	1566	1831	1667	12974
<b>NO</b>	509	600	569	572	565	91	604	594	571	4675
Times Blank Voted	122	137	149	135	127	21	133	166	122	1112
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**QUESTION 2 - ELIMINATION OF MCAS AS HIGH SCHOOL GRADUATION REQUIREMENT**

<b>YES</b>	1159	1542	1297	1271	1212	178	1372	1470	1396	10897
<b>NO</b>	825	866	957	891	866	153	888	1062	920	7428
Times Blank Voted	60	50	63	52	53	12	43	59	44	436
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**QUESTION 3 - UNIONIZATION FOR TRANSPORTATION NETWORK DRIVERS**

YES	913	1107	1014	979	889	173	1011	1125	1030	8241
<b>NO</b>	1008	1232	1170	1117	1107	152	1169	1329	1203	9487
Times Blank Voted	123	119	133	118	135	18	123	137	127	1033
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**QUESTION 4 - LIMITED LEGALIZATION AND REGULATION OF CERTAIN  
NATURAL PSYCHEDELIC SUBSTANCES**

YES	709	983	852	769	824	148	941	922	910	7058
<b>NO</b>	1248	1404	1370	1356	1229	185	1279	1574	1380	11025
Times Blank Voted	87	71	95	89	78	10	83	95	70	678
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

**QUESTION 5 - MINIMUM WAGE FOR TIPPED WORKERS**

YES	580	676	643	614	548	125	599	681	636	5102
<b>NO</b>	1379	1723	1592	1530	1512	205	1636	1834	1657	13068
Times Blank Voted	85	59	82	70	71	13	68	76	67	591
Total Ballots	2044	2458	2317	2214	2131	343	2303	2591	2360	18761

# ADMINISTRATION

<b>Select Board</b>	<b>Town Manager</b>	<b>Human Resources</b>
<b>Computer Services</b>	<b>Board of Registrars</b>	<b>Housing Authority</b>
<b>Parking Clerk</b>	<b>Town Clerk</b>	<b>Veteran's Services</b>
<b>Parks and Facilities</b>	<b>Telemedia</b>	<b>Department of Public Works</b>

# SELECT BOARD

- During 2024, the Select Board held regular meetings every three weeks for much of the year, and additional meetings when necessary. In 2024, 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
- Reviewed Trahan and North St schools reuse proposals
- 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 2024 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 & NMCOC 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 2025
- 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.
- Approved the towns first retail cannabis licenses
- Reviewed and approved license transfers and change of approved managers
- Reviewed Town Manager Goals and Objectives
- Established School Facilities Study Committee
- Established Town Manager Search Committee
- Awarded Town Manager search contract
- Conducted Perambulation meeting with Andover and Dracut

- Reviewed Shawsheen Tech Stabilization Fund request
- Held hearing on marijuana cultivation
- 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 launched their online permitting system OpenGov for licensing pertaining to Amusement, Class Auto, Common Victualler, Entertainment, Liquor, Road Race, along with One day Entertainment and One day liquor licensing. In December, we successfully completed our first online license renewals for 2025 with efficiency and ease of communication with applicants and departmental signoffs.

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 2024.

Respectfully Submitted,

Patrick Holland

Chair, Select Board

# TOWN MANAGER

During the calendar year 2024 the Town continued to make progress and improvements in the programs, projects and initiatives that were provided. All Departments continued to provide a high level of service to the residents.

This past year, the Town contracted with the Lowel YMCA to provide recreation programs for adults and children utilizing facilities at the Saunders Recreation Complex and the Recreation Building. Even though the programs started late in the season they were popular, and we anticipate 2025 to have more programs and to be even more successful.

The Special Town Meeting in October approved funding for the historic rehabilitation of the Ella Flemings School on Andover Street. There will be a specific focus on the first-floor classrooms to bring back their historic character and create spaces within the building for general community use. Funding was approved in the amount of \$3.8 million for construction, project management and design documents. This project is completely funded by utilizing Community Preservations Funds.

Requests for proposals were solicited and received for the reuse of the former Trahan Elementary School for affordable housing. Two proposals were received. One was from Choice Inc and SCG Development Partners to renovate the school building for 46 units of housing for ages 62+ comprising of 44 1-bedroom and two 2-bedroom units. Choice and SCG proposed 41 affordable units and 5 market rate units. All the units would be rentals and count toward the Town subsidized housing inventory. The second proposal was from MCO & Associates, Inc and they proposed 57 total rental units of which 32 would be cottages with 1-, 2-, and 3-bedroom varieties. In addition, they propose to construct a building with 25 units for ages 62+. MCO proposes 44 market rate units and 13 affordable units. All the units would be rentals and count toward the Town subsidized housing inventory.

Work has continued on the new DPW/School maintenance facility-it is 75% complete. The project is going very well and is within budget and on schedule to be completed September 2025. Also work continued throughout various parts of Town on water distribution, drainage, sidewalk, and roadway projects and a new boardwalk was completed at the trail network at Chandler Street Well Field.

In 2024 the Town settled all Collective Bargaining Agreements with the Police Patrol, Police Superior Officers, Firefighters and AFSCME (DPW, Clerical, Library and Dispatchers) unions. The agreements are for three years and I want to thank all the unions for their cooperation throughout the entire process and Richard Montuori for working hard to reach agreements on all contracts this year.

Under the direction of the Assistant Town Manager Steve Sadwick the Town completed the roll out and expanded 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 Cambridge Isotopes beginning renovations at 200 Ames Pond, Sterling Corporation expanded their Chelmsford-based business to Tewksbury 159 Lorum Street, Shea Memorials relocated their business from Methuen to Tewksbury at 592 Main Street and the third Retail Marijuana license was approved for 1625 Andover Road. There were also two restaurants that opened The Pull Up at 2254 Main Street and Brelundi at 836 Main Street. We had the first Fall-O-Ween and this past year was the eleventh year the Town held its Community Market, and it continued to grow and be more successful than the previous year. This past year was the first year the Town held an indoor Winter Community Market at the Senior Center.

Finally, two important events marked the end of this year. Richard Montuori retired after serving the residents of Tewksbury for fourteen years. His tenure was embodied with selfless dedication to the Town and the residents. He worked seamlessly with all Select Boards over the years with a singular focus on making Tewksbury a better place every day. His management style could be characterized as professional with great integrity and a propensity to get things done without fanfare. He respected and supported all his employees and will be missed. I am honored to have been selected by this Board to succeed and continue his good work. I, also, would like to thank him for leaving the Town in such a strong financial position and for being so helpful during the transition. I would like to end this year's report with his words, not surprisingly, expressing gratitude to all the people in town that contribute to make Tewksbury a better place.

*“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 regarding 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 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 they will continue. Even though there is still work to do and many unmet needs to be addressed the Town accomplished a great deal over the past year.”*

Respectfully Submitted  
John Curran  
Town Manager

# HUMAN RESOURCES

Department Staff: Teresa L. Belanger, Human Resources Director

The Human Resources Directors role concentrates on all aspects of Human Resources such as employee relations, labor relations, employee benefits, retiree benefits, occupational injuries/workers compensation, 111F administration, personnel records, recruiting, FMLA, MA General Laws, Civil Service regulations, State and Federal Employment Laws, benefit coordination, and medical cost analysis.

## **Responsibilities:**

- **Recruiting:**
  - Maintains and updates all Town employee Job Descriptions.
  - Coordinates all recruiting efforts including but not limited to job postings, interviews, candidate selection, reference checks, CORI checks, 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.
- **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 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 2024:**
  - Successfully produced over 1094 1095C forms to benefit eligible employees and retirees within the IRS guidelines for the Affordable Care Act.
  - Successful EEO Report.
  - Conducted internal audits of all personnel files including benefits and did a reorganization of file storage.
  - Assistance with contract negotiations for AFSCME, Fire, Patrol Officers and Superiors.
  - Recruiting efforts continue to pose challenges with smaller than usual applicant pools. Worked alongside department heads to fill the following positions with external candidates:
    - Town Manager Office:
      - 1 Town Manager
      - 1 PT Prevention Project Assistant
    - Computer Services:
      - 1 Systems Operator
    - Police Department:
      - 4 Patrolman
      - 1 Clinical Division Program Manager
      - 1 Administrative Secretary
      - 2 Reserve Police Officers
      - 1 Traffic Control Guard
      - 1 PT Principal Clerk
    - Fire Department:
      - 2 Firefighters
    - Department of Public Works
      - 3 Filter Operators
      - 1 Water Machinery Repairman
      - 1 Project Manager
    - Public Library:
      - 1 Professional Librarian
      - 2 Library Clerical Assistants
      - 1 Library Page (PT)
    - Council on Aging:
      - 2 Van Drivers
    - Planning/Conservation:
      - 1 Planner/Conservation Agent
    - Building Department:
      - 1 PT Local Building Inspector
      - 1 PT Wiring Inspector
    - Assessor:
      - 1 PT Property Reviewer
    - Northern Middlesex Regional Emergency Communication Center (NMRECC):
      - 5 Dispatchers
      - 1 Reserve Dispatcher

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,

Jami Bent  
Technology Manager

# BOARD OF REGISTRARS

Denise Graffeo, Town Clerk

Amanda K. Carroll

David J. Chou, Chair

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.

<b>Precinct</b>	<b>Democratic</b>	<b>Republican</b>	<b>Unenrolled</b>	<b>All Political Designations</b>	<b>Total</b>
1	579	334	2092	36	<b>3041</b>
2	581	326	2382	38	<b>3327</b>
3	620	348	2348	41	<b>3357</b>
4	573	308	2136	37	<b>3054</b>
5	522	311	1994	32	<b>2859</b>
5A	106	38	345	7	<b>496</b>
6	520	341	2197	36	<b>3094</b>
7	583	393	2400	26	<b>3402</b>
8	635	320	2211	34	<b>3200</b>
Total	<b>4719</b>	<b>2719</b>	<b>18105</b>	<b>287</b>	<b>25830</b>

# HOUSING AUTHORITY

The Tewksbury Housing Authority participates in the state's centralized waiting list for state aided public housing. We have a total of 20,224 applicants on our family wait list and 6,758 applicants on our elderly/handicapped wait list. The Authority's housing wait list is open for all applicants. Our vacancy turnovers in 2024 for our elderly/disabled housing units totaled 17 and there were no vacancies in our family housing units.

This year's capital improvement projects consisted of steep hill landscape renovations and fire alarm upgrades at our Delaney Drive Development. Fire alarm upgrades and panel replacement took place 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. All housing units at Pondview Lane received new roofs. We also completed walk-in shower replacement and selective sidewalk repairs at Saunders Circle. Lastly, complete kitchen and flooring replacement took place at two of our group homes.

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:

Ryan Lloyd  
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](http://www.tewksbury-ma.gov)

Fiscal Year 2024 Fines collected and deposited with the Town Treasurer – \$4911.20

## **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

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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>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020 Federal</u>	<u>2020</u>	<u>2019</u>	<u>2018</u>
Population	30,905	30,053	30,730	30,266	31,342	31,044	30,417	30,435
Dog Licenses	2,550	2,540	2,669	2,618	---	2,498	2,626	2,597

### FINANCIAL

	<u>FY 2024</u>	<u>FY 2023</u>	<u>FY 2022</u>	<u>FY 2021</u>	<u>FY 2020</u>	<u>2019</u>
Misc. Fees	50,137.85	54,098.60	56,793.65	55,024.60	54,008.15	56,517.90
Dog Fees	44,182.00	49,170.00	48,845.00	48,365.00	45,500.00	46,140.00
Marijuana Fines	0.00	0.00	1,000.00	100.00	500.00	600.00
Records Preservation (Revolving)	14,961.40	16,387.50	17,846.00	16,340.00	17,770.00	17,625.00
Parking	4911.20	5995.80	7,664.00	8,924.60	14,389.30	14,246.80
<b>TOTAL</b>	<b>\$114,192.50</b>	<b>\$125,651.90</b>	<b>\$132,148.65</b>	<b>\$128,754.20</b>	<b>\$132,167.45</b>	<b>\$135,129.70</b>

### VITAL STATISTICS

	<u>2024</u>	<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	251	261	237	216	243	238	234	228	242	235	240	219	247	237	253
Marriage	144	119	129	116	97	103	132	137	149	127	124	108	95	96	94
Death	359	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 Town of Tewksbury's Department of Veterans' Services Office is dedicated to honoring and supporting the brave men and women who have served in the United States Armed Forces. Our mission is to provide compassionate assistance, advocacy, and resources to veterans and their families in Massachusetts. We strive to ensure access to benefits, healthcare, employment, and community programs that enhance their well-being and quality of life. With a deep commitment to service, we uphold the values of respect, dignity, and gratitude for those who have sacrificed for our nation.

On August 8, 2024, Governor Maura Healey signed An Act Honoring, Empowering, and Recognizing Our Servicemembers and Veterans (The HERO Act) into law. Representing a landmark in Massachusetts history, this act stands as the most extensive legislative initiative aimed at veterans' welfare. It encompasses more than 30 spending and policy provisions, tax credits, and statute changes organized into four buckets: Benefit Expansion, Commitment to Inclusion and greater representation, Modernization of Veterans Services, and Honoring/Recognizing our Veterans.

## Benefit Expansion

- Increases the disabled veteran annuity from \$2,000 to \$2,500, phased over two years, with an annual payment on August 1 and February 1.
- Extends the timeframe for veterans to use the Active-Duty Service Buyback program from 180 days to 10 years, with a retroactive grace period and expands eligibility to include certain National Guard members and reservists.
- Allows municipalities to double property tax exemptions for veterans or tie the amount to inflation.
- Ensures veterans receiving federal benefits retain Chapter 115 benefits despite COLA increases.
- Adds behavioral health reimbursements to the Chapter 115 benefits program.
- Increases the Veterans Hire Tax Credit from \$2,000 to \$2,500 for small businesses hiring chronically unemployed or low-income veterans.
- Extends certification period, giving employers up to 6 months after hiring to certify a veteran for the credit.
- Expands exemptions for motor vehicle excise tax, drivers license fee, and registration fee to all veterans who are 100% service-connected disabled.
- Protects access to the sales tax exemption for veterans who qualify for the disabled veteran license plate and prefer their Purple Heart specialty license plate.
- Requires public school districts to support military-connected students when a parent or guardian is called to active duty.
- Establishes a military family advocacy program to protect against child abuse on military installations.
- Creates a process to establish criteria recognizing military medics' education and training as equivalent to EMT training.
- Ensures Commonwealth employees serving in the armed forces of another state remain eligible for regular pay and benefits.

### Commitment to Inclusivity and Greater Representation

- Updates the Chapter 115 definition of a veteran to align more closely with the federal definition, expanding eligibility for the annuity, Chapter 115 benefits, Massachusetts Veterans Homes, and other state benefits.
- Updates the definition of a veteran dependent to meet the standard definition of a dependent used by the Probate and Family Court.
- Expands the Veterans Equality Review Board to cover additional protected classes, including race, religion, and age.
- Establishes a new 11-member commission to study challenges faced by veterans and their families and provide recommendations for improving veteran quality of life.

### Modernization of Veterans Services

- Establishes a working group to study alternative mental health therapies for veterans.
- Codifies statutory authority provisions for State Veteran Cemeteries and Chapter 115 medical and dental assistance benefits.
- Modernizes statutory language to improve inclusivity and standardization.
- Allows municipalities to offer veterans the option to receive Chapter 115 benefits via direct deposit or by mail.
- Establishes a military spouse liaison in the Commonwealth to advocate and conduct outreach on behalf of military spouses.
- Creates a Post-Traumatic Stress Disorder Commission.
- Directs the creation and distribution of a flyer with information on benefits, services, and resources for veterans. Employers with over 50 employees must post this notice in the workplace.
- Prohibits individuals from receiving compensation for assisting veterans with matters related to their benefits, except as allowed under federal law.

### Honoring/Recognizing our Veterans

- Directs the Commonwealth flag to be flown at half-staff on National POW/MIA Recognition Day (the third Friday of September).
- Requires the Governor to issue a proclamation on Memorial Day and illuminate certain bridges in gold in recognition of Gold Star families, with EOVS and DOT coordinating this effort.
- Establishes December 20th of each year as United States Space Force Day.
- Adds a representative from a Massachusetts veteran organization to the Behavioral Health Commission, appointed by the Governor.
- Establishes May 22nd of each year as United States Merchant Marine Day.
- Amends existing law to allow municipalities to appoint non-veterans as veterans' graves officers.

<https://www.mass.gov/info-details/hero-act#:~:text=Increases%20the%20Disabled%20Veteran%20Annuity%3A%20Increases%20the%20disabled%20veteran%20annuity,unemployed%20or%20low%20income%20veterans.>

#### ➤ **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: \$2510.00 a month

Married: \$3407.00 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 \$2,500 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.

➤ **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.

<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](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.

<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>

Assistance is also provided 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.
- **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.

The Veterans Services department organizes and participates in events and ceremonies that honor and recognize Veterans' service and sacrifice.

Key highlights from 2024 include:

- Veterans Breakfast featuring a spread of quiche, bacon, coffee, fruit, muffins, and bagels/bread. The event included raffles and a challenge coin as a token of appreciation for their service.
- Holiday Luncheon with raffles and catered food.
- Summer BBQ
- Christmas Coffee Social Yankee Swap.
- The 100th birthday celebration was celebrated for WWII Veteran Murray Cooper.
- Weekly Veterans Coffee Socials at the Senior Center 2-4<sup>th</sup> Tuesday at 10am.
- Coffee Socials at Bayberry Assisted Living on the 1<sup>st</sup> Tuesday and Blair House on the 1<sup>st</sup> Thursday.
- Participated in the Strongwater Farms Veterans Resource Fair.
- Delivering food to Veterans provided by the Senior Center in conjunction with AgeSpan and The Greater Boston Food Bank.
- Memorial Day – Grave flags and Town Common flag garden.
- Provided Thanksgiving and Christmas meals.
- \$100.00 Market Basket gift cards to all Ch. 115 recipients for Christmas from VFW Post 8164.
- Veterans Service Officer certification and accreditation through the Executive Office of Veterans Services.
- Assisted 12 homeless Veterans and moved a family of 5 facing eviction into housing in Fort Devens.
- Assisted Soldier On with their applications for the Veterans Housing.

Finally, contributions from residents, organizations, and businesses, including food, toiletries, clothing, coats, and gift cards, were generously donated 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
- Yanitza Mendez - Clear Path of Veterans of New England Veterans
- Phil Knowlan – Middlesex Sheriffs Association
- John Bushway and the Tewksbury Eagle Scouts
- Betsy Dellorusso - Blair House
- Bayberry Assisted Living
- Piecemaker's – Blankets
- BayState Tent and Party
- Perfecto's
- Vic's Waffle House
- Mastrorilli's Catering = Holiday Luncheon
- Holiday Luncheon donations from Ellen Andre, Karen Theodorus, Richard Frank
- Soldier On
- Elected officials, the Town Manager, the Select Board, 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 and Accredited 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
- LA Field Lighting Project
- Upgrade flooring, windows, and doors at Rec Center
- Upgrade locker room at Police Station
- Replaced existing lighting at Town Hall Annex with new LED fixtures
- New paint and flooring at Town Hall Annex
- Upgrade Town Common electrical panel
- Upgraded infields at Obdens Field and Memorial Field
- Installed new message boards at Senior Center and Library

Every year has proven to be very busy for the Parks and Facilities Department. As the town grows, there seem 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.

Sincerely,

Vincent Bomal  
Parks and Facilities Manager

# TELEMEDIA

The Telemedia Department operates and oversees the Town of Tewksbury’s three PEG channels and supports the town’s audiovisual infrastructure. Our mission is to provide education, transparency, entertainment, and artistic expression. We achieve this by producing high-quality, hyperlocal media in-house and by offering residents access, training, and equipment to create their own content. We produce thousands of hours of original programming each year, airing across our three television channels and streaming online. Regular programming includes municipal meetings, TMHS sports, concerts, school and community events, and more.

In addition to ongoing programming, the Telemedia Department recently installed a state-of-the-art video production studio at Tewksbury Memorial High School. Outfitted with professional-grade, broadcast-quality equipment, the studio rivals many college-level facilities and provides students with hands-on experience in news, sports, live events, and media production. It is used for TMHS morning announcements and media production classes and is available for town and community use.

One of our first significant productions in the new studio was a collaboration between residents and town staff to create a historical documentary about the 1972 Tewksbury Propane Gas Explosion. The program featured never-before-seen photos, survivor interviews, and historical analysis, highlighting the event’s local and national significance. It premiered to a full audience at the Tewksbury Public Library in partnership with the Tewksbury Historical Society.

The Telemedia Department has also expanded its community outreach efforts. We partnered with the Tewksbury Police Department to produce a ride-along series showcasing the work of individual officers. We collaborated with the Tewksbury Senior Center to create a promotional video highlighting its many programs and activities. Additionally, we worked with local organizations and committees, including the Public Health Museum, Lions Club, and 9/11 Community Committee, to promote their services.

We look forward to continuing our success, expanding our reach, and finding new ways to serve the community through innovative media and technology.

If you’re interested in learning how to create your own media or want to explore our programming, visit our website: [www.tewksbury-ma.gov/311/Telemedia-Department](http://www.tewksbury-ma.gov/311/Telemedia-Department)

How to watch:

Comcast	Verizon
<b>Public:</b> Channel 8	<b>Public:</b> Channel 32
<b>Education:</b> Channel 22	<b>Education:</b> Channel 34
<b>Government:</b> Channel 6	<b>Government:</b> Channel 33

Online
<a href="http://www.Youtube.com/TewksburyTV">www.Youtube.com/TewksburyTV</a>
<a href="http://www.tewksbury-ma.gov/312/Video-on-Demand">www.tewksbury-ma.gov/312/Video-on-Demand</a>

Respectfully submitted by:

Brian Dorrington,  
Director

# 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.

In December of 2023, the Town broke ground on a new facility 38,447 square foot facility to be used by both the Department of Public Works and the School Maintenance Department. The existing building was constructed in 1962 and expanded in 1980. The new building will include much-needed employee facilities such as locker rooms, break rooms, shop space and vehicle storage areas. Additionally, the building includes a state-of-the-art Vehicle Maintenance Area, which will include the equipment necessary to maintain and repair the Town's fleet of vehicles and equipment. Construction is ongoing and we anticipate the project to be completed in the summer of 2025.

## **ADMINISTRATION**

The Administrative Division of the DPW oversees the daily operations of the Department and is responsible for all long-range infrastructure planning and budgeting. The Administrative staff are comprised of the Director of Public Works and (2) two full-time clerical staff.

The administrative staff coordinates the Department's daily activities, develop, and manage the annual operating, capital improvement and capital equipment budgets for each Division; prepare personnel and payroll records and process vendor invoices for payment. Administration staff also 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 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 (3) Engineering Project Managers, one GIS/IT Project Manager, and one Permit Coordinator/Administrative Secretary. In 2024, the Engineering Division underwent some notable staffing changes. Arthur Markos, who managed the Town's Stormwater Management Program and also the Town's Pavement Management Program, departed for a position in another municipality. The Engineering Division thanks Mr. Markos for his contributions to the Town of Tewksbury over his eight years as a Project Manager. Christian Mann, a recent graduate of Merrimack College, was hired as Project Manager. Christian Mann previously worked for the DPW Engineering Division as a summer intern and for an environmental consulting firm before being hired as 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 1.72 miles of roadways, which includes roads that were full-depth reclamation and roads that were milled and overlaid. Crack Sealing was completed on Trull Road, Prospect Hill Drive, Beech Street, Driftwood Drive, Sycamore Drive, and Easement Road.
- Construction/Reconstruction of approximately 2,850 feet of sidewalks on Pleasant Street and Chandler Street.

- Completed 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.
- Performed 18 investigations 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.
- Progressed the design of intersection improvements at the Town Center (Main St./Pleasant St./East St./North St.) 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.
- Progressed towards the 25% design of roadway improvements on Shawsheen Street at the intersection of Beech Street, Foster Road, and Patten Road. A preliminary 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) potentially in FY2030.
- Progressed design of new sidewalks on Whipple Road from Pleasant Street to Chandler Street. Began design of improvements to existing sidewalks on Chandler Street from Foster Road to Indian Hill Road and Livingston Street from Roy's Way to Hazel Field.
- Received a \$850,000 grant from the U.S. Department of Housing and Urban Development for Livingston Street Transportation Improvements through Congressman Seth Moulton's office. This project includes multimodal transportation improvements on Livingston Street between East Street and Roy's Way including new sidewalks, improved bus facilities, new crosswalks with rectangular rapid flashing beacons (RRFBs), improved bicycle facilities, and improved pavement surfaces.
- Completed design and bidding of Traffic Signal Improvements to the signalized intersection of Andover Street at North Street. Completed design of Traffic Signal Improvements to the signalized intersection of Andover Street at Ames Pond Drive. Improvements at both locations are expected to be completed in 2025.
- Updated though MassDOT's inventory of Tewksbury's Town-accepted roadways. This update added 13 new roadways to our inventory which increased the mileage of Town-accepted roadways by 1.97 miles. This update will increase Tewksbury's annual Chapter 90 apportionment, which is based on a formula that includes local road mileage as one of the factors in determining the apportionment amount.

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 16,270 linear feet of pipe was cleaned and video inspected in 2024.
- 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 near house #9, which included removal of overgrowth and sediment to restore the storage volume and to allow the basin to perform more efficiently. Additionally, the deteriorated wooden fencing around the detention basin was reconstructed.
- Investigation of 117 catchments and screening and sampling 27 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.
- Progressed design of drainage improvements in the area of Van Buren Road, Marston Street, and Chapman Road.
- Began design of a culvert replacement near #521 Pinnacle Street at Pinnacle Brook. The project involves the replacement of the existing corrugated metal pipe culvert with a similarly sized precast concrete culvert with new headwalls and wingwalls.

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

- Replacement of approximately 10,000 linear feet of water main on Fiske Street, Bailey Road, Chestnut Road, Coolidge Street, Walnut Road, Heath Street, Oak Road, Pupkis Road, and Beech Street. This work was done

to abandon the older, less reliable 2-inch wrought iron, 2-inch plastic, and 6-inch AC, and 6-inch and 8-inch cast iron water mains. The water mains were replaced with ductile iron water main.

- Progressed design of water main replacement projects on Pringle Street, County Road, Grove Street, Pomfret Road, Hill Street, South Street, Benson Road, Lenox Street, Whelan Road, Ash Street, State Street, Hoover Road, Tennessee Road, Oak Street, Trudeau Lane, and South Cross Street for construction planned in 2025 and 2026.
- Received a \$1,936,000 grant from MassDEP for the design and construction of a water main interconnection project with Tewksbury State Hospital. The project will connect Tewksbury State Hospital to Town water through an interconnection located at the end of Orchard Street. Additionally, water main improvements will be made on Livingston Street, East Street, and Chandler Street to improve the water infrastructure for a secondary connection to Tewksbury State Hospital located at the East Street/Livingston Street intersection. Construction is planned for 2025.
- Prepared an initial Lead Service Line Inventory as mandated by the U.S. Environmental Protection Agency and MassDEP as part of a nationwide effort to eliminate lead from all drinking water systems. The inventory contains information on all water service piping connected to the Town's water distribution system. The inventory includes information on water service pipe diameters and pipe materials on both the public-side and private-side portions of the water service piping. This information was not previously required to be tracked and as a result, a large portion of the inventory contains unknown pipe materials and will require further investigations. Notices were distributed to approximately 8,350 properties which had water services where some or all of the pipe materials were unknown and also to approximately 130 properties which had water services contained galvanized pipe materials. Since November 2024, through the Town's OpenGov online system, the DPW received 431 appointment requests for in-home inspections of private-side water service pipes. Over 300 updates were made to our Lead Service Line Inventory since its initial release on October 16, 2024.

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

- Completed design, bid, and awarded a contract for improvements to the Dunvegan Road Sewer Pump Station. Progressed to 90% design of improvements to the Devonshire Road Sewer Pump Station. These improvements will make the pump stations more reliable and reduce the number of after-hours service calls by Town staff. The construction of these improvements to these two pump stations are planned for 2025.

In 2024, the DPW Engineering Division continued utilizing the 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 103 Sewer Permits, 96 Physical Alteration (Driveway) Permits, 67 SASO Permits, 192 Trench Permits, and 89 Water Permits were issued in 2024. The DPW Engineering Division received over 2,300 Dig Safe Tickets in 2024. The Engineering Division continues to maintain the Drain Layer's list for the approved contractors to work on utilities throughout the Town. A total of 65 contractors were Town-Licensed Drain Layers in 2024.

In 2024, the Engineering Division purchased new surveying equipment which will allow for more efficient GPS-based surveys. The new equipment will allow survey data to be sent directly to our online GIS portal immediately following a survey. Additionally, upgrades were made to the Engineering Division's aerial drone, to maintain compliance with the Federal Aviation Administration's new requirements for Remote ID capabilities which the FAA began enforcing in March 2024.

The Town's GIS migration over to an ESRI ArcGIS-based system progressed significantly in 2024. Through the Town's GIS Project Manager, we have expanded our ArcGIS Online presence to allow for increased utilization of this ArcGIS platform. Updates were made throughout the year to the Town's GIS water, sewer, drainage, and zoning mapping. The Town also began collaboration with MassDOT on building applications in ArcGIS Online.

The Division was also able to have a part time Engineering Intern, Josephine Fazio, from Worcester Polytechnic Institute during the summer months and again over the winter break. The Engineering Intern assisted with daily activities within the Engineering Division, prepared the Lead Service Line Inventory in accordance with MassDEP reporting guidelines, and made significant improvements to the tracking of the Drain Layer's licensing program, among other accomplishments. All of Josephine's efforts and hard work were 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 Office of the Inspector General (OIG), Northern Middlesex Stormwater Collaborative (NMSC), Massachusetts Interlocal Insurance Association (MIIA), Occupational Safety and Health Administration (OSHA),

UMass Transportation Center, Massachusetts Municipal Association (MMA), Division of Labor Standards (DLS), and ESRI. Alvaro Mendoza was certified as a Massachusetts Water Distribution Grade 2 Operator-In-Training.

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. Brady Drakoulakos left the Department in December 2024 to pursue a new opportunity. We wish Brady all the best in his new endeavor. 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 2024 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 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/ installed (43) catch basins, replaced/added (2,900) feet of drainage pipe. Through the annual catch basin cleaning program, approximately (2,911) catch basins have been cleaned this year during an annual cleaning. Additional sweeping and cleanings occurred 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 30.2 inches of snow and ice this winter season. Countless hours and dedicated efforts were assigned to battle snow accumulations and maintain safe travel conditions resulting from day melting and night freezing on road surfaces.

The Highway/Forestry staff are also responsible for the maintenance and repair of traffic controls and street signs. Approximately (36) 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, thermo-plastic center and fog lines were installed.

The skill and dedication of the DPW staff while operating heavy duty trucks and other specialty equipment for long hours are unique to the overall winter work operations. Treating the roads with de-icing chemicals and plowing streets, schools, sidewalks and municipal parking lots are completed to 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 (63) trees were removed through efforts of both the town staff and contracted services (including stump grinding). The staff also trimmed an additional (104) 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, consisting of (4) staff members, is responsible for service and repairs to maintain DPW/Water/Sewer equipment and rolling stock. DPW mechanics also maintain other department vehicles including Police, Park, and smaller Fire Department vehicles. The repairs to the larger fire engines are contracted through an outside vendor by the Fire Department. In addition, there are various small engine equipment (lawn mowers, snow blowers, leaf blowers, generators, etc.) that the Fleet Maintenance Division maintains. The Division 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 gas and diesel fuel depot including all records of usage for various town divisions; maintains the facility to comply with all aspects of Department of Environmental Protection (DEP) requirements. All funding for fuels and maintenance activities used by Police, Fire, Park, Senior Center Shuttle and DPW are consolidated into the DPW budget.

In 2021 the Town replaced the 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 number of work orders includes the Fire Department (34), Parks Department (2), Police Department (174) and Public Works Department (314).

The Division staff reviews Public Works equipment inventory annually and makes recommendations for replacement within the capital budget. In calendar year 2023 the DPW ordered but had not yet received (7) pieces of equipment. In the calendar year 2024, the DPW ordered and received (10) pieces of equipment from back orders and new orders. Supply chains have been slow to recover, and the normal delivery windows have been extended beyond the calendar year. This makes the 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, 2024, 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

The Assistant Director of Utilities, Scott Brinch, resigned in 2024. The Assistant Director of Highway/Forestry/Fleet, David Lizotte, was promoted to oversee the Water and Sewer Divisions. Additionally, Alec Drakoulakos left the Department for another opportunity. We wish both Scott and Alec all the best in their future endeavors. During the summer of 2024, the Department was fortunate to have seasonal assistance from Jack Callahan and Sean Hirtle. These college students and Tewksbury residents assisted with various summer activities in the Water and Sewer Division including vegetation management at the pump stations and hydrant painting from May through August.

In 2024 the Division retained the same eight operations employees from last year. There remains an open Supervisor position and staff are working towards licensing requirements to potentially be promoted to Division Supervisor.

The 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 2024 staff addressed 22 water main breaks and 14 water service connection leaks. Each of these water main/service repairs required the trench surface to be restored. Staff responded and processed roughly 2,253 DigSafe mark-out requests. The Summer of 2024 saw increased water consumption in town due to lower-than-average precipitation. This increased water flow likely accounted for the number of breaks that occurred. Staff also replaced water meters of assorted sizes to better measure system water consumption in addition to installing (17) secondary water meters; in recent years there has been an increase in commercial installation. In addition to meter installations, staff also replaced 427 registers and MTUs, as well as responded to routine meter issue calls. The Town repaired / replaced outdated and/or non-functional fire hydrants. Division staff regularly assisted the Highway/Forestry Division with snow and ice operations throughout the winter season.

The water system suffered a major break on July 27, 2024 and subsequent water outage caused by a water main break on Main Street near the Shawsheen River. The water was discharging directly into the river making it challenging to locate the break. Due to its location, and Astle Street water tank down for maintenance, the Town lost a substantial amount of water pressure and the flow of water throughout the distribution system changed directions. Water pressure and levels were restored but this created a large amount of sediment disturbance within the system that required a week of heavy flushing to scour the pipes and clear the materials. 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. Unfortunately, the break required the Town to flush during the day and into the night, which caused some residents who attempted to use water to have heavily discolored water enter their home.

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 pump stations and gravity 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 into the trash.

The employees of the Water & Sewer Division continue to provide excellent service to the customers they serve and may be called to respond 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 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 2024 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: 612

Total number of facilities surveyed: 477

Total number of tests performed: 2,102

### **WATER TREATMENT**

Staffing levels for the Water Treatment Division include eleven (11) full-time staff. As of December 31st, 2024, the Division had 12 of 13 positions filled, as follows:

- 1 Chief Operator
- 1 Deputy Chief Operator
- 3 Operators (1 vacancy)
- 3 Assistant Operators
- 1 Residuals Facility Operator
- 1 Chemist
- 1 Backflow/Cross Connection Coordinator
- 1 Maintenance Mechanic

In 2024 the Division had three employee departures and four new hires. In February, Rose Doherty left for a position in another community. In July 2024, Robert Miner retired after 25 years with the Town and in October 2024, John Salerno retired after 35 years with the Town. We wish Ms. Doherty, Mr. Miner, and Mr. Salerno all the best in their future endeavors.

The Division hired three new Assistant Operators, Cameron Bomal, Adam Donovan, and Michael Sheehan, all of whom are currently in training for their Treatment Operator's Licenses. Stephen Bastek was hired as the Maintenance Mechanic for the Water Treatment Plant. Mr. Bastek has experience with building systems including electrical circuitry and HVAC. 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. On May 2, 2024, the laboratory was Certified by the Massachusetts Department of Environmental Protection for the analysis of potable water. This certification is due to the hard work of the Chemist, Kaylyn Michaud, and Consultant Al Carifio.

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:	950.9 Million Gallons
Average Water Usage per day:	2.61 Million Gallons per day
Maximum Day:	4.489 million gallons on July 28, 2024

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](http://www.tewksbury-ma.gov/265/Water-Sewer-Division).

Respectfully Submitted by:

Kevin Hardiman, P.E., Director of Public Works, Tree Warden  
Andrew Stack, P.E., Town Engineer  
David Lizotte, Assistant Director-Forestry/Highway/Fleet/Water/Sewer

# COMMUNITY ACTIVITIES

**Public Library Trustees**

**Council on Aging**

**Historical Commission**

# PUBLIC LIBRARY TRUSTEES

## Tewksbury Public Library Board of Library Trustees' Annual Report

### Board of Library Trustees, 2024

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 Tewksbury Public Library is a transformative place for residents of all ages to learn, discover and connect. The Tewksbury Public Library offers the community opportunities for enrichment, engagement and empowerment through its collections, staff services, events, and partnerships with allied organizations. In addition, the Tewksbury Public Library provides library services that are accessible and inclusive and that: ENRICH intellectual growth for all ages; ENGAGE in the life of the community, and EMPOWER human connection. (A Library for All, TPL Strategic Plan, 2025-2028)*

In 2024, the library celebrated its 25<sup>th</sup> anniversary of being located at 300 Chandler Street. Many updates and improvements have been made to the facility and grounds over the years, and there are still a few projects left to do! Trustees and library staff members appreciate the support of our community in funding ongoing maintenance and improvement of the library. Some of this year's improvements include:

- Selecting and installing wayfinding signs throughout the building;
- Installation of a new electronic lawn sign to advertise library events;
- Installation of ADA compliant changing tables in the first-floor restrooms, and
- Working with the Arbor Day/Tree City USA committee to plant two young shade trees behind the library thereby supporting habitats and ecosystems in our area.

Two new services were implemented in 2024. In the spring, we unveiled a new Seed Library with which we encourage everyone in the community to borrow seeds, grow them, and at the end of the growing season, save the seeds from your plants and bring them back to the library to share with neighbors during the next season. In the summer, with the assistance of the Facilities Department, we installed a Little Free TPL at Livingston Park. Created to encourage reading in all ages, the Friends of the Library allow us to take a few books each month from book donations to stock the Little Free TPL. We worked with the Tewksbury Garden Club to present "Art in Bloom" a lovely and fragrant display of plant arrangements based on fine art, and the art found in library books. We continue to appreciate the monthly displays they share with the library.

Library staff members continued with training virtually and in person. Several policies were updated or created and approved including: Collection Development; Museum Passes; Food and Drink in the Library; Study Room Use, and Electronic Sign Board Use. In addition, the Board of Library Trustees approved the 2025-2028 Strategic Plan, "A Library for All." All policies and the Strategic Plan are located on the library website. One part of the Strategic Plan focusses on improving access to all library services so we can better serve those residents with disabilities as well as those with neurodivergences which make it more difficult to use the public library. An accessibility plan is underway.

Library usage continued to increase in 2024 in all areas. Please see the infographic on the following pages for details. 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. Our efforts to connect with those in the 20s & 30s demographic have been very successful. We continue to receive program funding support from the fabulous Friends of the Tewksbury Public Library, the Tewksbury Cultural Council, and the Corning Foundation. 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.

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. 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, Head of Youth Services  
Katrina Lewin, Children’s Services, (January through August)  
Renee Pawlowski, Children’s Services (October)  
Kathleen MacFarline, Reference Librarian, part-time  
Annalisa Moretti, Information Services

**Library Associate:** Jeanne Swartz, Circulation Supervisor

**Specialists:** Haley Lawrence, Children’s Services, resigned  
Laura Falardeau, Children’s Services

**System Administrator:** Anne Kelley, Technology Services

**Clerical Assistants:** Michelle Blaikie, rehired  
Danielle Driscoll  
Laura Falardeau, promoted to Children’s Specialist  
Gail Holland, retired  
Christine Hollis  
Kate Jennings, assigned to the Teen Department  
Ruby Struble  
Theresa Troiano, part-time  
Aaliyah Williams

**Library Shelves:** Lucia Alvarado & Jeanne Landers, part-time

**Maintenance:** Joseph Fiumara

**Library Hours, 2024:**

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.**

# 2024 | Year in Review

## Top Checked Out Titles

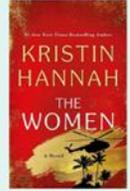
### Children's Books



### Teen Books



### Adult Books



### Teen Board Games



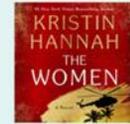
### Children's Audiobooks



### Teen Audiobooks



### Adult Audiobooks



### Children's Board Games



### Children's DVDs



### Teen DVDs



### Adult DVDs



Visitors to the Library  
**109,663**

**186,882**  
Items Checked Out

**1,188**  
New library cards

**8,926**  
Computer Uses  
**55,742**  
Print, Fax, Scan Jobs

**1,214**  
Programs Offered

**145,371**  
Program Attendance

**40,869**  
eBook, eAudiobook, &  
magazine check outs  
on Libby and hoopla

**326,458**  
Website Visits

**983**  
Museum Pass Checkouts

**Thank you for supporting your library!**

# 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 2024. We applied for and received the Behavioral Health Outreach for Aging Populations (BHOAP) Grant offered through the Executive Office for Elder Affairs. We were awarded the grant for two fiscal years and is a continuation of the former Elder Mental Health Outreach Teams (EMHOT) grant previously awarded by the Massachusetts Councils on Aging. This funding has allowed us to continue providing extensive outreach resources and mental health counseling at no cost to individuals, ensuring services are accessible to those in need.

Our activities programming remained strong, promoting engagement and socialization through day trips, memory cafés, and informative presentations offering valuable resources for older adults. Our mission is to combat the isolation that comes with aging while ensuring that available resources are effectively disseminated, enabling individuals to continue aging in place.

In 2024, we expanded our intern program to include Boston University and Salem State University, allowing us to continue our outreach efforts into Tewksbury, Wilmington, Tyngsboro, Chelmsford, and Billerica under the BHOAP grant. This initiative provided valuable educational experience for interns while expanding our services. The Outreach Coordinator/Program Manager, along with a grant-funded caseworker and interns, developed a robust program, including a health fair coordinated with the Tewksbury Health Department, veteran support groups, UCLA memory classes, one-on-one clinical therapy, and assistance with financial and medical applications.

Our collaborations with local colleges have fostered relationships with other institutions, which we hope will lead to additional cooperative opportunities with students pursuing Social Work and Mental Health degrees. We continued working with AgeSpan to provide farmers' markets, farmers' market coupons, mobile market distributions, and case management. Additionally, we partnered with the public library to host indoor Winter Markets in January, February, November, and December.

The Council on Aging serves the 60+ population and encourages those approaching age 60 to participate in programs. In 2024, 99.4% of our attendees were over the age of 60. We continued reaching homebound elders through social media, the Town Website, our Outreach services, the Tewksbury Carnation, and our monthly newsletter.

## Highlights from 2024

### Outreach & Support Services

- **Hosted:**
  - LGBTQ+ Monthly Rainbow Social, including special events such as a Halloween Drag Queen Bingo.
  - Movies in our Media Room in partnership with TPL.
  - COVID, Flu, and RSV vaccination clinics at the senior center.
  - AARP tax preparation services.
  - Massachusetts Senior Shuffleboard Games and weekly participation.
  - Massachusetts Law Attorney workshop.
  - Monthly behavioral health workshops with the case worker.
  - Weekly Veterans' coffee gatherings facilitated by the VSO at the Tewksbury Senior Center.
  - Annual Veterans' breakfast.
  - First annual health fair.
- The SHINE program thrived with a dedicated counselor available by phone and in person to assist with Medicare and Medicaid needs.

- We provided outreach to residents over age 60, extending services to surrounding communities under the BHOAP grant.
- We facilitated support groups, including Caregiver, Low Vision, Parkinson's, MS, Men's, Buried in Treasures, and Bereavement groups.
- Assisted residents with Fuel Assistance, SNAP, Housing, MassHealth recertifications, and other applications both at the Senior Center and through home visits.
- Provided transportation for the annual ELK's Thanksgiving dinner.
- Organized Equine Therapy sessions with Strongwater Farm under the Hybrid program grant.
- Introduced new engagement opportunities such as Meditation, Cardio Drumming, Brains and Balance classes, and Technology workshops.
- Collaborated with local police, fire, board of health, and AgeSpan to support older adults' needs, including the development of clutter image cards for emergency responders to identify and report hazardous situations.
- Participated in the Regional Hoarding Task Force with surrounding communities.

### **Transportation**

- Expanded transportation services with an additional driver and minivan, increasing capacity for medical appointments and senior center visits.
- Continued mobile market bag deliveries and weekly grocery shopping trips for those unable to access stores.
- Provided daily transportation for medical appointments, personal care, and social activities.
- The LRTA received a grant allowing free transportation for older adults until September 30, 2025 or until funding runs out.

### **Health & Wellness**

- Foot care clinics are held twice a month, with additional sessions as needed.
- Town Nurse visits twice weekly for BP clinics.
- Weekly Reiki sessions are provided at no cost.
- Monthly dental consultations were offered by a local dentist volunteering his time.
- Monthly hearing checks were performed by At Home Hearing

### **Nutrition**

- Tenth year as a distribution site for the Greater Boston Food Bank's Brown Bag Program, assisting 15 surrounding communities.
- Continued participation in AgeSpan's Farmer's Market program, delivering fresh produce to income-eligible elders.
- Active involvement in the federally and state-funded Senior Nutrition Program, hosting daily congregate meals and serving as a Meals on Wheels distribution site.
- The fourth year of the successful Seeds of Hope gardening project, providing fresh vegetables through self-watering raised garden beds purchased through a Service Incentive grant with the State.

### **Personnel**

- Staff completed various training programs, including CPR/First Aid, Dementia Friendly Training, and LGBTQ+ Cultural Competency.
- Hosted three MS-level Social Work interns from Boston University and Salem State.
- Retained a caseworker under the BHOAP grant to manage support groups and outreach services.
- Hired an additional part-time van driver, bringing our transportation team to four drivers and one full-time Transportation Coordinator.
- Over 100 volunteers assisted in running programs, events, and senior center operations.
- We received a Service Incentive Grant allowing scholarships for Adult Day Health attendance and free transportation to the program as well as in home respite care.

## Facility

- The Senior Center is home to several community groups, including the Golden Age Club, The Swinging Senior Chorus, The Friends of the Elderly, and The Silvertones.

## Fitness & Recreation

- Offered 21 weekly fitness classes led by certified instructors, including evening options.
- Three separate Bone Builders classes, meeting six times per week, with 60 active participants and a growing waitlist.
- Weekly shuffleboard games, including hosting the Massachusetts Senior Games.
- Provided a variety of recreational activities, including art classes, Zingo, billiards, Wii Bowling, Mah Jong, card games, and more.

## Community Engagement

- Partnered with TMHS Girls Basketball Team for a gingerbread house decorating event.
- Two memory cafés hosted providing respite for caregivers and engaging activities for loved ones.
- Organized a Christmas concert by the Swinging Seniors.
- Participated in Fall-O-Ween in October
- Hosted a volunteer appreciation luncheon with entertainment sponsored by a cultural council grant.

## Senior Center Information

- **Hours:** Monday, Wednesday, Thursday: 7:30 AM – 4:30 PM  
Tuesday: 7:00 AM – 6:00 PM  
Friday: 7:30 AM – 12:30 PM
- **Phone:** 978-640-4480
- **Fax:** 978-640-4483

### Council on Aging Staff

Director- Janice Conole  
Executive Secretary – Tammy Duggan  
Maintenance Person- Gregory Corcoran  
Community Outreach Coord- Christina Hess  
BHOAP Case Worker – Susan Timmons  
Activities Coordinator- Diane Dunlevy  
Van Driver/Trans Coord- Gail Deakoff  
Van Driver- Ralph Natola (Part-time)  
Van Driver – Jim Sasso (Part-time)  
Van Driver – Gus Maniscalco (Part-time)  
Van Driver – Nancy McCarthy (Sub)

### Council on Aging Board Members

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

# 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 to address historically significant town topics, including oversight as described in the town’s Demolition Delay Bylaw. The Board of Selectmen is the appointing authority for the Commission.

**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. Please visit our website at [www.tewksburyhistoricalsociety.org](http://www.tewksburyhistoricalsociety.org) and Facebook page at [www.Facebook.com/TewksburyHistoricalSociety](http://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.

Respectfully Submitted,

Nancy Reed, Chair  
THE TEWKSBURY HISTORICAL COMMISSION

# **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 10,186 times in 2024. There were 67 responses to fires. Engine companies provided residents with lift assistance 342 times in 2024, and the ambulance responded to 4,793 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 2024, 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 2024, 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](http://www.tewksbury-ma.gov).

The Fire Department consists of 60 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. 2024 was the first full calendar year that we staffed a second dedicated ambulance, 7 days a week 7:00am- 7:00pm and when there was a full complement of Firefighters in for night shifts. This has proven to be a great benefit to the residents of the Town. 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 apparatus 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, and Lt. Keddie, we were able to get an EMPG grant through MEMA which allowed us to purchase much needed equipment to be prepared for electric vehicle fires. We also received an EMPG grant to purchase equipment to safely handle lithium-ion batteries that have been compromised. We also

received a State Fire Equipment grant which we used to purchase the latest E-draulic extrication tools which were placed into service on one of our fire engines. Both individuals have worked tirelessly to apply for and receive grant money for our department. During this past year we have been able to provide full body ultrasounds, heart and cancer screenings through funding from federal and state grants, that allowed our members to have early detection to any health concerns.

In 2024 the average age of our members was 41 years old. The fire officer's average age was 49 years with an average of 22 years of experience in the Department. The firefighters average age was 44 years with 15 years of experience and EMTs assigned to the ambulance average age was 31 years with four years' experience. In 2024, Lieutenant Patrick Doherty and Firefighter Tim Holden retired with over 30 years' experience each. FF/EMT Taylor Brothers was named Co-EMS Coordinator along with FF/EMT Charlie Lucia. These individuals ensure that we stay in compliance with OEMS, as well as handle the ordering and tracking of the medical equipment needed and are both doing a great job. Firefighter Mike Merrill was promoted to Lieutenant. We also hired two new Firefighter/EMT's, Kyle Maga and William Giasullo, this past year and both successfully passed the Massachusetts Fire Academy.

Lieutenant Al Rosemond, our Training Officer, continues to implement many programs both utilizing online and hands-on training. He also has been an integral part of the Fire Prevention Office. He assisted in bring the Mass Fire Academy into our station to conduct "Save yourself" training for members, which is an intensive multi day program going over and practicing techniques that could assist a Firefighter in a dangerous life-threatening situation. All members of the Department took part in this training. The members of this Department continue to do an outstanding job providing both emergency and non-emergency public assistance throughout the year without interruption; credit to their dedication, professionalism, and ability to problem solve to get the job done. Executive Secretary Jeanne O'Brien 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 provides Tewksbury residents who have a significant medical history with 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 2025, 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, 2024

		<b>Year of Hire</b>	
<b>FIRE CHIEF:</b>	Joseph W. Kearns	1995	
<b>DEPUTY CHIEF:</b>	Paul Guttadauro	1994	
<b>CAPTAINS:</b>			
	Jeff Giasullo Sr	1995	
	David Carney	1995	
	Kenneth Sandberg	2003	
	Scott Austin	2003	
	Daniel Sawicki	2004	
<b>LIEUTENANTS:</b>			
	Marc Bourdon	2013	
	Peter Bielecki	2014	
	David Giasullo	2012	
	Joseph Fortunato	2001	
	David Karlberg	2001	
	Robert Keddie	2011	
	Brian Mackey	2009	
	Timothy Mancusi	2014	
	Russell McGlaufflin	1989	
	Christina Merrill	2003	
	Mike Merrill	2004	
	Alan Rosemond	1995	
	Derek Welch	2016	
<b>FIREFIGHTERS:</b>			
	Joel Altavesta	2014	Blake Hery 2021
	Shawn Bradley	2015	Justin Hubbard 2018
	Peter Brekalis	2021	Daniel Kasprzak 2013
	Jacob Brothers	2021	Justin Lamoureux 2015
	Patrick Brothers	1995	Charles Lucia, Jr. 2018
	Patrick Brothers Jr.	2021	Kyle Maga 2024
	Taylor Brothers	2023	Jason McNamara 2021
	David Conley	2023	Paul Mugford 2021
	Andrew DeMaio	2023	John O'Leary 2017
	Joseph Dogherty	2017	Christopher Reppucci 2021
	Michael Donovan	2022	Henry Roberts 2020
	Todd Elliott	2006	Peter Smith 2017
	Paul Farias	2023	Jonathan Tammaro 2021
	James Fitzpatrick	2011	Brandon Tanguay 2021
	Jay Fagone	2020	Christopher Teixeira 2017
	John Fowler	2004	Derek Temmallo 2017
	Jeffrey Giasullo, Jr.	2019	Tyler Welch 2014
	Michael Giasullo	2011	Michael Willey 2017
	William Gosse	1995	Daniel Yost 2004
			Caitlin Halliday 2023
<b>EXECUTIVE SECRETARY:</b>	<b>Jeanne O'Brien</b>	2015	

# INCIDENT ANALYSIS/PERMITS AND INSPECTIONS

<b>Incident Analysis</b>	<b>2024</b>
<b>Fire/Explosion</b>	<b>67</b>
<b>Overpressure/Rupture</b>	<b>6</b>
<b>Rescue Calls including Medical Assist</b>	<b>3,227</b>
<b>Hazardous Condition</b>	<b>85</b>
<b>Service Calls</b>	<b>941</b>
<b>Good Intent Calls</b>	<b>362</b>
<b>False Calls</b>	<b>679</b>
<b>Severe Weather/Natural Disaster</b>	<b>2</b>
<b>Special Type/Complaint</b>	<b>1</b>
<b>Undetermined</b>	<b>23</b>
<b>Ambulance Calls</b>	<b>4,793</b>
<b>Department Responses</b>	<b>10,186</b>
<b>Permits &amp; Inspections</b>	<b>3,309</b>
<b>Department Responses</b>	<b>Total</b>
<b>1980</b>	<b>2,161</b>
<b>1990</b>	<b>3,160</b>
<b>2008</b>	<b>5,998</b>
<b>2009</b>	<b>6,115</b>
<b>2010</b>	<b>6,454</b>
<b>2011</b>	<b>6,701</b>
<b>2012</b>	<b>6,630</b>
<b>2013</b>	<b>7,009</b>
<b>2014</b>	<b>7,565</b>
<b>2015</b>	<b>7,896</b>
<b>2016</b>	<b>8,135</b>
<b>2017</b>	<b>8,531</b>
<b>2018</b>	<b>8,609</b>
<b>2019</b>	<b>8,930</b>
<b>2020</b>	<b>8,177</b>
<b>2021</b>	<b>9,288</b>
<b>2022</b>	<b>9,629</b>
<b>2023</b>	<b>10,375</b>
<b>2024</b>	<b>10,186</b>

# POLICE DEPARTMENT

The mission of the Tewksbury Police Department is to reduce crime, and the fear associated with crime; by providing the best possible service we can provide with the utmost integrity; by engaging the citizens with a community policing philosophy. Our objective is to improve the quality of life through community and inter-agency partnerships to thereby promote a safe and secure community for all. At full staff, the Department is comprised of 67 sworn officers and 6 full-time civilian support personnel. The Department's resources are being expended on the prevention, response, and investigation of property crimes, traffic accidents, issues associated with mental health/substance use disorder, and crimes of violence.

***On February 7, 2024, we received accreditation through the Massachusetts Police Accreditation Commission.*** This was a 3-year project that was a complete overhaul of our policies and procedures, which is a tremendous feat. This is the first time in the department's history that we have become an accredited police department.

We continue to enhance our Community Policing efforts and engage with the community in a positive way. We ran successful programs, such as the Kick off to Summer Event, the Junior Police Academy, Fall-o-Ween, the TPD Baseball Card Trading program, Wal-Mart Gift Card give away, TMHS Pathway to Criminal Justice Class, Pizza with the Police, Cocoa with a Cop, Coffee and Milk with a Cop, Shop with a Cop, Cone with a Cop, Tip-a-Cop, The TPD vs. TMHS Charity Basketball game, Bingo with the Police, and the Citizen's Police Academy. These programs have increased our community oriented social media presence. We will continue to find innovative ways to engage with the community in a positive way, as the feedback from the community has been extremely positive.



The total number of incidents logged in the Department's Records Management System in 2024, which include calls-for service, motor vehicle stops, and all patrol-initiated activities, is 45,157. Arrests remain under 500 this year, reaching 422 which is an 11% decrease from 2023. In 2024, simple assaults have increased by 110%; burglaries are up by 28%; thefts from a building are up 200%; thefts from a vehicle are up by 5%, and the number of shoplifting incidents are down by 51%. Drug activity, arrests, and offenses have decreased by 6%; while operating under the influence incidents increased by 15%. Department personnel have responded to 871 motor vehicle accidents and have issued 4,616 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 10,092 proactive building checks; 11,318 area checks, and 3,708 motor

vehicle stops in an ongoing effort to reduce crime, and the fear associated with it. Department personnel responded to 50 reported drug overdoses in 2024, which is a 29% decrease in non-fatal overdoses. The number of overdose deaths decreased from 5 to 1, which is an 80% 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 by providing real-time support and resources to members of the community having a mental health or substance use crisis. Our co-response clinicians have followed up on 902 referrals, which is an increase of 6%, on individuals who sworn members of the Department have had an encounter with. These individuals need substance use and/or mental health resources, support, and/or 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,

A handwritten signature in blue ink, appearing to read "R. Columbus".

---

Ryan M. Columbus  
Chief of Police

# POLICE DEPARTMENT ROSTER

**Chief of Police:** Ryan Columbus 2000

**Deputy Chief of Police:** Brian Farnum 2004  
Alysia Columbus 2008

**Administrative Director:**

**Lieutenants:** Patrick Connor 2010  
Patrick Harrington 2003  
Matthew Donovan 2018  
Dennis Peterson Jr. 2004

**Detective Lieutenant:** Michael Donovan 2008

**Sergeants:** Steven Torres 2000  
Thomas Cooke 2002  
Joseph Kelley 2004  
Michael Newcomb 2010  
Shane Gallagher 2014  
Christopher Lefebvre 2010  
Peter Murray 2020  
Christopher Byrne 2011  
Lauren Strong 2020  
Joseph Mendonca 2016  
Andrew Donovan 2020

**Detective Sergeant:** Michael McLaughlin 2011  
Ryan Hunt 2017

**Court Prosecutor:** James Williams (Lt) 1996

**K-9 Officer:** Colin Trelegan (Lt) 2016  
Stephen Quinn 2014

**Detectives:** Matthew Rowe 2014  
Joshua Barbera 2019  
Ryan Sughrue 2021  
Nicholas Ciaramella 2020

**Narcotics Unit:** Christopher Bettano 2019  
Kayla Gordon 2018  
Michael Vasconcellos 2013  
Patrick Ryan 2023

**Evidence Officer:** Kaitlin Vasconcellos 2013

**School Resource Officers:** James Ryser 2009  
Eric Hanley 2002  
Robert Bjorkgren 2003  
Stephanie Casino 2023

**Traffic Unit:** Christopher Adams 2015  
Paul Nicosia 2008  
Christopher Scott 2002

**Family Service Officer:** Kimberly O'Keefe 2002

**Comm. Service Officer:** Jennie Welch 2003  
Jacob Saad 2022

**Executive Assistant:** Laura Custance 2019

**Secretaries:** Marcia Vitale 2018  
Jo-Ann Harris 2020  
Diane Catyb 2022  
Cindy Ponte 2023

**Part-Time Clerk:** Carol Alari 2022  
Michael Bono 2023

**Facility Maintenance:** Mike Sakovich 2022

**Mental Health Regional Director**

**Mental Health Clinician:** Kelley Finneran 2022  
Amanda Grant 2024  
Kaitlin Twomey 2024

**Patrol Officers:** Markus McMahon 2001  
Arthur Piccolo 2002  
Karen Capuano 2003  
Robert Bjorkgren 2003  
David Miano 2010  
David Duffy 2011  
Nicholas Ciaramella 2020  
Christopher Scott 2002  
Michael Pelrine 2020  
Peter Knoops 2020  
Ryan Sughrue 2021  
Chy Lim 2021  
Dennis Kelleher 2021  
Michael Jones 2022  
Alexander Bourassa 2022  
Matthew O'Brien 2022  
Jacob Saad 2022  
Charisaa Edmonds 2022  
Ryan Sheehan 2023  
Stephanie Casino 2023  
Derek Schumaker 2023  
Charles Emerson 2023

**Patrol Officers (Continued):**

Dylan Cuccio 2023  
 Timothy Oteri 2023  
 Zachary Jacobs 2023  
 Katrina Valeri 2023  
  
 Patrick Ryan 2023  
 David Aznavoorian 2023  
 Matthew Cronin 2023  
 Michael Storti 2024  
 Isaiah Walker 2024  
 Kevin Carta 2024  
 Sarah McConaghy 2024

**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  
 Craig Tanguay  
 Matthew Van Horn  
 John Voto

**Traffic Guards:**

Kevin Boodoo  
 Evan Boudreau  
 Patrick Doherty  
 Michael Donahue  
 John Donoghue  
 Joseph Fortunato  
 Lee Gath  
 Joann Harris  
 Mark Hildebrand  
 Rick Hopkinson  
 John Jarek  
 Scott Keddie  
 David Levy  
 Richard Lumsden  
 Jason McNamara  
 James O'Hare  
 Stephen Peltine  
 Daniel Sawicki  
 William Schwalb  
 Daniel Sitar  
 Brian Warren  
 Mark Woods

**Crime Statistics 2024:**

Forcible Rape 15  
 Robbery 3  
 Assault Aggravated 186  
 Assault Intimidation 72  
 32  
 Burglary/Breaking and Entering  
 Shoplifting 80  
 Theft from Building 6  
 Theft from Motor Vehicle 21  
 Thefts (all other) 164  
 Theft of Motor Vehicle 24  
 Counterfeiting/Forgery 19  
 False Pretense/Swindle/Confidence Game 45  
 Embezzlement 6  
 Destruction/Damage/Vandalism of Property 72  
 Drug/Narcotic Violations 1131  
 Disorderly Conduct 11  
 Driving Under the Influence 82  
 Drunkenness 6  
 Trespassing 8  
 Liquor Law Violations 3  
 All Other Offenses 362  
 Arrests 422  
 Citations 4616  
 Alarms 768  
 Reports 236  
 Accidents 599  
 Call Volume 45,157

# **EDUCATION SCHOOL DEPARTMENT**

**Personnel & Retirees**

**School Department Budget**

**John & Abigail Adams  
Scholarship**

**School Committee  
Recognition**

**Student Services &  
Special Education**

**Superintendent of Schools**

**Community Scholarship  
Awards**

**TPS Enrollment**

**Public School Employee  
Salaries**

**Shawsheen Valley Regional Vocational Technical School District**

# SUPERINTENDENT OF SCHOOLS

## **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 2023-2024 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.

During the 2023-2024 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. The district is in the second year implementation of the K-6 Expeditionary Learning (EL) Literacy Program, and Pre-School Frog Street Program. The district continues to expand the College and Career opportunities for differentiated programming and professional career pathways together with several industry partners for our Engineering Innovation Pathways and the Town Tewksbury Police Department’s Criminal Justice pathway. At TMHS we continue to expand our Dual Enrollment Early College course opportunities through Southern New Hampshire University (SNHU) and Middlesex Community College (MCC). 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 presented the 23-24 District Goals: With the Vision of a Learner (VoL) as our priority, all of our major goals support and feed into that. The VoL embraces the following key attributes for all of our students at every grade level to be successful at: Collaborative Learning; Creative Problem Solving; and Effective Communicators.

The 5 goal areas our action plans address at the District level and within every school’s goal setting are:

- Data-Driven Decision-Making;
- Strengthening Instructional Support For Improved Student Learning;
- Implementation of the TPS Vision Of A Learner;
- Improved Literacy For All;
- Improved Communications.

As we strive to improve communications for our community stakeholders, TPS updated and strengthened its social media presence through a District Facebook page (<https://www.facebook.com/TewksburyPublicSchools>) and monthly newsletters for our school community families found at <https://www.tewksbury.k12.ma.us/district-news/tps-district-newsletter/>.

## **Personnel**

The Tewksbury Public Schools welcomed back our staff on August 28, 2023 announcing that we have 99 staff with over 20 plus years in the district. In addition, 43 new staff joined our team in varying roles during the 2023-2024 school year including key District leadership roles: Assistant Superintendent, Ms. Nancy Milligan was announced on April 10, 2024; Interim Director of Special Education and Student Services, Ms. Candace Tharttett was announced on April 10, 2024, and Interim Assistant Director of Special Education and Student Services was announced on June 24, 2024.

## **2024 TPS Retirees**

The district recognized and honored the 2024 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 Administration Office**

Maria Cutelis, Executive Secretary - 24 Years of Service

### **Tewksbury Memorial High School**

Jennifer Arnold, Art Teacher - 21 Years of Service

Donna Boudreau-Hill, Social Studies Teacher - 24 Years of Service

Janet Gordon, Science Teacher - 20 Years of Service

### **John W. Wynn Middle School**

Elaine Sinclair, Case Manager - 19 Years of Service

### **John F. Ryan Elementary School**

Susan Hogan, Case Manager - 20 Years of Service

### **Heath Brook Elementary School**

Laura Sullivan, Food & Nutrition Services Manager - 25 Years of Service

### **Center Elementary School**

Lori Hyland, Grade 3 Teacher - 28 Years of Service

Susan Mulno, Grade 3 Teacher - 22 Years of Service

### **Curriculum and Assessment - Nancy Milligan, Assistant Superintendent of Schools**

The Tewksbury Public Schools' curriculum aligns with Massachusetts Curriculum Frameworks to ensure students master essential learning objectives across all subjects. The comprehensive curriculum resources enable teachers to develop cohesive lesson plans and robust assessments, while understanding how different subject areas interconnect and help support the journey of the student. Beyond the core academic framework, the District is monitored by Massachusetts Department of Elementary and Secondary Education (DESE) through its Tiered Focused Monitoring program (TFM), which includes oversight of the district's Special Education services, Civil Rights compliance, and English Language Learner support.

### **Massachusetts Comprehensive Assessment System (MCAS) - Nancy Milligan, Assistant Superintendent of Schools**

The Department of Elementary and Secondary Education (DESE) released statewide MCAS test results from the spring 2024 exam. It is important to note for the 2024 MCAS results that overall, all grade levels saw declines in the percentage of students in the meeting or exceeding proficiency categories for this year, except for science. The Tewksbury Public Schools were categorized as "Not requiring assistance of intervention" across all buildings. Grades 3 through 8 performed at the state average for meeting expectations on the 2024 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 2024 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. The district and school report card provides information on how our district and schools are performing in various areas. The report card includes multiple measures of a school's performance – more than just MCAS scores. It provides valuable information about student achievement, teacher qualifications, learning opportunities, and other key indicators. These report cards are useful tools for families, educators, and community members to better understand how to support students and schools effectively. The Tewksbury Public Schools' report card is available at [School and District Report Cards - Massachusetts Department of Elementary and Secondary Education](#).

### **School Department Budget – David Libby, School Business Manager**

The budget for the 2023-2024 year, excluding Exempt Debt, was \$66,567,098 or an increase of \$ 2,483,049 (3.87%) as compared to the amount budgeted in the prior year. The composition of the budgeted increase for FY24 by major cost categories is as follows: Salary increasing by 2.83%; Operating costs increasing 9.48%; Capital Costs decreasing by 43.33%; and Fixed Costs increasing by 4.87%. Despite these ordinary increases to the budget, the school department was able to end the 2023–2024 year modestly favorable to the budget. Some staffing levels were reduced at grade levels and subject areas where appropriate, due to reduced student population in those areas. During the 2023–2024 year, the school department received Federal & State Grant funding totaling \$1,921,852.

The budget for the 2024–2025 year, excluding Exempt Debt, is \$69,320,104 or an increase of \$2,753,006 (4.14%) 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 4.82%; Operating increasing by 1.72%, Capital Outlay decreasing 88.92% and Fixed Costs increasing by 4.14%. As of February 1, 2024, the Federal & State Grant funding for the 2024–2025 year is earmarked at \$1,654,442. The FY25 grant funding is \$267,410 less than the FY24 grant amount, unfortunately forcing the reduction of some grant-funded programming that was previously available.

The new Center Elementary School has been opened for the equivalent of two full school years and some of the impact of the building's operational expenses are now affecting our maintenance contracted services costs. The Business Office and Maintenance Department will continue to closely monitor all building systems operating costs associated with the new school and work to minimize the impact. The School Committee as well as School Administration is very confident that they can continue to maintain our educational program and provide our students with a quality educational experience with this level of funding.

CATEGORY	School	School	School Budget	School Budget	School	School	School Budget	School Budget
	Budget FY23	Budget FY24	\$\$ Change FY24-FY23	% Change FY24-FY23	Budget FY24	Budget FY25	\$\$ Change FY25-FY24	% Change FY25-FY24
Salaries	37,570,983	38,466,880	895,897	2.38%	38,466,880	40,321,473	1,854,593	4.82%
Operating	14,679,800	16,070,879	1,391,079	9.48%	16,070,879	16,346,529	275,650	1.72%
Capital Outlay	789,603	447,503	(342,100)	-43.33%	447,503	49,603	(397,900)	-88.92%
<b>SUBTOTAL</b>	<b>53,040,386</b>	<b>54,985,262</b>	<b>1,944,876</b>	<b>3.67%</b>	<b>54,985,262</b>	<b>56,717,605</b>	<b>1,732,343</b>	<b>3.15%</b>
<b>Fixed Costs</b>								
<i>Health</i>	8,287,594	8,625,635	338,040	4.08%	8,625,635	9,478,233	852,598	9.88%
<i>Retirement</i>	1,727,370	1,869,007	141,637	8.20%	1,869,007	1,992,628	123,621	6.61%
<i>Medicare</i>	550,186	576,975	26,789	4.87%	576,975	577,695	720	0.12%
<i>Unemployment</i>	23,552	57,284	33,732	143.23%	57,284	50,000	(7,284)	-12.72%
<i>Insurance</i>	454,961	452,935	(2,026)	-0.45%	452,935	503,943	51,008	11.26%
<b>Total Fixed Costs</b>	<b>11,043,663</b>	<b>11,581,836</b>	<b>538,173</b>	<b>4.87%</b>	<b>11,581,836</b>	<b>12,602,499</b>	<b>1,020,663</b>	<b>8.81%</b>
<b>Total For Schools</b>	<b>64,084,049</b>	<b>66,567,098</b>	<b>2,483,049</b>	<b>3.87%</b>	<b>66,567,098</b>	<b>69,320,104</b>	<b>2,753,006</b>	<b>4.14%</b>
<b>Debt</b>								
<i>Debt Exempt Principal</i>	4,195,000	4,210,000	15,000	0.36%	4,210,000	4,230,000	20,000	0.48%
<i>Debt Exempt Interest</i>	2,408,450	2,198,700	(209,750)	-8.71%	2,198,700	1,988,200	(210,500)	-9.57%
<b>Total Debt</b>	<b>6,603,450</b>	<b>6,408,700</b>	<b>(194,750)</b>	<b>-2.95%</b>	<b>6,408,700</b>	<b>6,218,200</b>	<b>(190,500)</b>	<b>-2.97%</b>
<b>Total School Budget</b>	<b>70,687,499</b>	<b>72,975,798</b>	<b>2,288,299</b>	<b>3.24%</b>	<b>72,975,798</b>	<b>75,538,304</b>	<b>2,562,506</b>	<b>3.51%</b>

### John and Abigail Adams Scholarship

The John and Abigail Adams Scholarship provides a tuition waiver for undergraduate education at a Massachusetts State University or College. 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.

### JOHN & ABIGAIL ADAMS SCHOLARSHIP RECIPIENTS

#### **Congratulations to the TMHS Class of 2025!**

Lucia Alvarado	Avery Harrington	Ada Mullins
Christopher Arbogast	Luc Jodoin	Elena Pejic
Toffy Beyloune	Brooke Hourie	Belen Poirier
Salvatore Catanzano	Nathanael Laboy	Deven Ricci
Vanessa Chen	David Lam	Maya Sachdev
Anya Cranston	Emily Laperriere	Zachary Salvaggio
Gianna Doiron	Philip Lombardi	Basheer Shikh Khamis
Payton Dunn	Miles Madera	Rose Soe
Rania Elouahi	Austin Manna	Edison Sok
John Erskine	Nathan Marsden	Aidan Sweeney
Kallie Frechette	Colby Mengata	Collin Todd
Keira Gaffney	Gregory Mercado	Jonathan Walazek
Hazel Garabedian	Dante Moniz	Sydney Whalen
Peter Georgacopoulos	Charlotte Morris	Reilly Williams
Mason Gomes		Abbie Young

### School Committee Recognition

The District recognizes the many efforts of the School Committee members, Chair Bridget Garabedian, Vice-Chair Richard Russo, Clerk Chris Moncada, Kaitlyn Anderson, and Kayla Biagioni-Smith, 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! The Tewksbury School Committee has continued to play an instrumental role in ensuring the growth and success of our school district. As we ended the 23/24 school year, the School Committee renewed their commitment to their role and engaged in a Community Workshop to set goals for the coming year and to enhance two-way communication. 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**

This past year, partnerships with experts significantly boosted student success in Tewksbury's special education programs. Key collaborations with organizations like West Ed, Landmark Outreach, MGH Sail Literacy Lab, Cognitive Connections, and Melmark New England provided valuable coaching, professional development, consultations, and program improvement recommendations. These partnerships focused on areas like co-teaching, dyslexia support, literacy development, executive function skills, and specialized instruction for students with disabilities. The district also prioritized staff training, including a new IEP format, and access to research-based strategies and curriculum.

Despite rising costs for special education services, including out-of-district placements, Tewksbury is committed to maintaining high-quality programs and staff. To further enhance program quality and efficiency, the district proposes a reorganization of programming and related staff. This restructuring aims to maximize the impact of special education services while remaining cost-effective. The district acknowledges and appreciates the continued support from the school committee, administration, families, stakeholders, faculty, and the Town of Tewksbury in serving students with diverse needs.

Sincerely,

Candace Tharrett  
Interim Director of Special Education

### **Summary - Brenda Theriault-Regan, Superintendent of Schools**

As we said goodbye to the 2023-2024 school year, 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, Engineering Innovation Pathway, 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 and the District Goal throughline 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 on behalf of our students.

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

Brenda Theriault-Regan, Superintendent  
Tewksbury Public Schools

**Class of 2024 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 2024 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 \$188,813.00 was awarded.

<b>Group Awarding Scholarship</b>	<b>Scholarship Name</b>	<b>Recipient Name(s)</b>	<b>Amounts</b>
Byers Family	Willie Byers Memorial Scholarship	Benjamin Piccolo and Alyssa Adams	\$4,000
WRC Memorial Scholarship, Inc.	Warren Carey Memorial Scholarship	Kimsan Nguyen and Cooper Robillard	\$4,000
CES PAC	North Street Elementary Alumni Scholarship	Morgan Crowley	\$250
CES PAC	Louise Davy Trahan Elementary Alumni Scholarship	Jenna Bradley	\$250
Contalonis Family	Shane Marshall Contalonis Memorial Scholarship	Alyssa Adams, Kaylie Armstrong, Braydon Aylward, Joseph Bourgea, Jenna Bradley, Kyle Cummings, Colby Flahive, Mackenzie Hickey, Sam MacMillon, Dakota Malizia, Cullen Mangan, Shaun Martin, Benjamin Piccolo, Drew Rennell, Grace Russo	\$5,600
Sandy Creamer Foundation	Dr. Sandy Johnson Creamer Scholarship	Lauren Oppedisano, Alicia Veno. Jack Rennell	\$7,500
Curran / Doherty Families	Kay (Aspell) Curran Scholarship	Alyssa Adams	\$750
Dewing PAC	L.F. Dewing Elementary Alumni Award	Ava Spinale	\$250
Dr. Christine McGrath	Dr. Christine L McGrath Performing Arts Award	Zachary Sullivan	\$1,000
Elks	Massachusetts Elks Major Project Scholarship	Cameron Areias	\$1,250
Elks - Tewksbury / Wilmington	Louis J. Connolly Memorial Scholarship	Aislin Davis and Alana Price	\$2,000
Elks	Elks National Most Valuable Student	Aislin Davis	\$800

Ernest Family (hockey)	The George 'Timmy' Ernest Memorial Scholarship	Joseph Bourgea, Peter Civitarese, Matthew Cooke, Cullen Mangan, Victor Pacheco, Cooper Robillard, Emma Ryan, Katerina Schille	\$8,000
Greater Lowell Community Foundation	College Club of Greater Lowell	Ava Trinh	\$700
Half Pints Learning Center	Pay It Forward Scholarship	Alana Price, Mackenzie Hickey	\$2,000
Hamilton Family	James Hamilton Sportsmanship Scholarship	Ava Fernandes	\$1,000
Hardy Family	Jim Hardy Classic Scholarship	Alyssa Adams, Aislin Davis, Whitney Gigante	\$1,500
Holt & Bugbee	Holt & Bugbee Foundation Scholarship	Nathaniel Bone, Junissa Sophon, Galil Levenson, Morgan Crowley, Shaun Martin	\$12,500
Horgan Family	The Robert V. Horgan Memorial Scholarship	Braydon Aylward	\$1,000
Ippolito Family	Michael P Ippolito Memorial Scholarship	Emma Giordano and Cullen Mangan	\$2,000
Lowell Five Bank	Lowell Five Bank Academic Scholarship	Yasmin Calderon	\$1,000
McCarthy Family	Brianna M. McCarthy Memorial Scholarship	Katrina Schille, Emma Giordano, Emma Ryan, Mack Bourque	\$4,000
Ms. Katie Bruce	Meghan M. McCarthy Memorial Scholarship	Avery Della Piana	\$1,000
Merrimack Valley Rotary Club	Lawrence L. Day Memorial Scholarship	Anthony Freitas	\$1,270
Murphy Family	Jerry Murphy Memorial Scholarship	John Baron and Cullen Mangan	\$1,000
Peters Family	The Linda Peters Memorial Scholarship	Jenna Bradley and Allie Donovan	\$3,000
Redmen Football Club	Bob Aylward Scholarship	Braydon Aylward	\$3,000
	Ed Dick Memorial Scholarship	Cameron Kearney	\$2,500
	Phil French Scholarship	Colby Flahive	\$2,500

	Memorial Scholarship in Honor of Dennis Audette	A.J. Loder	\$2,000
	Memorial Scholarship	Tyler Barnes and Sam MacMillan	\$2,000
	Benefactors Scholarship	Kenneth Nguyen	\$2,000
	James E. Brooks Memorial Scholarship	Shaun Martin	\$1,000
Romano Family	Anthony J. Romano Memorial Scholarship	Dakota Malizia	\$1,500
Salvation Army	Fred Simon Memorial Scholarship	Aislin Davis and Ava Trinh	\$2,000
Schlott Tire	Schlott Tire Academic Scholarship	Cooper Robillard	\$700
Sole Sisters Running Club	Sole Sisters Running Club Scholarship	Kimsan Nguyen	\$1,000
Tarentino Family	Ronald Tarentino, Jr. Memorial Scholarship	Dakota Malizia, Cullen Mangan, Kaylie Armstrong	\$3,000
Tewksbury Golden Age	Tewksbury Golden Age Club, Inc. Scholarship	Peter Impink and Kaylie Armstrong	\$1,000
Tewksbury Lions Club	Tewksbury Lions Club Scholarship	Alyssa Adams, Tea Nickerson, Renuka Late	\$4,500
Republic Services	Tewksbury Recycling Committee / Republic Services Scholarship	Colby Flahive, Alexander Grove	\$1,500
Tewksbury Teachers Association	Tewksbury Teachers Association Scholarship	Renuka Late, Cullen Mangan, Dakota Malizia, Ashwin Narayanan, Kimsan Nguyen, Emma Ryan	\$3,000
TMHS PAC	TMHS PAC Scholarship	Alyssa Adams, Nathan Cyr, Dakota Malizia, Jenna Bradley, Samantha Tilton, Rebecca Boudreau, Calvin Caliendo, Ava Fernandes, Cassidy Paige, Samantha Festa, Jillian Waugh, Renuka Late	\$6,000
Wamesit Lanes	Wamesit Lanes Charitable Foundation Scholarship	James Cappiello, Alyssa Adams, and Kimsan Nguyen	\$2,000
Wilmington/Tewksbury Chamber of Commerce	Wilmington/Tewksbury Chamber of Commerce Business Scholarship	Mario Ruiz Perez, Daniel Sullivan	\$1,000
Wynn PAC	John W. Wynn PAC Scholarship	Tyler Barnes, Emma Young	\$1,000

TMHS Boosters - Wrestling	Tewksbury Redmen Wrestling Boosters & PAL Wrestling Scholarship	Cameron Heichman (1,000), Sam McMillan (1,000), James Cappiello (1,000), Mike Parisi (500)	\$3,500
TMHS Boosters - Baseball	Tewksbury Redmen Baseball Boosters Scholarship	Matthew Cooke, Ryan Baker, Billy Burris, Kyle Cumings, Cameron Kearney, Justin Magee, Noah Russo, Aidan MacDonald, Ben Doucette, Cameron Areias	\$2,500
TMHS Boosters - Cheerleading	TMHS Varsity Cheerleading Boosters Scholarship	Juliana Manson (700), Allie Donovan (450), Kiera Frechette (275), Grace Russo (450)	\$1,875
TMHS Boosters - Boys Basketball	Tewksbury Redmen Boys Basketball Booster Scholarship	Kyle Cummings, Luke Montejo, Kenny Nguyen, Ajani Seney, Daniel Sullivan	\$2,500
TMHS Boosters - Girls' Basketball	Tewksbury Redmen Girls' Basketball Boosters Scholarship	Alyssa Adams, Skylar Auth, Rebecca Boudreau, Mackenzie Hickey, Dakota Malizia, Stephanie Mercurio	\$3,000
TMHS Boosters - Field Hockey	Tewksbury Redmen Field Hockey Boosters Scholarship	Avery Della Piana, Katrina Schille, Aislin Davis, Reilly Whalen	\$1,600
TMHS Boosters - Dance Team	Tewksbury Redmen Dance Team Boosters Scholarship	Kiera Frechette, Gianna Flynn, Kaylee Capone	\$1,500
TMHS Boosters - Hockey	Tewksbury Redmen Boys Hockey Boosters Scholarships	Cullen Mangan, Matthew Cooke, Tyler Barnes, PJ Civitarese, Joseph Bourgea, Victor Pacheco, Michael Connors, Jeremy Insogna, Cooper Robillard, Aiden MacDonald OOD	\$4,000
TMHS Red Rangers Boosters - Girls' Hockey	Red Rangers Girls Hockey Boosters Scholarship	Mack Bourque, Emma Giordano, Emma Ryan, Katerina Schille	\$700
TMHS Boosters - Lacrosse	Tewksbury Redmen Lacrosse Boosters Scholarship	Skylar Auth (300), Katerina Schille (400), Tea Nickerson (300), Mackenzie Hickey (400), Emma Giordano (200), Michael Connors (400), Ryan Benchater (400), Tyler Barnes (400), Braydon Aylward (400)	\$3,200
TMHS Boosters - Soccer	Deb Billings Memorial Scholarship	Cassidy Paige, Christa Giansiracusa, Skylar Auth, Stephanie Mercurio, Rhiannon Anderson, Kimsan Nguyen, Alana Price, Gianna Ausiello, Kristina Smith, Emma Ryan, Lily Boucher, Delia Conte, Alyssa Adams, Kate Kennedy, Mackenzie Hickey, Jack Rennell, Joseph Bourgea, Michael Gaglione, Mario Ruiz, Peter Impink, Ian Shpritzer, Ryan Cura	\$6,588

TMHS Boosters - Softball	Tewksbury Redmen Softball Boosters Scholarship	Alyssa Adams, Aislin Davis, Avery Della Piana, Whitney Gigante, Rebecca Harris, Ava Fernandes	\$1,800
TMHS Boosters - Tennis	Friends of Tewksbury Tennis Scholarship	Renuka Late (800), Ashwin Narayanan (700), Chloe Burns (600), Jason Morris (600), Peter Impink (400)	\$3,100
TMHS Boosters - Volleyball	Tewksbury Redmen Volleyball Boosters Scholarship	Chloe Burns, Mckayla Conley, Ava Fernandes, Ava Nordbruch, Jasmin Ortiz	\$2,680
TMHS Theatre Company	TMHS Theatre Company Scholarship	Jared Woodman (500), Jillian Waugh (500), Natalie Mattucio (500), Zachary Sullivan (500), Maeve Knyff (500), Cameron Areias (400)	\$2,900
TMHS Boosters CC / Track Team	Dennis McGadden Memorial Track & Cross Country Awards	Cassidy Paige (500), Kimsan Nguyen (500), Skye-Bryana Tambi (500), Delia Conte (500), Paul Allen (500), Ava Trinh (250), Jayden Kasule (250)	\$3,000
Youth Baseball	Tewksbury Youth Baseball Scholarship	Cameron Areias, Cullen Mangan	\$1,000
	Edward Sullivan Memorial Scholarship	Noah Russo	\$1,500
	Steve Powers Honorary Scholarship	Daniel Sullivan	\$1,500
Youth Boys Basketball	Tewksbury Boys' Basketball Scholarship	Kyle Cummings	\$1,000
	TBBL Board Member Service Award	Alexander Grove	\$1,000
	James Mendonca Memorial Scholarship	Daniel Sullivan	\$1,200
	Ed Sullivan Memorial Scholarship	Benjamin Piccolo	\$1,200
Youth Football	Tewksbury Youth Football Merit Award	Juliana Manson and Shaun Martin	\$1,000
	Memorial Award	Grace Russo	\$1,500
	Frank Ferrelli Award	Noah Russo	\$1,250
	Billy Bird Memorial Award	Braydon Aylward	\$750

Youth Girls Basketball	Tewksbury Girls' Basketball League Scholarship	Alyssa Adams (900), Rebecca Boudreau (900), Dakota Malizia (700, Aislin Davis (400); Mackenzie Hickey (350), Stephanie Mercurio (250)	\$3,500
Youth Lacrosse	Tewksbury Youth Lacrosse Scholarship	Braydon Aylward, Ryan Benchater, Drew Rennell, Mackenzie Hickey	\$2,000
Youth Skating	William "Hymie" Doherty Scholarship	Emma Ryan	\$750
	Alfred Carpenito Memorial Scholarship	Katerina Schille, Peter Civirates, Cullen Mangan, Joseph Bourgea, Mike Connors, Cooper Robillard	\$3,000
Youth Soccer	Tewksbury Youth Soccer Merit Scholarships	Cassidy Paige, Ryan Cura, Joseph Bourgea, Kimsan Nguenyn, Mackenzie Hickey	\$2,500
	Tewksbury Youth Soccer Lia DiFronzo Memorial Scholarship	Rhiannon Anderson	\$1,000
	Tewksbury Youth Soccer Meghan McCarthy Memorial Scholarship	Alyssa Adams	\$1,000
	Tewksbury Youth Soccer James Miceli Honorary Scholarship	Michael Gaglione	\$1,000
	Tewksbury Youth Soccer Ed Flanagan Honorary Scholarship	Emma Ryan	\$1,000
	Tewksbury Youth Soccer Patrick Slattery Memorial Scholarship	Jack Rennel	\$1,000
Youth Softball	Tewksbury Girls' Softball League Scholarship	Dakota Malizia (300), Emma Giordano (700), Tea Nickerson (400), Aislin Davis (200), Avery Della Piana (400), Alyssa Adams (200), Whitney Gigante (300), Kristina Smith (400)	\$2,900
American Red Cross	American Red Cross High School Program	Cameron Areias	\$1,000
		Grand Total	\$188,813

**TPS ENROLLMENT**

**2023 OCTOBER COUNT ENROLLMENT**

SCHOOL	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	TOTALS
CENTER				241	261	265										767
DEWING	74	141	162													377
HEATH BROOK	57	113	140													310
RYAN							249	248								497
WYNN MIDDLE									279	241						520
TMHS											168	184	172	191	4	719
PreSchool @ HS	15															15
<b>TOTALS</b>	146	254	302	241	261	265	249	248	279	241	168	184	172	191	4	3205
	PK	K	1	2	3	4	5	6	7	8	9	10	11	12	PG	

# PUBLIC SCHOOL EMPLOYEE SALARIES

NAME	Base Pay	Other Pay	Total
ABREU, ALBERTO	10,129.28	0.00	10,129.28
ACKERLEY, NANCY	11,289.74	276.63	11,566.37
ACKERT REANEY, ANGELA	81,919.83	1,497.07	83,416.90
ADDARIO, MICHELLE	68,465.70	0.00	
AGARWAL, NIKITA	2,500.00	0.00	2,500.00
ALIMONTI, STEPHANIE	5,848.64	0.00	5,848.64
ALLEN, GREGORY	10,131.28	0.00	10,131.28
ALLISON, COLLEEN	92,561.26	0.00	92,561.26
ALMEIDA, MARIO	6,100.00	0.00	6,100.00
ALUKONIS, LINDA	29,625.00	558.74	30,183.74
ALVARADO, LUCIA	955.50	0.00	955.50
AMATO, NICHOLAS	93,407.38	0.00	93,407.38
AMBROSE, JENIFER	13,944.64	341.88	14,286.52
ANDERSON, JAMES	3,769.00	0.00	3,769.00
ANDERSON, KAITLYN	2,250.00	0.00	2,250.00
ANDERSON, KATHLEEN	98,213.87	2,388.64	100,602.51
ANDERSON, TAYLOR	60,073.80	842.90	60,916.70
ANDERSON, WAYNE	6,390.01	0.00	6,390.01
ANDRADE, SOPHIA	360.00	0.00	360.00
ANDREWS, DOREEN	975.00	0.00	975.00
ANGELIS, LIANA	1,680.00	0.00	1,680.00
ANGELL, ANGELA	24,817.44	6,302.03	31,119.47
ARAYA, BIANCA	1,800.00	0.00	1,800.00
ARAYA, BREANNA	3,675.75	0.00	3,675.75
ARBOGAST, SANFORD	90,628.34	2,520.00	93,148.34
ARMANO, SARAH	70,821.46	69.72	70,891.18
ARNOLD, JENNIFER	65,592.72	16,575.67	82,168.39
ARSENEAULT, MICHAEL	57,613.11	22,618.53	80,231.64
ASHE, VALERIE	25,130.51	8,821.13	33,951.64
ASSELIN, JENNIFER	750.00	0.00	750.00
AYLWARD, BRIAN	96,310.90	26,220.01	122,530.91
BACIGALUPO, WALTER	27,793.90	3,051.86	30,845.76
BAEZ, EDWIN	38,410.39	6,164.08	44,574.47
BAIROS, ELIZABETH	8,079.97	326.38	8,406.35
BAKAS, AMANDA	2,300.00	0.00	2,300.00
BAKER O'BRIEN, KAREN	144,937.41	5,663.68	150,601.09
BARBATI, JENNIFER	95,410.31	1,368.10	96,778.41
BARBATO, MELISSA	94,249.32	0.00	94,249.32
BARNES, CHERYL	53,684.06	0.00	53,684.06
BARRY, SANDRA	1,150.50	0.00	1,150.50
BASTERI, CYNTHIA	76,975.00	0.00	76,975.00
BATES, SHANNON	9,709.52	0.00	9,709.52
BATTAGLIA, TERESA	3,105.00	0.00	3,105.00

NAME	Base Pay	Other Pay	Total
BAUDANZA, STACEY	3,520.53	0.00	3,520.53
BEA, PAUL	79,330.64	7,076.59	86,407.23
BEAUDRY, KALEB	1,232.00	0.00	1,232.00
BELLINO, ADRIANNA	1,215.00	0.00	1,215.00
BELLINO, CYNTHIA	81,613.65	7,604.55	89,218.20
BELLINO, MARIELLA	1,215.00	0.00	1,215.00
BELLISARIO, REBECCA	11,188.32	0.00	11,188.32
BELLIVEAU, ERICA	1,763.00	0.00	1,763.00
BENEDETTI, SAMANTHA	16,299.36	13,691.27	29,990.63
BENNETT, DEBORAH	31,087.99	6,144.30	37,232.29
BENVENUTO, KATHLEEN	10,500.00	0.00	10,500.00
BERNARD, BRENDAN	90,755.19	0.00	90,755.19
BEVILACQUA, CHELSEA	2,364.50	0.00	2,364.50
BEVILACQUA, LISA	30,086.25	2,231.54	32,317.79
BIAGIONI-SMITH, KAYLA	2,250.00	0.00	2,250.00
BICKFORD, SUSAN	27,798.72	550.00	28,348.72
BILODEAU, CATHLEEN	110,015.76	8,690.40	118,706.16
BILODEAU, JOSHUA	92,907.40	1,337.44	94,244.84
BISHOP, GRACE	368.16	0.00	368.16
BISHOP, PAUL	52,064.01	7,307.59	59,371.60
BISSO, HEIDI	92,345.90	2,725.63	95,071.53
BLACKWELL, SUZANNE	16,261.53	296.56	16,558.09
BLAND, ERIC	86,642.24	10,688.07	97,330.31
BOERMEESTER, MEAGHAN	670.00	0.00	670.00
BOLSTER, DAVID	30,130.13	761.40	30,891.53
BORGES, JOANNE	30,188.06	627.45	30,815.51
BOSWORTH, ALBERT	2,303.51	0.00	2,303.51
BOSWORTH, ALEXIS	135,171.84	425.13	135,596.97
BOSWORTH, CHARLOTTE	735.00	0.00	735.00
BOSWORTH, HENRY	735.00	0.00	735.00
BOSWORTH, RYAN	3,743.39	0.00	3,743.39
BOUDREAU, ERIN	11,092.90	180.00	11,272.90
BOUDREAU, MADISYN	1,162.50	0.00	1,162.50
BOUDREAU, STEVEN	86,043.00	6,100.00	92,143.00
BOUDREAU-HILL, DONNA	74,979.72	16,236.26	91,215.98
BOURGEOIS, CHRISTINE	32,862.07	6,444.44	39,306.51
BOURGOIN, CONNER	88,253.48	2,304.00	90,557.48
BOWES, NICOLE	2,489.00	0.00	2,489.00
BOYSON, JUDITH	27,798.72	288.57	28,087.29
BRACE, CHARLOTTE	31,748.23	1,769.00	33,517.23
BRADLEY, DOREEN	26,328.70	3,031.43	29,360.13
BRADLEY, MARK	5,298.00	0.00	5,298.00
BRADLEY, SHANNON	24,438.76	3,533.62	27,972.38
BRADLEY, TAMMIE	7,552.80	0.00	7,552.80
BRADLEY, THOMAS	5,426.00	0.00	5,426.00
BRANGIFORTE, CYNTHIA	92,532.30	0.00	92,532.30

NAME	Base Pay	Other Pay	Total
BRENNAN, ANNE	34,126.17	345.00	34,471.17
BRENNAN, PAUL	51,350.15	10,240.46	61,590.61
BRENNER, PATRICIA	4,246.79	0.00	4,246.79
BRESETTE, ANNA	150.00	0.00	150.00
BRESNAHAN, DANIELLE	26,199.24	410.00	26,609.24
BRIDGFORD, GAYLE	94,964.66	5,255.15	100,219.81
BRIDLE, JESSICA	83,710.46	1,589.18	85,299.64
BRIGIDA, ROBERT	84,330.08	2,842.44	87,172.52
BRODERICK, CONNOR	1,990.00	0.00	1,990.00
BRODERICK, LISA	71,672.38	1,052.29	72,724.67
BROOKS, GABRIELLE	19,929.49	10.61	19,940.10
BROOKS, HEIDI	23,550.30	930.23	24,480.53
BROOKS, NANCY	23,552.18	1,078.69	24,630.87
BROOKS, THOMAS	2,350.00	0.00	2,350.00
BROWN, KACIE	291.46	0.00	291.46
BROWN, KATHLEEN	7,596.50	0.00	7,596.50
BRUDERMAN, KIMBERLY	13,465.12	57.72	13,522.84
BRUFF, KIMBERLY	97,213.85	278.88	97,492.73
BRUNO, JAMIE	90,628.34	11,944.24	102,572.58
BRUNO, KELLY	29,744.07	125.00	29,869.07
BUCK, KATHRYN	73,515.38	1,926.07	75,441.45
BUDINGER, KATHERINE	63,250.56	331.17	63,581.73
BUHLER, SARAH	16,010.00	0.00	16,010.00
BUNYAN, BROOKE	801.50	0.00	801.50
BURGESS, MORGAN	2,589.64	3,658.83	6,248.47
BURKE, JOSEPH	52,982.86	3,320.61	56,303.47
BURTON, JESSICA	93,887.17	0.00	93,887.17
BUSHEN, NATALEE	26,483.06	1,123.82	27,606.88
BUTLER, EMILY	1,270.00	0.00	1,270.00
BYRNES, JOHN	95,106.53	333.13	95,439.66
CABRERA, JONATHAN	10,134.52	4,928.62	15,063.14
CAHILL, KRISTEN	87,906.17	1,011.76	88,917.93
CAISSIE, DAWN	70.00	0.00	70.00
CALIENDO, KATHY	38.35	0.00	38.35
CALIENDO, SUZANNE	63,607.57	586.66	64,194.23
CALLAHAN, CHLOE	101,021.36	244.02	101,265.38
CALLAHAN, DESTINY	936.00	0.00	936.00
CALLAHAN, LINDSEY	74,183.16	61.01	74,244.17
CALLAHAN, MICHELLE	180.00	0.00	180.00
CALLANAN, MADELINE	1,794.51	0.00	1,794.51
CALLANAN, SCOTT	92,345.90	1,657.00	94,002.90
CALVINO, NICOLE	41,762.07	0.00	41,762.07
CAMERON, ALLISON	95,464.64	0.00	95,464.64
CAMIRE, RICHARD	95,810.78	108.24	95,919.02
CAMPBELL, COURTNEY	93,407.38	189.42	93,596.80
CAMPBELL, LAURA	300.00	0.00	300.00

NAME	Base Pay	Other Pay	Total
CAMPBELL, MEGHAN	18,722.58	275.00	18,997.58
CAMUSO, NATASHA	96,713.87	6,171.00	102,884.87
CANAVAN, ASHLEY	92,907.40	217.31	93,124.71
CAPACHIETTI, CHRISTINA	3,760.00	0.00	3,760.00
CAPPIELLO, ALYSSA	39,583.55	0.00	39,583.55
CAPPIELLO, JAMES	792.00	0.00	792.00
CAPPIELLO, NANCY	25,130.51	659.40	25,789.91
CAREW, LISA	714.00	0.00	714.00
CAREY, RYAN	2,500.00	0.00	2,500.00
CARFAGNO, ERICA	23,549.86	972.67	24,522.53
CARFAGNO, LAURA	20,032.17	944.22	20,976.39
CARLETON, BRIAN	260.00	0.00	260.00
CARLETON, KATHRYN	102,118.28	1,685.26	103,803.54
CARLINO, LOREN	103,424.76	3,009.14	106,433.90
CARNEIRO MONTEIRO, DIEGO	600.00	0.00	600.00
CARON, ERIN	99,120.15	0.00	99,120.15
CARPENTIER, CHRISTOPHER	785.00	0.00	785.00
CARRIERE, LORRAINE	300.00	0.00	300.00
CARRILLO, MARY	59,406.60	6,889.22	66,295.82
CARROLL, KEVIN	11,081.25	0.00	11,081.25
CARTER, DANIEL	58,093.90	10,891.32	68,985.22
CARTIER, VERONICA	10,132.72	0.00	10,132.72
CARUSO, NINA	67,990.87	6,187.52	74,178.39
CARVER, NORMAN	49,455.38	13,877.72	63,333.10
CASEY, KATHLEEN	49,047.09	10,496.56	59,543.65
CASEY, RACHEL	67,990.87	3,835.02	71,825.89
CASSIDY, PATRICK	94,249.32	2,987.24	97,236.56
CASTANEDA, JASON	2,640.88	0.00	2,640.88
CASTRONOVA, ALICIA	2,431.39	0.00	2,431.39
CATANZANO, VICTORIA	100.00	0.00	100.00
CATTOGGIO-NELSON, CARLY	27,210.86	800.00	28,010.86
CHAFFEE, SHYANN	68,571.81	4,270.76	72,842.57
CHAMBERS, GIANNA	1,007.38	0.00	1,007.38
CHAMBERS, VANESSA	67,440.87	1,397.90	68,838.77
CHAMPOUX, MARK	45,439.51	3,074.10	48,513.61
CHAPPIE, BARBARA	9,326.59	0.00	9,326.59
CHASAN, LISA	28,849.12	0.00	28,849.12
CHELLA, SARA	93,407.38	2,388.64	95,796.02
CHMELA, EMILY	4,430.00	0.00	4,430.00
CINCOTTA, STEPHEN	72,058.37	2,788.80	74,847.17
CLARK, KAREN	27,860.00	0.00	27,860.00
CLARK, KATHRYN	94,249.32	4,287.78	98,537.10
CLARK, SUSAN	109,015.74	0.00	109,015.74
CLASBY, BENJAMIN	66,246.46	2,573.39	68,819.85
CLINE, LIYANA	2,403.75	0.00	2,403.75
COHEN, JAY	857.00	0.00	857.00

NAME	Base Pay	Other Pay	Total
COHEN, RACHEL	95,378.63	1,267.96	96,646.59
COLLEAMENO, AMANDA	1,672.06	0.00	1,672.06
COLLETTE, ALYSSA	18,850.06	0.00	18,850.06
COLLETTE, ANDREW	1,248.75	0.00	1,248.75
CONNELL, AMY	84,150.77	4,417.56	88,568.33
CONNORS, STACEY	42,195.57	0.00	42,195.57
CONRAD, KATHLEEN	95,910.29	697.20	96,607.49
CONSTANTINO, KELLY	93,695.85	3,704.82	97,400.67
CONTALONIS, THOMAS	2,500.00	0.00	2,500.00
COOKE, COURTNEY	71,672.38	16,728.61	88,400.99
COOKE, JASON	520.00	0.00	520.00
COOPER, LAUREN	86,841.66	0.00	86,841.66
CORA, ANDREYNA	34.00	0.00	34.00
CORDEIRO, VICTORIA	116,637.33	2,123.92	118,761.25
COSTA, LISA	92,345.90	434.04	92,779.94
COSTELLO, AMANDA	10,850.40	0.00	10,850.40
COSTELLO, ERIN	2,535.75	0.00	2,535.75
COTE, CHRISTINE	34,923.58	685.00	35,608.58
COUILLARD, KRISTEN	78,412.88	0.00	78,412.88
COURNOYER, LISA	99,213.83	2,126.46	101,340.29
COVINO, GEORGE	1,680.00	0.00	1,680.00
CRACCHIOLO, KELLY	101,501.15	5,000.00	106,501.15
CREMIN, CHRISTINE	110,015.76	2,388.64	112,404.40
CREMIN, MOLLY	6,886.38	0.00	6,886.38
CROTEAU, ADRIANA	14,942.88	450.00	15,392.88
CROWLEY, AMY	23,433.17	999.19	24,432.36
CROWLEY, PAIGE	22,212.01	0.00	22,212.01
CRUMB, CHERYL	95,258.97	4,566.47	99,825.44
CUNNINGHAM, RYAN	39,348.21	5,255.02	44,603.23
CUNNINGHAM, STEFANI	24,380.96	1,020.00	25,400.96
CUNNINGHAM-ALLARD, JENNIFER	57,808.69	0.00	57,808.69
CURA, NURIA	560.00	0.00	560.00
CURLEY, ROSE	100,659.66	0.00	100,659.66
CUSICK, FRANCIS	93,061.24	6,180.00	99,241.24
CUTELIS, JAMES	300.00	0.00	300.00
CUTELIS, MARIA	4,830.72	0.00	4,830.72
CUTRONA, TODD	81,867.50	0.00	81,867.50
DALEY, DANIEL	64,824.47	3,394.86	68,219.33
DALEY, ELIZABETH	94,061.26	348.60	94,409.86
DAMARLA, MADHAVI	6,605.00	0.00	6,605.00
DANIEL, KENNAN	94,964.66	0.00	94,964.66
DARRIGO, JUSTIN	4,887.14	0.00	4,887.14
DARRIGO, KYLE	4,159.63	0.00	4,159.63
DATTILIO, MARCIA	13,769.90	307.36	14,077.26
DAVIS, MICHAEL	7,490.00	0.00	7,490.00
DAY, RYAN	2,090.00	0.00	2,090.00

NAME	Base Pay	Other Pay	Total
DE LIMA, ZILDA	943.00	0.00	943.00
DEARING, MAURA	99,774.03	636.50	100,410.53
DECAROLIS, BRANDI	93,907.36	84.07	93,991.43
DECHELLIS, JILLIAN	16,399.53	0.00	16,399.53
DECKER, PAUL	57,613.17	12,633.35	70,246.52
DEFLUMERI, BEVERLY	90,628.34	1,000.00	91,628.34
DELANEY, JENNIFER	1,020.00	0.00	1,020.00
DELEON, CHRISTOPHER	10,557.60	568.92	11,126.52
DELLA PIANA, ANDREW	200.00	0.00	200.00
DELLORFANO, CATHERINE	24,564.42	2,752.87	27,317.29
DEMARTINIS, MICHAEL	62,587.63	0.00	62,587.63
DEMERS, MARC	103,864.16	8,346.99	112,211.15
DEMOS, ABBY	3,380.00	0.00	3,380.00
DENNEY, KATHRYN	150.00	0.00	150.00
DENTREMONT, ARIANNE	16,332.86	225.00	16,557.86
DEPIERRO, DANIELLE	3,695.00	0.00	3,695.00
DESISTO, REBECCA	3,068.00	0.00	3,068.00
DESJARDINS, BRYAN	93,407.38	5,311.06	98,718.44
DESROCHERS, LISA	97,851.85	156.87	98,008.72
DEVEAU, KATHERINE	93,407.38	2,388.64	95,796.02
DEVINCENTIS, NICOLETTA	99,120.15	1,045.80	100,165.95
DEVLIN, ALYSSA	2,250.00	0.00	2,250.00
DIBBLE, SUZANNE	79,817.53	320.19	80,137.72
DIBIA, JESSICA	26,328.70	2,670.36	28,999.06
DICENSO, TARA	27,877.84	1,321.00	29,198.84
DICK, MICHELLE	82,270.88	0.00	82,270.88
DIFELICE, ALLISON	31,110.41	1,632.62	32,743.03
DIMINICO, GIANNA	755.00	0.00	755.00
DIPRIMA, JONATHAN	94,964.66	5,194.71	100,159.37
DIROCCO, BONNIE	2,625.00	0.00	2,625.00
DIROCCO, LEO	2,235.00	0.00	2,235.00
DOHERTY, DEREK	5,980.00	0.00	5,980.00
DOHERTY, EDWARD	780.00	0.00	780.00
DOHERTY, LAURIE	34,923.58	120.00	35,043.58
DOHERTY, MARIA	58,125.68	12,832.49	70,958.17
DOHERTY, SUSAN	6,650.00	0.00	6,650.00
DOHERTY-FRONDUTO, CHRISTINE	47,647.05	8,358.23	56,005.28
DONAHUE, LISA	34,223.59	1,025.00	35,248.59
DONALDSON, ERIC	75,760.65	2,277.82	78,038.47
DOOLEY, CAROLYN	5,770.24	0.00	5,770.24
DOOLEY, JAMES	31,178.05	4,333.50	35,511.55
DOOLEY, LAURA	25,207.01	1,462.50	26,669.51
DOONAN, JANE	27,877.84	1,173.34	29,051.18
DOS SANTOS, HUGO	840.00	0.00	840.00
DOWNING, SARAH	930.00	0.00	930.00
DRILLIO, JESTINE	9,470.00	0.00	9,470.00

NAME	Base Pay	Other Pay	Total
DROUIN, ALEXANDRA	810.00	0.00	810.00
DROUIN, ALYSSA	210.00	0.00	210.00
DROUIN, RONALD	135,973.46	10,935.65	146,909.11
DRUM, SUSAN	93,403.93	12,142.17	105,546.10
DUBAY, JASON	55,562.18	36,740.83	92,303.01
DUCEY, PETER	920.40	0.00	920.40
DUFFETT, KENNETH	2,700.00	0.00	2,700.00
DUGGAN, TAMMY	765.00	0.00	765.00
DUNCAN, ANNE	1,137.50	0.00	1,137.50
DURGIN, NORA	27,621.50	0.00	27,621.50
DURHAM, LEANNE	2,265.90	0.00	2,265.90
EARLY, PAUL	93,561.22	3,899.40	97,460.62
EDGERTON, EAMON	95,310.80	0.00	95,310.80
EDSON, ELISE	62,680.88	585.49	63,266.37
EDWARDS, CORY	71,672.38	418.32	72,090.70
EFSTRATIOS, MADISON	1,868.00	0.00	1,868.00
ELLIOTT, RYLEE	24,606.38	6,604.04	31,210.42
ELLIS, MADISON	92,532.30	0.00	92,532.30
ELLIS, MEAGAN	2,416.02	8,632.00	11,048.02
ELWELL, JOANNE	35,423.56	500.00	35,923.56
ENGELKEN, MELISSA	94,303.16	309.91	94,613.07
ENOS, RYAN	67,990.87	1,732.29	69,723.16
ENOS, TERESA	85,633.98	3,214.47	88,848.45
ESCOTT, MEGAN	29,744.07	50.00	29,794.07
ESKENAS, BETH	15,080.65	0.00	15,080.65
ESPAILLAT, JENNIFER	92,345.90	0.00	92,345.90
EVANGELISTA, JOANNA	29,426.48	13,445.42	42,871.90
EVANGELISTA, NICOLETTE	1,740.00	0.00	1,740.00
FABIANO, JULIA	97,314.45	12,979.81	110,294.26
FABIANO, WILLIAM	95,410.31	108.24	95,518.55
FAGAN, JONATHAN	5,980.00	0.00	5,980.00
FAHEY, MEREDITH	31,748.23	1,615.00	33,363.23
FALETRA, MARCELLA	28,767.62	1,385.00	30,152.62
FANNING, LEAH	3,394.00	0.00	3,394.00
FARNHAM, JAYNE	2,029.16	0.00	2,029.16
FAY, MICHAEL	6,701.85	0.00	6,701.85
FEELEY, TIMOTHY	76,124.96	1,292.87	77,417.83
FEHR, CAITLIN	59,948.28	320.00	60,268.28
FELD, MATTHEW	6,380.00	0.00	6,380.00
FELKER, MELANIE	72,911.13	11,228.79	84,139.92
FERRARA, LEEANDRA	1,119.82	0.00	1,119.82
FERRARA, SANDRA	97,713.83	2,098.48	99,812.31
FERRY, CAROL	3,044.99	0.00	3,044.99
FIELD, PAULINE	42,465.73	0.00	42,465.73
FIGUEROA, REGINA	410.00	0.00	410.00
FILIBERTO, SARAH	93,660.92	849.50	94,510.42

NAME	Base Pay	Other Pay	Total
FINNEGAN, CAITLYN	4,753.50	0.00	4,753.50
FINNEGAN, CALLIE	4,166.00	0.00	4,166.00
FINNEGAN, STACEY	29,426.48	2,157.74	31,584.22
FINNERAN, EDWARD	92,907.40	4,583.23	97,490.63
FISK, MARY	24,615.16	0.00	24,615.16
FLAGG, BREANNA	26,894.79	0.00	26,894.79
FLAHERTY, HELEN	5,089.50	0.00	5,089.50
FLAHERTY, MARGARET	45,778.86	4,070.00	49,848.86
FLAMMIA, SUZANNE	8,191.56	0.00	8,191.56
FLOOD, NICOLE	92,561.26	2,107.72	94,668.98
FLORIA, TIFFANY	92,345.90	1,139.21	93,485.11
FLYNN, CHRISTINE	4,979.75	0.00	4,979.75
FORAN, ROBIN	29,001.07	9,956.95	38,958.02
FORTI, MELANIE	14,577.81	0.00	14,577.81
FOWLER, ANNE	667.00	0.00	667.00
FOX, KELLY	33,262.07	205.00	33,467.07
FOX, LAURA	13,764.89	298.98	14,063.87
FRANCIS, CATHERINE	35,023.65	801.60	35,825.25
FRECHETTE, DEVIN	7,094.00	0.00	7,094.00
FREITAS, ROBERTA	8,102.13	0.00	8,102.13
FROIO, CHERYL	34,023.65	516.01	34,539.66
GAGNE, CATHERINE	100,219.22	34.86	100,254.08
GAGNON, CHRISTOPHER	106,406.42	4,874.88	111,281.30
GALLANT, COLLEEN	44.55	0.00	44.55
GALLELLA, ERIN	840.00	0.00	840.00
GALLIGAN, PATRICK	93,907.36	0.00	93,907.36
GAMBY, KERRY	2,700.00	0.00	2,700.00
GARABEDIAN, BRIDGET	3,000.00	0.00	3,000.00
GARCIA, GENEVA	2,211.17	0.00	2,211.17
GARRITY, DIANE	1,504.00	0.00	1,504.00
GARRITY, JESSICA	87,753.52	348.60	88,102.12
GARVEY, JOANNE	92,345.90	34.86	92,380.76
GEAR, DIANE	78,131.64	0.00	78,131.64
GERENZ, CATHERINE	92,907.40	2,368.35	95,275.75
GERMAIN, HOLLY	94,810.82	3,049.37	97,860.19
GERRISH, MARY	139,806.90	3,524.02	143,330.92
GERRY, AMANDA	2,231.04	0.00	2,231.04
GERRY, ANN	65,146.87	3,532.63	68,679.50
GERRY, CRYSTAL	1,267.25	0.00	1,267.25
GIANSIRACUSA, CRAIG	857.00	0.00	857.00
GIBSON, KERRY	2,030.00	0.00	2,030.00
GIGANTE, LILY	600.00	0.00	600.00
GILDAY, JANET	840.00	0.00	840.00
GILLESPIE, JENNIFER	95,387.72	14,109.78	109,497.50
GILLESPIE, MEGHAN	960.00	0.00	960.00
GILLESPIE, MICHAEL	93,407.38	13,369.90	106,777.28

NAME	Base Pay	Other Pay	Total
GILLESPIE, SARAH	3,859.15	0.00	3,859.15
GILLOTTE, SARAH	99,120.15	17.43	99,137.58
GINSBURG, MOLLY	3,558.88	0.00	3,558.88
GIRIBALDI, DAVID	2,750.00	0.00	2,750.00
GITTENS, KAYLA	696.00	0.00	696.00
GLASS, DEBRA	83,830.04	5,473.48	89,303.52
GLASSBERG, KYLE	40,351.24	5,700.00	46,051.24
GLIDDEN, BRIAN	53,713.49	2,291.68	56,005.17
GLOOR, AURORA	420.00	0.00	420.00
GODIN-SMALL, HEATHER	34,475.81	6,224.58	40,700.39
GONZALEZ DE JESUS, ALEXANDRA	2,802.96	150.00	2,952.96
GORDON, JANET	66,550.14	18,259.40	84,809.54
GORMAN, ANNA	832.50	0.00	832.50
GOSSE, NIKOLE	3,150.00	0.00	3,150.00
GOSSE, WILLIAM	3,750.00	0.00	3,750.00
GOUTHRO, BRIAN	93,907.36	10,508.93	104,416.29
GRAASKAMP, DOROTHY	109,515.72	612.00	110,127.72
GRACE, HEATHER	93,407.38	2,643.11	96,050.49
GRAFFEO, DEAN	2,733.00	0.00	2,733.00
GRAFFEO, DEREK	3,619.44	0.00	3,619.44
GRAFFEO, STEPHANIE	450.00	0.00	450.00
GRANADA, PATRICIA	2,730.52	0.00	2,730.52
GRAZIANO, ANDREA	11,796.42	295.75	12,092.17
GREENHALGH, DANIELLE	76,262.62	327.12	76,589.74
GREENWOOD, CAITLYN	5,047.00	0.00	5,047.00
GREENWOOD, DIANA	34,015.12	940.00	34,955.12
GRIFFIN, CARA	92,345.90	3,799.88	96,145.78
GRIFFIN, JENNIFER	5,993.84	15.00	6,008.84
GROUX, MARY	93,061.24	1,045.80	94,107.04
GUIDA, MARIE	30,188.06	123.53	30,311.59
GUSTUS, GERALD	10,205.00	0.00	10,205.00
GUSTUS, SARAH	320.00	0.00	320.00
GUTTADAURO, DEBORAH	25,207.01	2,460.32	27,667.33
HALE, SARAH	76,124.96	0.00	76,124.96
HALL, SAMANTHA	88,253.48	0.00	88,253.48
HALLY, KATELIN	300.00	0.00	300.00
HAMLIN, MARK	58,093.88	23,244.83	81,338.71
HAMMERS, JULIA	76,124.96	2,552.28	78,677.24
HANCOCK, MICHAEL	92,345.90	2,860.96	95,206.86
HANCOCK-MCGRATH, SARAH	536.90	0.00	536.90
HARDING, JAY	130,213.48	428.60	130,642.08
HARNE, DAVID	94,810.82	95.87	94,906.69
HARRINGTON, JACLYN	1,050.00	0.00	1,050.00
HART, WILLIAM	127,972.10	0.00	127,972.10
HAYWARD, MACKENZIE	67,990.87	0.00	67,990.87
HEARTQUIST, JACOB	480.00	0.00	480.00

NAME	Base Pay	Other Pay	Total
HEARTQUIST, LILLY	6,118.00	0.00	6,118.00
HEARTQUIST, TAMMIE	98,058.67	6,285.75	104,344.42
HEATHMAN, REBECCA	13,243.36	0.00	13,243.36
HENG, HOEUN	2,280.00	0.00	2,280.00
HENRY, KATHLEEN	96,752.95	5,579.13	102,332.08
HERRERA, PALOMA	1,690.50	0.00	1,690.50
HERRERA, RAUNY	8,466.40	599.54	9,065.94
HICKEY, BRIAN	5,298.00	0.00	5,298.00
HIGGINS, JODI	96,564.17	34.86	96,599.03
HILLSON, CARTER	1,010.00	0.00	1,010.00
HILLSON, KIMBERLY	101,159.64	244.02	101,403.66
HINES, MARIE	71,672.38	2,039.73	73,712.11
HIRTLE, MARYELLEN	94,061.26	5,664.85	99,726.11
HODGES, KIRA	970.00	0.00	970.00
HODGSON, KAREN	101,621.04	18,774.44	120,395.48
HOGAN, SUSAN	93,581.01	12,605.18	106,186.19
HONAN, CANDICE	6,459.10	0.00	6,459.10
HOOPER, ANDREA	7,530.00	0.00	7,530.00
HOPKINS, WILLIAM	15,690.00	0.00	15,690.00
HOWE, SUSAN	94,797.24	3,604.14	98,401.38
HUNNELL, LEONARD	2,500.00	0.00	2,500.00
HUTCHINGS, KAREN	2,323.00	0.00	2,323.00
HYLAND, LORI	82,485.72	31,954.13	114,439.85
HYNES, KIM	96,310.82	5,403.33	101,714.15
HYNES, SCOTT	6,361.97	0.00	6,361.97
IANDOLI, AMY	15,379.15	0.00	15,379.15
IANDOLI, BRIANNA	3,550.00	0.00	3,550.00
IANNACCI, DOMINIC	7,015.00	0.00	7,015.00
IANNACCI, LYNN	28,646.29	0.00	28,646.29
IANNUZZI, JENNIFER	18,482.99	2,023.08	20,506.07
IMPERILLO, KRISTIN	50,586.69	6,327.07	56,913.76
IMPINK, PAIGE	750.00	0.00	750.00
INSOGNA, PAIGE	772.50	0.00	772.50
IRWIN, MOLLY	87,906.17	0.00	87,906.17
JENNINGS, MARIANA	502.45	0.00	502.45
JENNINGS, MICHELLE	48,047.17	88.36	48,135.53
JOHNSON, ANDREE	74,979.72	0.00	74,979.72
JOHNSON, DARLENE	122.50	0.00	122.50
JOHNSON, ELEANOR	2,711.25	0.00	2,711.25
JOHNSON, GAIL	79,265.23	4,880.85	84,146.08
JOHNSON, MONICA	29,744.07	817.24	30,561.31
JOHNSON, SHAUN	2,590.00	0.00	2,590.00
JOHNSTON, JACQUELYN	4,644.05	0.00	4,644.05
JOHNSTON, KIMBERLY	103,424.76	2,521.10	105,945.86
JORDAN, ANDREW	25,130.51	1,430.00	26,560.51
JOYCE, BARBARA	63,653.58	251.16	63,904.74

NAME	Base Pay	Other Pay	Total
JOYCE, DANIELLE	1,544.75	0.00	1,544.75
JOYCE, KELLY	30,188.06	13,684.99	43,873.05
JOYCE, KERRY	938.50	0.00	938.50
KARCHNAKOVA, LUCIA	1,975.35	0.00	1,975.35
KARLBERG, ROSEANN	6,212.70	0.00	6,212.70
KASPRZAK, STEVEN	81,867.50	11,278.00	93,145.50
KAUR, DAVINDER	6,550.00	0.00	6,550.00
KAUR, JASMINE	150.00	0.00	150.00
KAZANJIAN, ALLYSON	27,798.72	8,291.52	36,090.24
KEARNS, PATRICIA	67,560.63	2,089.28	69,649.91
KEATING, JOHN	9,709.52	500.00	10,209.52
KEEFE, CHRISTINA	3,769.00	0.00	3,769.00
KEENE, RICHARD	4,720.00	0.00	4,720.00
KELLEHER, MARY	101,175.20	15,010.38	116,185.58
KELLEHER, REBECCA	940.00	0.00	940.00
KELLY, JENNIFER	99,321.34	1,263.85	100,585.19
KENDRICK, MEREDITH	74,353.02	557.76	74,910.78
KENNEY, ELEANOR	6,995.04	0.00	6,995.04
KENNEY, JAIME	300.00	0.00	300.00
KHAN, KIMBERLY	98,058.67	6,100.18	104,158.85
KILLEEN, EMILY	81,285.09	0.00	81,285.09
KING, RYAN	780.00	0.00	780.00
KLING, JOYCE	30,989.25	6,483.18	37,472.43
KORSLUND, KATHY	81,815.97	1,232.62	83,048.59
KOSIBA, KRISTEN	99,821.34	846.10	100,667.44
KOURAFALOS, DAWN	4,494.62	0.00	4,494.62
KRAMER, ELIZABETH	83,389.47	34.86	83,424.33
KRAYTENBERG, DEBRA	80,735.25	15,097.15	95,832.40
LACERDA, ANISHA	670.00	0.00	670.00
LAMARCHE, PATRICK	56,929.24	17,739.43	74,668.67
LANE, BRITTON	23,064.76	0.00	23,064.76
LANE, JAIME	103,578.66	914.32	104,492.98
LANE, MELISSA	90,643.72	897.49	91,541.21
LANGLAIS, RENEE	97,713.83	395.05	98,108.88
LANOUE, KATHRYN	49,366.78	1,296.88	50,663.66
LANOUILLE, KRISTEN	2,313.10	0.00	2,313.10
LAPERRIERE, LISA	29,056.82	7,126.86	36,183.68
LAPIERRE, NICOLE	102,924.78	11,133.21	114,057.99
LARKIN, KATHLEEN	12,438.64	301.52	12,740.16
LAVINE, BRIANNA	6,587.64	1,359.54	7,947.18
LE, ANDREW	3,811.02	0.00	3,811.02
LE, ANGELINA	3,053.25	0.00	3,053.25
LE, BRENDEN	91,902.97	2,103.87	94,006.84
LEALDINI-DUDLEY, MARIA	96,867.71	6,356.30	103,224.01
LEFEBVRE, ALAN	34,023.65	0.00	34,023.65
LEFEBVRE, ALEXANDER	1,760.00	0.00	1,760.00

NAME	Base Pay	Other Pay	Total
LEGGERI, MACKENZIE	70,748.32	6,931.78	77,680.10
LEGRAND, KODIE	1,903.50	0.00	1,903.50
LEGVOLD, CHARITY	92,907.40	1,356.68	94,264.08
LELOS, PATRICIA	220.00	0.00	220.00
LEMKE, LAURA	94,464.68	3,602.90	98,067.58
LENNON, CAROL	4,034.29	0.00	4,034.29
LEONE, DYLAN	2,500.00	0.00	2,500.00
LEVINE-BOGOSIAN, ASHLEY	1,483.21	75.00	1,558.21
LEVINS, SHELBY	5,388.75	0.00	5,388.75
LEWIS, BRADLEY	32,590.14	0.00	32,590.14
LEWIS, KAYDEN	1,836.00	0.00	1,836.00
LIBBY, DAVID	154,137.02	11,284.17	165,421.19
LIBBY, PAMELA	3,470.00	0.00	3,470.00
LIGHTFIELD, GAVRIELLA	108.00	0.00	108.00
LINDSEY, EILEEN	100,446.39	644.91	101,091.30
LINDSEY, JOHN	66,246.46	0.00	66,246.46
LINGAREDDY, SIVAMARUTHI	31,748.23	3,538.76	35,286.99
LISIECKI, EMILY	600.00	0.00	600.00
LOCKWOOD, JESSLYN	71,672.38	0.00	71,672.38
LOMBARD, VIRGINIA	18,075.00	0.00	18,075.00
LONG, ANDREW	146,542.82	3,117.48	149,660.30
LONG, JANINA	2,316.75	0.00	2,316.75
LOPEZ, DIANA	1,923.00	0.00	1,923.00
LOURENCO, PRISCILLA	3,595.00	0.00	3,595.00
LOWDER, MARK	300.00	0.00	300.00
LYNCH, ALEXA	1,408.00	0.00	1,408.00
LYNCH, JOAN	109,515.72	8,463.09	117,978.81
MACDONALD, MARY	4,720.00	0.00	4,720.00
MACDONALD, SHEA	2,498.25	0.00	2,498.25
MACEACHERN, BARBARA	2,540.00	0.00	2,540.00
MACHADO, AVA	2,940.00	0.00	2,940.00
MACKEEN, JESSICA	28,808.22	9,293.60	38,101.82
MACLEOD, ALLAN	92,345.90	0.00	92,345.90
MACMULLIN, ANDREA	99,120.15	3,323.78	102,443.93
MADDEN, MARGUERITE	24,522.49	2,485.00	27,007.49
MAGSARILI, KAITLIN	82,608.95	387.76	82,996.71
MAGUE, PETER	5,914.72	0.00	5,914.72
MAGUIRE, DANIEL	12,085.68	292.36	12,378.04
MAHANNA, CHRISTOPHER	83,775.49	3,441.54	87,217.03
MAHONEY, BAILEY	101,863.30	6,792.63	108,655.93
MAHONEY, EILEEN	3,436.16	0.00	3,436.16
MAHONEY, KELLY	88,253.48	2,196.18	90,449.66
MAIA, PATRICIA	59,980.66	0.00	59,980.66
MALFA, PAULA	25,068.00	857.31	25,925.31
MALHO, DYLAN	10,715.93	568.92	11,284.85
MALIZIA, DAKOTA	757.50	0.00	757.50

NAME	Base Pay	Other Pay	Total
MALONE, MICHELLE	59,493.75	2,560.99	62,054.74
MANGAN, CULLEN	1,200.00	0.00	1,200.00
MANISCALCO, REESE	2,061.00	0.00	2,061.00
MANNA, ALEXANDRA	22,212.01	0.00	22,212.01
MANSON, JULIANA	2,539.14	0.00	2,539.14
MANSON, ROBERT	3,600.00	0.00	3,600.00
MARCHAND, JON	97,645.38	36,026.80	133,672.18
MARCHELLETTA, ALYSSA	4,490.00	0.00	4,490.00
MARINE, CHRISTINE	153.40	0.00	153.40
MARINO, AMANDA	12,246.08	301.52	12,547.60
MARQUES, ALANAH	1,050.00	0.00	1,050.00
MARQUEZ, ELIZABETH	12,749.81	293.50	13,043.31
MARQUIS, PAIGE	74,828.32	13,882.68	88,711.00
MARTEL, AMANDA	69,438.34	1,115.52	70,553.86
MARTEL, GRETCHEN	104,364.16	3,228.64	107,592.80
MARTINEZ ACEVEDO, ZULIANNIE	3,311.50	0.00	3,311.50
MARTINEZ, MANUEL	970.00	0.00	970.00
MARTINS, VICTORIA	2,334.00	0.00	2,334.00
MATAMOROS, CHRISTIAN	25,739.96	612.00	26,351.96
MATTUCHIO, DANIELLE	890.00	0.00	890.00
MAXWELL, VINCENT	66,246.46	2,000.00	68,246.46
MCAULIFFE, MICHELLE	4,203.16	0.00	4,203.16
MCCABE, ROBERT	5,832.72	8,225.00	14,057.72
MCCARRON, TIMOTHY	10,853.16	0.00	10,853.16
MCCARTHY, AMANDA	88,253.48	3,224.55	91,478.03
MCCLUSKEY-SAPIA, LUCIA	13,035.54	291.73	13,327.27
MCCUIN, DAVID	670.00	0.00	670.00
MCDERMOTT, GAIL	997.10	0.00	997.10
MCDERMOTT, LORI	82,485.32	4,302.16	86,787.48
MCGINN, MARYBETH	99,774.03	2,727.18	102,501.21
MCGRATH, MICHELLE	97,867.73	0.00	97,867.73
MCGREGOR FAY, ANNE	93,907.36	0.00	93,907.36
MCHENRY, TIFFANY	61,533.00	1,045.81	62,578.81
MCINNES, JUDI	144,310.96	1,226.73	145,537.69
MCINTYRE, DENISE	44,885.81	400.94	45,286.75
MCINTYRE, ERIN	2,430.00	0.00	2,430.00
MCINTYRE, LAUREN	5,855.00	0.00	5,855.00
MCNEAL, JENNIFER	1,770.00	0.00	1,770.00
MCNEIL, SUSAN	5,484.05	0.00	5,484.05
MCNEIL, TAYLOR	76,705.26	6,140.54	82,845.80
MELLO, MARGARET	600.00	0.00	600.00
MELLY, CHARLAINE	95,310.80	0.00	95,310.80
MELO, BRANDON	3,769.00	0.00	3,769.00
MELO, SARA	7,424.56	0.00	7,424.56
MENDEZ, CRYSTALEE	2,329.20	30.00	2,359.20
MENDOZA, ALEX	51,377.42	479.92	51,857.34

NAME	Base Pay	Other Pay	Total
MERCER, JADEN	300.00	0.00	300.00
MERCER, JENNALISE	900.00	0.00	900.00
MERCIER, KELLY	60,505.24	1,510.91	62,016.15
MERLINO, ANDREA	34,161.34	7,539.53	41,700.87
MERRILL, JENNIFER	86,422.70	2,915.00	89,337.70
MERRILL, KAILEIGH	2,265.90	0.00	2,265.90
MEUSE, BRENDA	93,061.24	6,365.08	99,426.32
MEUSE, DONNA	5,744.83	0.00	5,744.83
MEUSE, SUSAN	64,921.42	1,563.99	66,485.41
MEZIANE, JOANNE	93,407.38	0.00	93,407.38
MICHALIDES, MONICA	5,813.86	0.00	5,813.86
MIDDLETON, JUDITH	95,964.68	415.00	96,379.68
MIELE, CHASE	2,630.39	0.00	2,630.39
MIESES, MERILAN	1,656.00	0.00	1,656.00
MIGNAULT, JOEL	79,361.36	16,680.82	96,042.18
MILLER, KEVIN	77,553.85	721.86	78,275.71
MILLER, SANDRA	69,966.05	1,153.90	71,119.95
MILLIGAN, JENNIFER	92,345.90	2,486.24	94,832.14
MILLIGAN, NANCY	73,563.24	1,300.00	74,863.24
MIRANDA, SHANNON	97,367.69	639.99	98,007.68
MKRTCHYAN-SHAHANIAN, ELINAR	4,686.37	0.00	4,686.37
MODICA, CARRIE-ANNE	25,130.51	832.38	25,962.89
MOFFAT, DAVID	93,407.38	12,638.28	106,045.66
MOLEA, TERESA	92,907.40	0.00	92,907.40
MOLLOY, PETER	93,561.22	0.00	93,561.22
MONBLEAU, KIRK	92,345.90	0.00	92,345.90
MONCADA, CHRISTOPHER	1,687.51	0.00	1,687.51
MOORE, JENNIFER	22,993.70	822.43	23,816.13
MORRILL, KATHLEEN	95,464.65	0.00	95,464.65
MORRILL, THOMAS	99,774.03	14,104.45	113,878.48
MORRIS, CHARLOTTE	3,347.25	0.00	3,347.25
MORRIS, SCOTT	3,762.00	0.00	3,762.00
MOSCHELLA, BRENDA	484.32	0.00	484.32
MOYNIHAN, MAUREEN	65,857.86	320.00	66,177.86
MOYNIHAN, SHEA	300.00	0.00	300.00
MROZOWSKI, JENNIFER	110,015.76	2,388.64	112,404.40
MUGFORD, DEBRALEE	100,680.14	0.00	100,680.14
MUISE, KEVIN	97,213.85	104.58	97,318.43
MULHOLLAND, STACEY	100,197.86	337.88	100,535.74
MULLOY, SHERI	93,907.36	1,356.20	95,263.56
MULNO, SUSAN	66,896.28	7,713.83	74,610.11
MULVANEY, STEPHANIE	27,705.17	0.00	27,705.17
MUNGALACHETTY, ENOCH	368.16	0.00	368.16
MUNN GRIFFIN, BETH	1,574.63	0.00	1,574.63
MURACA, JACLYN	3,620.24	0.00	3,620.24
MURPHY, ALENA	89,769.99	1,669.80	91,439.79

NAME	Base Pay	Other Pay	Total
MURPHY, ERIN	88,853.47	17,418.57	106,272.04
MURPHY, JENNIFER	85,554.67	728.86	86,283.53
MURPHY, KATELYN	92,532.30	687.70	93,220.00
MURRAY, KARA	120,603.07	8,144.86	128,747.93
MURRAY, MCKENNA	990.00	0.00	990.00
NAGHIBI, ALEXANDER	2,960.00	0.00	2,960.00
NARGI, DEIRDRE	6,956.53	0.00	6,956.53
NASHAWATY, JILLIAN	88,253.48	5,279.07	93,532.55
NASTARI, LAUREN	89,769.99	3,621.60	93,391.59
NASTASI, MARIELLEN	102,021.38	3,093.92	105,115.30
NAUGHTON, JULIE	25,865.94	2,245.11	28,111.05
NAYAK, SUVRANGANA	345.15	0.00	345.15
NILES, EMILY	95,410.31	750.10	96,160.41
NOBERINI, JAIME	95,310.80	1,688.36	96,999.16
NOEL, EMILY	82,830.08	1,338.66	84,168.74
NOGUEIRA, ASHLEY	20,682.32	5,094.17	25,776.49
NORDBRUCH, AVA	746.25	0.00	746.25
NORMAN, CIENNA	330.00	0.00	330.00
NORTON, PAUL	5,298.00	0.00	5,298.00
NOYES, LYNN	22,815.00	0.00	22,815.00
NUNES, GABRIELLA	720.00	0.00	720.00
NUNES, TALITA	1,298.44	3,452.50	4,750.94
OATES, KAITLYN	1,650.00	0.00	1,650.00
OBRIEN, CHRISTIAN	58,093.94	38,470.87	96,564.81
OBRIEN, SHAUN	49,283.31	12,053.82	61,337.13
OBRIEN, TIFFANY	19,146.00	0.00	19,146.00
ODONNELL, DOROTHY	14,604.71	309.81	14,914.52
OHARE, NANCY	49,047.09	17,275.16	66,322.25
OKEEFE, ABIGAIL	1,590.00	0.00	1,590.00
OKEEFE, STEPHEN	3,695.00	0.00	3,695.00
OLDFIELD, NAOMI	1,290.00	0.00	1,290.00
OLEARY, SEAN	128,012.85	3,632.38	131,645.23
OLEVSKY, TIMOTHY	93,779.43	3,054.23	96,833.66
OLIINYK, KARA	8,404.08	0.00	8,404.08
OLU, MERCY	461.90	0.00	461.90
OREM, OLIVIA	300.00	0.00	300.00
OSBORNE, M EILEEN	135,278.06	13,783.98	149,062.04
OTERO, COURTNEY	68,571.81	0.00	68,571.81
OTTAVIANO, KARRIE	4,049.76	0.00	4,049.76
OWEN, MOLLY	420.00	0.00	420.00
OWEN, SYDNEY	350.00	0.00	350.00
PACHECO, BROOKE	85,554.67	8,336.04	93,890.71
PACHUCKI, BRENDA	3,080.00	0.00	3,080.00
PAGLIUCA, ELLA	651.95	0.00	651.95
PAGONES, MARIA	71,632.38	278.88	71,911.26
PAIGE, JILLIAN	7,390.00	0.00	7,390.00

NAME	Base Pay	Other Pay	Total
PALANGE, ALISSA	92,907.40	12,288.16	105,195.56
PAQUETTE, KAITLYN	69,031.54	633.60	69,665.14
PAQUETTE, NICOLE	2,520.00	0.00	2,520.00
PARADIS, STACEY	92,907.40	1,243.12	94,150.52
PARISI, ELIZABETH	54,452.11	218.43	54,670.54
PARKER, ALLISON	6,100.00	0.00	6,100.00
PARKER, STEPHEN	3,215.75	0.00	3,215.75
PARRAVANO, ELEANORA	61,315.20	0.00	61,315.20
PARSONS, NICHOLAS	937.50	0.00	937.50
PARSONS, TAMA	3,695.00	0.00	3,695.00
PASCIUTO, FRANCESCA	67,990.87	0.00	67,990.87
PATEL, KUJAN	5,963.51	0.00	5,963.51
PATTERSON, BARRY	55,562.17	38,851.35	94,413.52
PATTERSON, ROLAND	58,829.72	49,590.81	108,420.53
PAULDING, DYLAN	2,630.39	0.00	2,630.39
PAULICHI, ISABELLA	1,560.00	0.00	1,560.00
PAWLICK, JOSEPH	12,056.30	300.97	12,357.27
PAZZANESE, DANIEL	14,780.00	0.00	14,780.00
PEACH, KELLY	30,757.91	1,932.66	32,690.57
PELLEGRINO, CELESTE	74,656.40	10,724.52	85,380.92
PELLETIER, RICHARD	69,892.12	1,119.29	71,011.41
PELOQUIN, CYNTHIA	101,521.34	0.00	101,521.34
PENZA, FREDERICK	1,800.00	0.00	1,800.00
PEREIRA, KAMRYN	7,915.29	0.00	7,915.29
PEREIRA, KENNEDY	3,312.75	0.00	3,312.75
PEREIRA, MELANIE	1,490.00	0.00	1,490.00
PERELLI, LAURA	54,394.34	130.73	54,525.07
PEREZ, JHOSELIN	150.00	0.00	150.00
PESTANA, HENRY	225.00	0.00	225.00
PETERS, ASHLEY	17,475.44	907.95	18,383.39
PETERSON, ASHLEY	95,310.80	72.16	95,382.96
PHINNEY, ROBERT	55,562.15	17,787.35	73,349.50
PICCOLO, AVA	2,075.00	0.00	2,075.00
PIERCE, MADISON	1,200.00	0.00	1,200.00
PIERCE, SHARON	18,730.00	0.00	18,730.00
PIFALO, STEPHEN	97,123.35	839.35	97,962.70
PILLAI, GOWRISUVITHA	29,845.39	2,626.40	32,471.79
PIMENTEL, TISHAWNA	1,748.00	0.00	1,748.00
POGGIO, ROSE	76,173.55	34.86	76,208.41
POLIMENO, KATELYN	70.00	0.00	70.00
POLIMENO, KRISTEN	1,830.00	0.00	1,830.00
PONTES, ANTHONY	5,980.00	0.00	5,980.00
PORELL, JOHN	420.00	0.00	420.00
POTTURI, VENKATA	29,744.07	3,905.50	33,649.57
POWDERLY, PATRICIA	3,455.34	0.00	3,455.34
PRICE, JENNIFER	97,367.69	2,783.16	100,150.85

NAME	Base Pay	Other Pay	Total
PRICE, MICHAEL	25,069.69	0.00	25,069.69
PRICE, RENEE	64,824.47	4,137.45	68,961.92
PRUNIER, JUSTIN	55,562.17	37,282.76	92,844.93
PUCCIO, ERICA	8,215.00	0.00	8,215.00
PULEO, SHAYLEE	4,709.00	0.00	4,709.00
PULLO, JOSEPHINE	5,752.50	0.00	5,752.50
PUMA, DUSTINE	102,265.86	3,790.58	106,056.44
PUMA, MAYA	1,974.00	0.00	1,974.00
RAFIQ, FAUZIA	30,608.20	0.00	30,608.20
RAGUCCI, FELICIA	12,787.86	0.00	12,787.86
RAGUCCI, GIANNA	3,300.00	0.00	3,300.00
RAGUCCI, KRISTIN	18,860.00	0.00	18,860.00
RAINSFORD, LAURA	22,212.01	0.00	22,212.01
RAJU, GEETHA	450.00	0.00	450.00
RAMASKA, CINDY	106,406.42	885.99	107,292.41
RAMOS, GENESIS	1,331.88	0.00	1,331.88
RAMOS, NAYOMI	26,328.70	3,037.13	29,365.83
RANDALL, ERICA	58,056.94	842.90	58,899.84
RASHEED, SHUMAILA	16,700.00	0.00	16,700.00
RASMUSSEN, MICHAEL	15,410.00	0.00	15,410.00
RATTEY, CHRISTOPHER	2,444.00	0.00	2,444.00
RAUSEO, MAURA	73,725.94	671.85	74,397.79
RAWLINSON, FELICIA	142,148.91	3,943.35	146,092.26
REARDON, AMANDA	92,561.26	0.00	92,561.26
REGAN, JULIE	34,023.65	9,002.03	43,025.68
RENNELL, LINDA	4,425.00	0.00	4,425.00
REPPUCCI, DIANE	21,030.00	0.00	21,030.00
REYNOLDS, CHRISTENA	2,584.79	0.00	2,584.79
RICHARD, CHRISTA	25,130.51	6,122.40	31,252.91
RICHARD, DYLAN	1,200.00	0.00	1,200.00
RICHARD, LINDSAY	7,860.89	0.00	7,860.89
RIEGER, JUDE	96,152.37	0.00	96,152.37
RILEY, ANDREA	23,774.98	0.00	23,774.98
RING, KELSEY	88,853.47	7,323.01	96,176.48
RIORDAN, MOLLY	62,153.16	733.50	62,886.66
RIPLEY, KELSEY	4,343.25	0.00	4,343.25
RIVERA, MEAGHAN	25,130.51	2,125.00	27,255.51
ROBERTS, BRITTANY	98,774.01	0.00	98,774.01
ROBERTSON, MICHELLE	3,597.23	0.00	3,597.23
ROBINSON, JILL	80,470.83	7,874.04	88,344.87
ROBINSON, MEGAN	101,021.36	624.00	101,645.36
ROBINSON, WESTLEY	24,086.81	3,346.93	27,433.74
ROBINSON, WILLIAM	45,941.43	7,800.01	53,741.44
ROCCO, CAROL	260.78	0.00	260.78
ROCK, SHAWN	72,089.93	0.00	72,089.93
RODGERS, KRISTI	94,061.26	0.00	94,061.26

NAME	Base Pay	Other Pay	Total
RODRIGUEZ, YESSENIA	1,449.00	0.00	1,449.00
ROGERS, ROBERT	118,464.28	2,123.92	120,588.20
ROMANO, KRISTIN	97,713.83	0.00	97,713.83
ROONEY, CORINNE	58,093.85	17,873.45	75,967.30
ROSARIO, SUSILA	2,250.00	0.00	2,250.00
ROSSI, KAREN	78,355.53	994.65	79,350.18
ROTMAN, KATHERINE	7,014.96	0.00	7,014.96
ROUFF, FRANCESCA	110,015.76	7,674.88	117,690.64
ROY, CONSTANCE	20,903.19	0.00	20,903.19
RUIZ, ARIANNA	29,845.39	1,105.00	30,950.39
RUSSELL, JOSEPH	26,351.48	0.00	26,351.48
RUSSELL, MARK	44,233.01	4,886.12	49,119.13
RUSSO, CAITLIN	3,681.60	0.00	3,681.60
RUSSO, KIMBERLY	103,470.29	0.00	103,470.29
RUSSO, RICHARD	2,250.00	0.00	2,250.00
RYAN, JULIEANN	81,867.50	0.00	81,867.50
RYAN, MELANIE	92,345.90	278.88	92,624.78
RYAN, SHELLI-AN	95,310.80	19,094.79	114,405.59
RYDER, BLAKE	280.00	0.00	280.00
SABILLON, NORA	24,814.40	4,967.51	29,781.91
SADLER, SHEILA	99,273.99	233.30	99,507.29
SANDBERG, MELISSA	14,613.38	363.34	14,976.72
SANSOUCIE, SARA	98,058.67	1,425.98	99,484.65
SANTANA RIVERA, ILIABEL	2,201.00	0.00	2,201.00
SANTORO, JOSEPH	767.00	0.00	767.00
SANTOS, CHRISTINE	1,575.00	0.00	1,575.00
SARCIONE, KRISTI	95,810.78	0.00	95,810.78
SARRAF, JOSEPH	1,069.50	0.00	1,069.50
SAUNDERS, DIANA	1,863.00	0.00	1,863.00
SAUNDERS, PAUL	4,489.00	0.00	4,489.00
SAVAGE, YU	10,207.14	824.26	11,031.40
SCARPA, JADE	92,561.26	0.00	92,561.26
SCHAEFER, VICTORIA	71,025.85	0.00	71,025.85
SCHMIDT, WILLIAM	745.00	0.00	745.00
SCHOLL, LAURA	147.72	0.00	147.72
SCHRIMPF, SIENNA	4,857.00	0.00	4,857.00
SCIALDONE, KELLY	95,464.64	34.86	95,499.50
SCIARAPPA, CATHERINE	5,698.81	0.00	5,698.81
SCOTT, SHAWN	3,750.00	0.00	3,750.00
SCROOC, KYLE	2,040.00	0.00	2,040.00
SCULLY, MARGARET	99,219.26	0.00	99,219.26
SELISSEN, JEANNE	98,314.41	522.90	98,837.31
SERINO, JULIE	96,167.75	348.60	96,516.35
SHANAHAN, STEPHANIE	25,130.51	450.00	25,580.51
SHAO, DANI	101,021.36	0.00	101,021.36
SHEA, KOREY	5,971.00	0.00	5,971.00

NAME	Base Pay	Other Pay	Total
SHEAHAN, KRISTINA	99,120.15	0.00	99,120.15
SHEEHY, RYAN	3,750.00	0.00	3,750.00
SHIMKUS, JAMES	54,838.37	5,815.23	60,653.60
SHIRKOFF, PAMELA	109,515.72	13,015.82	122,531.54
SHIRKOFF, ROBERT	109,169.58	4,759.12	113,928.70
SILVA, CHERYL	34,923.58	1,029.67	35,953.25
SILVERIO, MICHELLE	92,853.65	2,841.85	95,695.50
SIMON, STEVEN	29,095.34	0.00	29,095.34
SINCLAIR, ELAINE	66,550.14	18,537.69	85,087.83
SKAALAND, CARINA	34,023.65	3,548.76	37,572.41
SLATTERY, HANNAH	1,918.50	0.00	1,918.50
SMALLIDGE, DELANEY	5,046.00	0.00	5,046.00
SMALLIDGE, MARY	64,824.47	2,410.46	67,234.93
SMALLIDGE, NICOLE	103,424.76	12,251.61	115,676.37
SMITH, CHRISTINE	92,345.90	242.41	92,588.31
SMITH, JESSICA	16,758.47	300.00	17,058.47
SMITH, MARIE	92,345.90	3,835.02	96,180.92
SMITH, TRACY	2,653.82	0.00	2,653.82
SMITH-DOCKHAM, ALISSA	93,061.24	4,218.06	97,279.30
SOCCI, MARIA	71,672.38	320.00	71,992.38
SOKOL, SUSAN	33,334.18	1,050.03	34,384.21
SORDILLO, DENISE	15,220.95	0.00	15,220.95
SOUDER, CHRISTINA	95,378.63	4,647.87	100,026.50
SOUZA, BRITTNEY	5,980.00	0.00	5,980.00
SOUZA, FLORENCE	100,543.23	0.00	100,543.23
SPANO, NICOLE	24,787.00	925.00	25,712.00
SPATOLA, ASHLEY	92,945.86	2,231.04	95,176.90
SPEZZANO, LORI	34,023.65	2,928.05	36,951.70
SPICER, LAUREN	90,155.77	0.00	90,155.77
SPINALI, CAROLINE	59,493.75	320.00	59,813.75
SPIZUOCO, LEO	3,576.75	0.00	3,576.75
SPONZO, JODI	94,434.81	0.00	94,434.81
SPRINGER, HANNAH	64,515.23	107.00	64,622.23
STAMP, JASON	146,650.56	2,237.58	148,888.14
STANIEICH, CATHERINE	33,262.07	1,018.25	34,280.32
STAPLES, BRIAN	45,941.42	4,668.16	50,609.58
STARKEY, DARYN	79,811.06	0.00	79,811.06
STEWART, LOREN	8,355.00	0.00	8,355.00
STILIAN, MICHELLE	71,672.38	17.43	71,689.81
STILL, STACY	25,176.09	2,985.00	28,161.09
STOKES, KAITLYN	3,769.00	0.00	3,769.00
STONE, JEFFREY	480.00	0.00	480.00
STONE, KIMBERLY	101,675.24	0.00	101,675.24
STOREY, AMELIA	825.00	0.00	825.00
STRICKLER, CHRISTINE	94,810.82	2,371.50	97,182.32
STRICKLER, JULIA	520.00	0.00	520.00

NAME	Base Pay	Other Pay	Total
STRONACH, RICHARD	58,829.73	21,364.43	80,194.16
SULLIVAN, ASHLEY	98,058.67	1,132.80	99,191.47
SULLIVAN, BARRY	54,449.38	1,467.09	55,916.47
SULLIVAN, ERIN	24,522.49	3,515.18	28,037.67
SULLIVAN, JAMES	97,013.36	11,697.58	108,710.94
SULLIVAN, MARIA	9,499.37	0.00	9,499.37
SULLIVAN, MICHAEL	370.00	0.00	370.00
SULLIVAN, YVETTE	1,974.90	0.00	1,974.90
SURRAN, KATHLEEN	2,730.52	0.00	2,730.52
SWANSON, ERIN	91,041.87	0.00	91,041.87
SWEENEY, CHARLES	40,508.08	503.25	41,011.33
SWEETAPPLE, EMMA	86,841.65	2,756.33	89,597.98
SYLVERT, RUTH	4,585.00	0.00	4,585.00
SZUM, LAURA	96,152.37	261.45	96,413.82
TAGGART, ELIZABETH	9,700.00	0.00	9,700.00
TAGGART, JULIE	94,964.66	1,939.03	96,903.69
TAMBURRINI, MEGHAN	1,764.10	0.00	1,764.10
TARIRA, GLADYS	1,181.18	0.00	1,181.18
TAVAREZ SILVESTRE, LUIS	1,476.40	0.00	1,476.40
TAYLOR, ALICIA	59,419.16	3,383.84	62,803.00
TAYLOR, RYLEE	975.00	0.00	975.00
TEIXEIRA, DANIEL	26,328.70	2,662.02	28,990.72
TETRAULT, LAURA	11,019.83	0.00	11,019.83
THAP, JOANNE	1,874.50	0.00	1,874.50
THARRETT, CANDACE	148,931.45	3,224.13	152,155.58
THARRETT, CONNOR	1,080.00	0.00	1,080.00
THARRETT, MADISON	900.00	0.00	900.00
THAYAAPARAN, SUGARNA	12,538.51	293.50	12,832.01
THEISEN, ANNE	30,579.35	2,225.00	32,804.35
THERIAULT-REGAN, BRENDA	218,903.19	13,841.99	232,745.18
THIBAUT, MAUREEN	15,470.80	0.00	15,470.80
TIDD, JENNIFER	8,734.56	4,754.32	13,488.88
TIERNEY, LAUREN	90,755.19	3,335.74	94,090.93
TIRABASSI, MELANIE	45,168.04	0.00	45,168.04
TIRADO, JANNELIS	1,472.00	0.00	1,472.00
TIWARI, PRATIBHA	14,391.70	0.00	14,391.70
TOGNARELLI, MELISSA	400.00	0.00	400.00
TOMASI, LESLIE	11,790.25	319.45	12,109.70
TORNAME, NANCY	14,340.00	0.00	14,340.00
TORRA, TRACY	375.83	0.00	375.83
TORRES, STEVEN	150.00	0.00	150.00
TOSCH, MASON	6,820.00	0.00	6,820.00
TRAMONTE, LISA	84,633.96	3,145.10	87,779.06
TRANT, DAVID	260.00	0.00	260.00
TRANT, LINDA	14,850.00	0.00	14,850.00
TRANT, PAUL	14,550.00	0.00	14,550.00

NAME	Base Pay	Other Pay	Total
TRANT, TIFFANY	109,015.74	685.72	109,701.46
TREVOR, ALYSE	90,034.20	34.86	90,069.06
TRODDEN, TREVOR	150.00	0.00	150.00
TRODDEN, TYLER	410.00	0.00	410.00
TROTTA, MATTHEW	2,000.00	0.00	2,000.00
TRUDEAU, SUSANNE	26,829.82	0.00	26,829.82
TRYDER, TINA	45,392.71	0.00	45,392.71
TSAKALAKOS, ELIAS	1,155.00	0.00	1,155.00
TSAKALAKOS, SARAH	95,310.80	11,417.50	106,728.30
TUCCERI, AVA	3,469.50	0.00	3,469.50
TULLY, ALISON	930.00	0.00	930.00
TUMMINELLI, CORY	22,776.13	2,650.00	25,426.13
TURGEON, SARAH	76,124.96	3,126.23	79,251.19
VALCOURT, KRISTINA	87,906.17	156.87	88,063.04
VALDES, EMILY	12,265.00	0.00	12,265.00
VANGORDER, LAUREN	55,830.68	320.00	56,150.68
VENTURA, CATHERINE	110,015.76	3,949.50	113,965.26
VILLETT, RYAN	30,510.95	767.25	31,278.20
WALDRON, SEAN	86,043.00	2,915.00	88,958.00
WALDRON, TYLER	900.00	0.00	900.00
WALKER, KERRY	5,164.00	0.00	5,164.00
WALKER, RYAN	1,671.00	0.00	1,671.00
WALLACE, ERIN	14,117.76	0.00	14,117.76
WALLACE, JOY	2,310.00	0.00	2,310.00
WALLACE, KATHRYN	32,775.36	0.00	32,775.36
WALLES, TYLER	1,690.00	0.00	1,690.00
WALSH, ELAINE	6,454.50	0.00	6,454.50
WALSH, KERI	10,464.30	0.00	10,464.30
WALSH, SUSAN	92,945.58	2,486.24	95,431.82
WANDELL, HAYLEY	11,100.00	0.00	11,100.00
WATERWORTH, RILEY	1,935.75	0.00	1,935.75
WEESE, BRET	75,810.74	18,734.63	94,545.37
WEIR, JOHN	142,857.17	3,846.33	146,703.50
WELCH, CHRISTINE	94,810.82	3,270.37	98,081.19
WELCH, DEREK	1,680.00	0.00	1,680.00
WELCH, KELLYN	93,061.24	10,071.37	103,132.61
WELCH, MADISON	4,729.27	0.00	4,729.27
WELCH, MEAGAN	86,043.00	904.42	86,947.42
WELCH, PATRICIA	60,505.17	13,884.04	74,389.21
WEST, ERIC	52,747.42	12,263.09	65,010.51
WESTAWAY, KATELIN	81,912.00	3,771.28	85,683.28
WHITE, CASIE	21,497.70	400.00	21,897.70
WHITE, LINDSEY	92,058.75	4,854.48	96,913.23
WHYNOT, ANN	98,538.42	3,440.23	101,978.65
WILKEY, JESSICA	4,720.00	0.00	4,720.00
WILLIAMS, LAURA	94,810.82	624.00	95,434.82

<b>NAME</b>	<b>Base Pay</b>	<b>Other Pay</b>	<b>Total</b>
WILSON, SCOTT	5,980.00	0.00	5,980.00
WILSON, TYLER	12,344.00	0.00	12,344.00
WINCHELL, VANCE	90,628.34	107.00	90,735.34
WINN, PAIGE	30,757.91	12,534.00	43,291.91
WON, YOUNG	363.24	0.00	363.24
WRIGHT, ANDREA	23,549.88	840.07	24,389.95
WROBEL, SHELLEY	94,061.26	0.00	94,061.26
YORE, SARAH	103,424.76	0.00	103,424.76
YOUNG, JAIME	315.00	0.00	315.00
YOUNG, PATTI-ANN	76,124.96	0.00	76,124.96
ZAKI, NANCY	94,434.81	1,952.16	96,386.97
ZAROULIS, JENNIFER	95,810.78	0.00	95,810.78
ZBIEG, RICHARD	63,600.20	722.56	64,322.76
ZELAYA DA SILVA, MARIA	840.00	0.00	840.00
ZIMMERMAN, JAY	58,466.70	79.02	58,545.72
ZIOLKOWSKI, SARAH	2,315.00	0.00	2,315.00
ZUCCO, ERNEST	93,407.38	6,053.68	99,461.06
ZUKA, ALISA	51,332.85	5,857.50	57,190.35
ZULLO, LISA	98,098.51	0.00	98,098.51
ZWIREK, NICOLE	101,521.34	0.00	101,521.34

# SHAWSHEEN VALLEY REGIONAL VOCATIONAL/TECHNICAL SCHOOL DISTRICT

The Shawsheen Valley Regional Vocational Technical School District (SVRVTS) is pleased to submit its 2024 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 54<sup>th</sup> 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., Chair from Bedford; Ronald Fusco, Treasurer and Taryn Gillis, Vice-Chair from Billerica; Kent Moffatt and Stacey Huberty, Secretary from Burlington; Patricia W. Meuse, Esq. and Robert Hutchins from Tewksbury; and Charles Fiore and Gwen Lawson 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 two hundred and eighty-one (1,281) high school students were reported to the Department of Elementary and Secondary education (DESE) in SVTHS's high school foundation enrollment in October of 2024, 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-three (153) 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 2024, SVTHS graduated 326 seniors. Forty-eight percent (48%) 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-five percent (45%) of the graduates intended to continue working in their trade or another pathway, and five (5) graduating seniors planned to enlist in the military.

*Scholarships and Awards.* One-hundred fifty (150) scholarships were distributed to eighty-four (84) students in the Class of 2024 totaling \$138,900. Twenty-seven (27) members of the Class of 2024 were members of the National Honor Society (NHS) and the National Vocational Technical Honor Society.

*Cooperative Education Program.* At the conclusion of the 2024 school year, seventy-one percent (71%) 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 two hundred fifteen (215) local employers. Of the students participating in Cooperative Education, one-hundred seven (107) planned on continuing their employment post-graduation.

*Student Mental Health and Wellness.* The 2023-24 school year at Shawsheen focused on enhancing support for neurodiverse students through additional professional development on the District Curriculum

Accommodation Plan (DCAP) and Tier 1 interventions. Significant efforts were made to assess and improve the Student Support Team (SST) process within the broader Multi-Tiered System of Support (MTSS) framework. This included introducing new Tier II interventions and collaborating with a contracted BCBA to strengthen Tier 1 interventions. Furthermore, Shawsheen implemented a weekly attendance meeting to address student concerns and continued using the BIMAS-2 universal mental health screener to identify prominent student needs.

*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 2023 as the most recent year for the four-year cohort graduation rate and 2022 as the most recent year for the five-year graduation rate as follows: four-year cohort graduation rate: 99.6%; five-year graduation rate: 98.3%

SVTHS continued to exhibit one of the lowest dropout rates in the Commonwealth. The Department of Elementary and Secondary Education factors in 2023 as the most recent year for the annual dropout rate as follows: annual dropout rate: 0.1%.

*Concurrent Enrollment.* SVTHS provides access to seven concurrent enrollment courses: English Composition I with Honors Literary Analysis, English Composition I, Statistics, Calculus I, Chemistry I, Physics I, and American Government. Students enrolled in these courses earn college credits through Middlesex Community College while still in high school. These credits can be transferred to other post-secondary institutions, depending on the student's chosen college or university. 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-six (86) 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 342 students comprising nearly twenty-seven percent (27%) of the 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 2024 with one student still finishing the program. This compares to a state average of approximately seventy-eight percent (78%) for students with disabilities.

Shawsheen was approved to be a targeted Title 1 school. Students with disabilities can receive targeted instruction, supports, and intervention accessing academic and vocational-technical curriculum.

This year, eighty-seven percent (87%) of freshman students with disabilities passed their 9th grade classes. For upperclassmen in grades 11 and 12, sixty-two percent (62%) of students with disabilities completed advanced courses. All students with disabilities in the class of 2024 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, alert system, pass system, vaping 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 continued to work to increase the number of applicants for grade 9 seats, establishing a waiting list of in-district students to fill seats as needed. To support and streamline the admissions process, our online application software has been implemented, automating much of the process and enabling SVTHS to monitor and analyze real-time applicant data. This year the recruitment team both visited and hosted our sending schools. After each visit, our online application software, Go2CTE, has allowed us to track the spikes in applications by community. In addition, three of the sending schools have brought all their eighth-grade students to visit SVTHS and tour our vocational technical areas. 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 from this time last year. SVTHS continues to explore more options for bringing all eighth-grade students from our sending districts onto our campus next year.

*Adult Continuing Education.* Shawsheen's Adult Education program offers a range of vocational and technical courses for adults aiming to expand their knowledge and skills for the 21st-century workplace. The programs include enrichment courses, certificate-based and licensing trade programs, and workforce development initiatives. These are designed to help individuals develop or enhance job training skills and improve the quality of life for community residents. The program runs two semesters, from September to June, offering classes in business and computer applications, culinary arts, art and creative mediums, personal finance, welding, and more. In FY24, the adult education program served 487 learners.

*Workforce Development Training.* Once again Shawsheen received funding from the NAMC and MassHire Metro North WIB to support statewide initiatives addressing skills gaps identified in the Northeast Regional Labor Market Blueprint in the Advanced Manufacturing field of Welding. Participants completed an 8-week, 300-hour hands-on training program with courses focused on academic competencies related to Advanced Manufacturing and Welding to prepare for the American Welding Society –AWSD1.1 GMAW Welding Certification. This year's program began with 11 unemployed adults, of which 9 successfully graduated from the program with job offers from local employers and labor unions, and the remaining 2

secured employment in the trade before the end of the program. The continued success of this program is in no small part due to the expertise of Shawsheen’s talented welding instructors and the ongoing support of our regional workforce development boards and local employers.

*School of Practical Nursing.* Shawsheen Valley School of Practical Nursing graduated 25 students in June 2024. 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 9th annual “Summer at Shawsheen” program in 2024 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-two course offerings drew 604 students ranging in age from 6-18 years old. All five member towns sent participants to the program with the most coming from Billerica (304) and Wilmington (131). Since its inception, “Summer at Shawsheen” has had an impactful reach with a total of 3,091 participants.

*Project Explore.* In 2024, Shawsheen's Project Explore program engaged 456 seventh-grade students, reinforcing the school’s high school admissions and recruitment strategy. This exclusive program, designed for students within Shawsheen’s district, not only serves as a community service initiative but also plays a crucial role in early career exploration. By offering hands-on exposure to six vocational-technical programs, Project Explore encourages interest in technical education, having a direct impact on high school admissions decisions. The three-week program, held in three separate sessions, maximizes student involvement and fosters strong connections between prospective students and Shawsheen’s diverse offerings. The program's comprehensive marketing approach—via postcards, emails, middle school outreach, and community announcements—enhances its reach, ensuring potential applicants are informed and engaged at an early stage in their educational journey.

*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 Arctic Aquatics. 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. Swim lessons commence in the fall, winter, spring and summer. The program employees over thirty students from the surrounding sending districts.

## Athletics

*Athletic Achievements.* Calendar year 2024 was a year of tremendous success for the Shawsheen Athletic Program. The Rams won CAC League titles in: Boys Hockey, Wrestling, Baseball, Boys Lacrosse, Girls Lacrosse, Golf, Football and Volleyball. The School also won State Vocational Titles in Boys Swimming, Boys Hockey, Wrestling, Baseball, Boys Lacrosse, Boys Track and Volleyball.

Boys Hockey and Football both reached the Final Four of the MIAA Tournament with Football advancing with a record season of 13-0 to win the Super Bowl at Gillette Stadium and earning the Division 5 State Football Championship. Volleyball also set a school record for most wins in a season with 23.

Individual Wrestling Honors: Divisional 1/North Wrestling Titles: Sid Tildsley, James Tildsley and Caleb Caceres; Divisional State Wrestling Titles: Sid Tildsley and James Tildsley; Massachusetts All State

Wrestling Champions: Sid Tildsley and James Tildsley and New England Wrestling Champion: James Tildsley

Also, during the 2024 calendar year –athletes earned All Scholastic Honors - Chase Darcey (Boys Hockey), Sid Tildsley (Wrestling and Football), James Tildsley (Wrestling and Football), Jake Banda (Football) and Cullen Walsh (Football). Dozens of student-athletes were honored as CAC and Lowell Sun All Stars. Football head coach, Al Costabile also won Coach of the Year honors for the CAC League, Lowell Sun and Boston Globe.

The success of the athletic program resulted in being awarded the Boston Globe’s prestigious Walter Markham award for the third year in a row, 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.* The construction cluster of Carpentry, Electricity, Masonry & Tile Setting, and Plumbing have refined their project-based learning (PBL) with in-house and community construction projects. These real-world projects and student-directed activities allow students to build knowledge and master their trade skills. Many of the framework standards that are critical areas of competency are not only aligned with the curriculum and hands-on instructional approaches but empower teachers to guide learning activities and access student growth every day. Safety training is demonstrated daily, health and safety practices are part of every activity in the shop environment and/or on a project/building site. These include the management and maintenance of equipment and tools, the use of personal protective equipment (PPE), and personal safety practices that include obtaining safety credentials/certifications OSHA 10-Hour Card Construction, Hot Works Certificate, MEWP Aerial and Scissor Lift Training, and various Viega trainings and certificates. Students participating in the Cooperative Education Program are as listed: 23 of 25 Plumbers - 92%, 19 of 23 Carpenters - 83%, 27 of 28 Electricians – 96%, and 10 of 13 Masons - 77%.

Some of the construction projects include.

- Billerica Housing Authority - Various Projects
- Tewksbury Home Build - 97 Florence Street
- Tewksbury Soldier On (private non-profit organization dedicated to ending veteran homelessness)
- Burlington Historic Storage Shed at West School Site
- Bedford American Legion - 357 Great Road
- Town of Billerica - Billerica Holiday Festival with Electrical Union Local 103
- Billerica Elks - Exterior Railing Project
- Stone Zoo - Franklin Park Zoo
- Culinary Loading Dock Shed
- Stadium Toilet Facility Project

#### Manufacturing Cluster

*Advanced Manufacturing Technology.* Advanced Manufacturing received two new TRAK machines through a donation from Southwestern Industries – a TRL 1630RX Toolroom Lathe and a TMC5 Toolroom Machining Center/Drilling & Tapping. This cutting-edge technology benefits student learning in the development of higher-level thinking, oral communication, and self-management skills. In the SkillsUSA competition, two students won gold medals at the District competition and qualified for the state competition, where they won gold again and qualified for SkillsUSA Nationals in Georgia. The students each won silver medals in Atlanta. Eighty-percent of seniors participate in the cooperative education program.

*Electronics / Engineering Technology.* Since the addition of Engineering Technology to the Electronics program, teachers have created additional project-based activities of challenging STEM projects. These innovative projects empower students to explore, innovate, solve, and create learning experiences that are connected and relevant to the real world. By implementing a learner-centered approach to teaching, problem-based, transdisciplinary, and personalized activities have increased. All grade levels are now exposed to projects that require students to think like engineers as they design, build, and test their own solutions to evaluate these challenging projects. With the recommendation of the advisory board and the capital budget process, the program received two complete FESTO Didactic MecLab packages and a BOFA fume extraction system for the Epilog Fusion Pro laser cutter and engraver. Seventy-one percent of the seniors participated in the cooperative education program, while forty-one percent of the juniors were also employed by the end of the year.

*Drafting.* Each year, the Drafting program supports numerous school initiatives by creating drawings for in-house and community building projects. These projects provide teachers with the opportunity to embed the Project Based Learning (PBL) teaching method in which students learn by actively participating in real-world and personally meaningful projects. Some projects include Masonry Shop renovation drawings and presentation board, Nursing Office renovation drawings and presentation board, Cosmetology shop expansion drawings, HVAC-R shop renovation drawings, updated school evacuation plans with new room numbers, Caira/Guidance Substance Abuse Awareness event field layout, collaboration with Cosmetology for their senior project of designing a salon community, Lighthouse for Wilmington community member & Historic Shed at the West School in Burlington. Drafting students continue to excel at SkillsUSA competitions, as a Drafting student won the gold medal at the States Competition in Architectural Drafting; unfortunately, he was unable to attend Nationals due to illness. Sixty-two percent of seniors participated in the cooperative education program. An integral part of their program was lost with the retirement of Mr. Robert Guelli and his eighteen years of service to the district.

*Information Support Services & Networking / Programming & Web Development.* The program has received a face-lift with newly designed workstations enabling students to tackle CompTia's A+ and Microsoft Technology Associate certifications, among others. Students can also experience hands-on classroom labs and Microsoft and CISCO online based curriculum. Many of the project-based activities are expanding to mirror innovations such as social networking, cloud computing, e-commerce, web conferencing, and desktop virtualization. Also recognized are the global demands for information and communication Technology (ICT) skills. Providing these types of related fields allows students the opportunity to expand their skills and knowledge for employability/career readiness. Ten seniors participated in the cooperative education program, while six juniors were also out working in industry.

#### Transportation / Production Development Cluster

*Automotive Technology.* With the recommendation of the Advisory Board, the program received approval to purchase a \$36,500 alignment machine providing the latest technology in the field. Enrollment continues to be very strong as the sophomore class has 26 out of 26 spots filled (100% enrollment.) Although hands-on work is an essential component of the program, students are not just working under the hood anymore - with the advent of new high-tech features, microchip-controlled systems and even fully electric vehicles, our students are now learning and working on the most current vehicles, ensuring a well-rounded training regimen of skills. With strong partnerships with local automotive shops and dealerships, seniors are quickly entering the job market with a 100% placement rate (19 out of 19) in our cooperative education program.

*Auto-Collision Repair & Refinishing.* Jack's Used Auto Parts continues to donate vehicles that allow students to hone their skills on real automotive parts, components, and accessories. Keystone Automotive also donated over one hundred fenders, a valuable resource that is essential to the freshman curriculum. Numerous community projects serve our students well in developing their creative skills, especially when it came to painting Stone Zoo decorations for "Zoo Lights." The I-CAR Academy program is another important resource in providing comprehensive training and retaining entry-level talent. Safety certifications include Hot Works and Fusion S/P2 collision repair and refinish training, which gives students

the awareness they need to recognize the hazards around them, as well as training that gives students the opportunity to earn exclusive safety industry credentials. Sixty-seven percent of the senior class participated in the cooperative education program.

*Metal Fabrication & Joining Technologies.* A competitive \$361,950 Skills Capital Technology and Equipment Grant was awarded to the program. With recommendations from the advisory board, new cutting-edge equipment was purchased including: (29) Miller Welding Packages - (3) Siegmund Imperial Welding Tables - (2) Downdraft Welding Tables - (1) Guillotine Shear - (1) Vertical Band Saw - (1) Dry Mitering Abrasive Saw - (1) Drill Press. This strong advisory board has also assisted in the acquisition of this equipment while bringing new ideas and initiatives to the program. Community and district projects continue to be a strong hold for students as they master their skills. A rolling portable press box for the Bedford baseball team was one of the outstanding projects that students used their skills on. Other notable projects included creating structures and decorations for the Stone Zoo's ZooLights Winter Wonderland. After twenty-two years of service to the district, Thomas Lothian retired.

*Heating, Ventilation, Air Conditioning & Refrigeration.* The final phase of shop renovations were completed, allowing students to learn new technologies and refrigerants in a safe learning environment. Obtaining essential recognized industry credentials continues to be a stronghold of the program. All seniors earned the National Fire Protection Association (NFPA) Hot Work Safety Certificate, Environmental Protection Agency (EPA) 608 Certification, Occupational Safety, and Health Administration (OSHA) 10-hour construction card. Eighty-five percent of seniors participated in the cooperative education program. Senior Cole Kelley won his third HVAC&R Gold Medal at the SkillsUSA National Competition in Atlanta. This was the first time a student in the state of Massachusetts had accomplished this feat.

#### Arts, Communication & Business Cluster

*Culinary Arts / Hospitality Management.* Patrick Delaney of the Lawrence Fire Department certified all grade levels in cardiopulmonary resuscitation (CPR). A Culinary senior won a \$2,000 Massachusetts Restaurant Association's Educational Foundation (MRAEF) scholarship, becoming the third Shawsheen Culinary student to win this award. The tradition of participating in the Massachusetts Statehouse "Day on the Hill" was attended by four culinary seniors who served BBQ pulled pork nachos with spiced rice & mango salsa in the Hall of Flags. The 3rd Annual Slider Challenge at Blackstone Valley Tech was another success for the students who finished second in the event. The community also enjoyed some special offerings on St. Patrick's Day with Irish inspired lunches, available for dining in or take out, as well as the Vietnam Veterans' Luncheon which honored all guests who served with a free lunch, sponsored, and hosted by the North Billerica/Solomon VFW Post 8819. After thirty-one years of service, Joseph Williams has retired from the Culinary Arts program.

*Business Technology / Marketing.* The school store purchased a new electronic point of sale (POS) platform, which has allowed the store to streamline its payment process and inventory through a scanner system. The implementation of this new cutting-edge technology has given students the confidence to interview with employers. The stronghold of the Microsoft Office Applications curriculum and certification program continues to empower students with the knowledge and credentials needed in industry and/or post-secondary education experience. A student from the Business Technology / Marketing program qualified 1st in Massachusetts for Microsoft PowerPoint 365 APPS during the fall qualifying period (Jun-Dec) and received an invitation to the U.S. National Championship Competition. Thirty-seven HP® ZBook Workstations laptops were purchased through the capital budget process and advisory board recommendations. These high-end laptops provide the blend of components to meet the program's software and performance needs. Four juniors won the gold medal in the state SkillsUSA Entrepreneurship team competition. Fourteen of the sixteen seniors participated in the cooperative education program.

*Design and Visual Communications.* Students continue to expand their horizons, with twenty of the twenty graduating students going on to some form of post-secondary education. Four students took advantage of the early education program and successfully completed a rigorous fifteen-week course at Montserrat

College of Art. Winning art competitions throughout the state was also a highlight this year - out of 808 submissions, four Shawsheen Tech students were selected by UMass Dartmouth CVPA's Associate Dean Ann Kim to have their work displayed in the show! Three students presented at the UMass Lowell Regional Exhibition, and six students were juried and selected to compete in the Montserrat College of Art Congressional High School Art Competition. Two students took the initiative to obtain a full-time trade related freelance business license. The program also brought in a professional artist to lecture and demonstrate as well as having three creative professionals come in and work with the students to enhance their skillsets.

*Graphic Communications.* The expansion of the program has incorporated the skillsets of screen printing, embroidery, wall graphics, large format printing, and graphic design. Over a three-year period, the curriculum has embedded various industry standards, providing a wealth of opportunities for students to be employed in a range of authentic project-based activities. Earning industry-recognized credentials and winning industry awards from the Printing Industries of New England (PINE) has enhanced the growth of many of the students, as well as the opportunity to build a strong portfolio/resume. Five students won PINE awards, with one student winning Best in Show, which is equivalent to a gold medal. One student won a gold medal at the SkillsUSA State Competition and advanced to the National Competition in Atlanta, where they placed eleventh. Sixty-three percent of the senior class participated in the cooperative education program with local businesses.

### Health Services Cluster

*Cosmetology.* The in-house salon continues to be a great asset to the community and to upperclassmen who can hone their skills in hair, skin, and nail services. A strong sophomore curriculum offers a wide range of fundamental subjects related to beauty, skin care, hair care, makeup, nail care, and salon management. In many cases, collaboration with academic instructors is integrated into lessons to enhance learning within the activities. Junior students continue to receive their safety certifications from Fusion SP/2 for Infection Control, which meets the highest industry safety standards. Revisions to the frameworks have expanded the activities and skills for student knowledge and practice, working with all textures of hair and styling products. Project-based activities continue to be essential in all aspects of training for all grade levels. Ten seniors passed the Massachusetts Cosmetology State Exam to become licensed cosmetologists. Seven students participated in the cooperative program, working in local hair salons. Theresa Cawley retired after twenty-eight years of service to the district.

*Medical Assisting.* Shawsheen's Health & Medical Assisting students were invited to participate in the inaugural Junior Laboratory Ambassadors program. During the week of February school vacation, the students participated in a variety of enriching activities focused on the different areas of laboratory medicine. Activities included hands-on experiences in our student laboratory and visits to academic medical centers at Massachusetts General Hospital and Brigham and Women's Hospital, where students explored the intricacies and multiple facets of laboratory medicine. Topics covered included immunohematology (blood banking), immunology, hematology, clinical chemistry and microbiology. Students also had the opportunity to tour clinical and anatomic pathology laboratories and participate in a career panel with professionals in the field. Patty Zediana retired after eleven years of service.

*Dental Assisting.* Since the inception of this program, enrollment has been at one hundred percent capacity. Over the years, the skills presented have been varied and challenging, drawing on both interpersonal and technical skills. One of the main objectives continues to be on therapeutic communication to effectively work with patients, dental terminology, anatomy and physiology. Chair-side procedures and model trimming techniques are also a focus of our dental curriculum. Through the capital budget process and recommendations from the Advisory Board, the program purchased two new DXTTR mannequins to teach students how to place and expose dental radiographs. Sixteen high-end laptops were also purchased to accommodate the Dentrix dental software. These items are essential in preparing students for the Dental Assisting National Board (DANB) national exams, which is embedded with the Radiation Health and Safety

(RHS) and Infection Control Exam (ICE) standards. Six seniors are participating in the cooperative education program, with four juniors already in the workforce.

*Health Assisting.* Shawsheen's Health & Medical Assisting students were invited to participate in the inaugural Junior Laboratory Ambassadors program. During the week of February school vacation, the students participated in a variety of enriching activities focused on the different areas of laboratory medicine. Activities included hands-on experiences in our student laboratory and visits to academic medical centers at Massachusetts General Hospital and Brigham and Women's Hospital, where students explored the intricacies and multiple facets of laboratory medicine. Topics covered included immunohematology (blood banking), immunology, hematology, clinical chemistry and microbiology. Students also had the opportunity to tour clinical and anatomic pathology laboratories and participate in a career panel with professionals in the field. The tradition of winning at the SkillsUSA competition continues, with a team of four students winning gold medals at the State Competition in the Health Knowledge Bowl contest and a 9th place finish at the National Competition in Atlanta. One Health student won the gold medal in Basic Health Care Skills at States and the silver medal at Nationals. A Billerica senior won the Gold Medal at both the State and National Competitions. These results serve as benchmarks for student achievement and the success of the program.

### Miscellaneous

*U.S. CTE Presidential Scholars.* Shawsheen Valley Technical High School is proud to announce that senior Sarah Johansen has been recognized as one of five U.S. CTE Presidential Scholars for the state of Massachusetts. This prestigious award, presented by the Massachusetts Association of Vocational Administrators (MAVA) and the Massachusetts Department of Elementary & Secondary Education (MA DESE), underscores Sarah's exceptional achievements and leadership qualities.

*SkillsUSA.* This organization provides competitive activities in which students strive to excel in a variety of occupational skills and leadership areas. Competition in skills and personal achievement is encouraged at all levels. Leadership contests include public speaking, parliamentary procedure, safety, opening and closing ceremonies, and job interviewing. Occupational competitions include the building trades, health occupations, automotive technology, electrical/electronics industry, personal services, and many others. NOTE: History was made in Massachusetts when Cole Kelly won his 3rd National Gold Medal in Heating, Ventilation, Air-Conditioning & Refrigeration - Shawsheen Valley's outstanding competition records began locally and continued through the state and national levels. Here are the results:

- 172 students participated in the District competition; received 66 medals - 21 Gold, 27 Silver, 18 Bronze
- 56 students participated in the State competition; received 28 medals - 16 Gold, 3 Silver, 9 Bronze
- 15 students participated in the National Competition; received 5 medals - 2 Gold, 3 Silver

*Robotics Club.* The 2023-24 VEX Robotics Over Under Challenge was a complete success for our students. The VEX Robotics Team 5313 competed at the Winter Classic at Mashpee Middle High School in Mashpee on Saturday, January 6, 2024. Teams from across the southern New England region, forty-four in all, vied for skills and qualifications. The competition was fierce, but the Rams' grit prevailed and all four of Shawsheen's robot teams (A, B, C & D) qualified. Teams A and B both pulled ahead and made it to the finals, where they were ultimately defeated. This was Shawsheen's first ever appearance in the finals, which put the Robotic Rams on the map.

### 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 2024. Those retirees are: Denise Ahearn, Food Services; Theresa Cawley, Cosmetology Instructor; Robert Guelli, Drafting Instructor; Thomas Lothian, Metal Fabrication Instructor; Jeanne Murray, Receptionist, Joseph Williams, Culinary Arts Instructor; and Patricia Zediana, Medical Assisting Instructor.

# COMMUNITY DEVELOPMENT

**Community Development**

**Zoning Board of Appeals**

**Board of Health**

**Building**

**Conservation Commission**

**Planning Board**

**Community Preservation  
Committee**

# COMMUNITY DEVELOPMENT

## *Introduction*

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, Abigail Mahoney, Planner/Conservation Agent following the departure of Joe Fontaine in April 2024, 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. Recording Secretary Christine Connelly provides minutes-taking 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>. A subsequent Master Plan update will be undertaken in 2025 with a targeted adoption in 2026.

Below is a sampling of Master Plan activities that occurred in 2024, 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.
4.2.34	Pursue intersection improvements at Route 38 intersections as described in this Master Plan.	Main/ Pleasant St improvement project review ongoing by MassDOT.
4.2.52	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.
4.3.18	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 2024 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, which opened in March 2023, has been permitted for expansion of their operations to the adjacent single-family home parcel.  Helped facilitate Sterling Corporation embarking on cold warehouse storage as a new use in an existing industrial park, which has resulted in several new innovative uses proposed for the use table in 2025.
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.	Cold storage warehouse, data centers, R&D uses to be considered for Town Meeting 2025.
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	Following several seasons of successful management and monitoring, the Town is organizing several outreach events to promote Long Pond’s vitality.
4.7.4	Consider renovating Public Works building.	Construction underway as of December 2023.

### ***Zoning Bylaw Updates***

There was a proposed amendment to the Zoning Map to incorporate updates to the SBDA Plume Area and Buffer Zone associates with the Sutton Brook Disposal Area based on ongoing testing in the area. This amendment was adopted.

### ***Green Committee***

The Green Committee continued to work on energy conservation projects through the State’s Department of Energy Resources (DOER) Green Communities. This includes energy conservation measures that are being implemented in municipal and school buildings. Since 2011, staff have been instrumental in securing grant funding for 37 energy efficiency projects totaling \$1,351,719. A grant application for a variable refrigerant flow (VRF) HVAC system for the South Fire Station was submitted to the Department of Energy Resources (DOER) in October 2024 for \$118,278.50. This work would replace four existing gas furnaces and four existing condensing units and includes weatherization work.

The Green Committee consists of Tom Cooke, Alexandra Lowder, Vin Bomal, and Jon Marchand.

## ***Community Education and Outreach***

Beyond its statutory responsibilities, the Planning and Conservation office undertakes special initiatives. In September 2024, the Town Planner and Conservation Agent were requested to present to a group of area real estate agents following a successfully executed educational seminar last summer. The 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 in addition to timely topics such as the Governor's Housing Bond Bill signed into law in August 2024. It was well received, and this office intends to continue to conduct similar educational opportunities in the future. Additionally, the new Conservation Agent participated in three of the Town farmer's market to offer residents an opportunity to learn more about wetlands, permitting, and related initiatives. This presence increased the department's visibility in the community and offered a more informal opportunity to discuss often inaccessible topics.

This office is also highly involved in community events and working on innovative ways to involve residents in the Town. Notably, the summer farmer's market is run through this office via the Town Planner in collaboration with the Community Outreach Librarian. This market is extremely successful and showcases not only area businesses but features several prominent Tewksbury-based businesses. Last winter, the market had its indoor market pilot at the Tewksbury Senior Center. It was a resounding success, and the market will be back there this winter with an additional market, up from three to four markets. This has been a great way to showcase the Senior Center and give residents more information about programs.

Fall 2024 saw the Town's first-ever Fall-O-Ween celebration which was coordinated through the Community Development Office in conjunction with the Police and Fire Departments, Library, Senior Center, various school Parent Advisory Councils (PACs), and Parks Department. This event replaced four separate events to create one large scale community-wide event for residents. Without official counts, there were an estimated over 1,000 guests at the event at any given time during the afternoon of October 20. This event was a great opportunity to collaborate with community partners such as the Tewksbury Congregational Church, Tewksbury Funeral Home, and Lions Club. We look forward to bringing this event back next year.

Another initiative in 2024 was the expansion of recreational programming in Tewksbury. This is a revitalization effort that the Town Planner took part in as part of a team with the Town Clerk, Town Manager, and Library Director. These efforts included issuing a Request for Proposal (RFP) for recreational services, evaluating the proposals, and conducting interviews with the respondents. This resulted in the Greater Lowell YMCA and Chess Wizards operating recreational programming for children and adults. A recreation resources page was created and continues to be updated with timely registration information for residents. Consistent promotion of the programs is an ongoing effort as well as liaising with both service providers.

## ***Conclusion***

The Community Development Department had another successful year and looks forward to working cooperatively with the various boards, committees, commissions, departments, and citizens in 2025, 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 2024:

14	Variances	13	Approved
3	Special Permits	3	Approved
1	Party Aggrieved	1	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 2024 annual report. The Board is comprised of the following five (5) elected officials:

Melissa Braga, Chairman  
Susan Amato, Vice Chair  
George Ferdinand, Clerk  
Peter L Miller IV, Member  
Christine Janeczak, 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 3<sup>rd</sup> Thursday of each month at Town Hall, 1009 Main Street, First Floor Main Hall.

In April, long time Board of Health member & Chair, Raymond Barry, ended his 9 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. In November we successfully completed our first food establishment permit renewals. The ease of communication in this system with the applicants for all types of applications that involve the Health Department sign offs, have 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 works 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 we hired a full-time regional inspector and public health nurse. These positions have been filled since 2021. Our regional inspector, Arielle Castro left her position at the end of 2024, we are in the process of hiring to fill that position. In April 2024, a full time Public Health Specialist was hired, Siobhan LaFreniere. These 3 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 trainings such as Buried in Treasures, Youth Mental Health First Aid, ServSafe, CPR, etc. As well as events such as a Coat Drive, Sober Yoga, a Sober Roller-Skating event, and the creation of a regional service guide in several languages.

With the assistance of the Opioid funds that the Town has received through the State, the Health Department worked closely with Maria Ruggiero, Prevention Program Manager, to implement 2 new initiatives. One is the free sharps collection program. There are 2 drop-off secured locations for residents to bring their used sharps for a free and safe disposal. The locations are the Lower Level of Town Hall & the Senior Center. Since we implemented this program, it has been a huge success, and we have increased our disposal pick-ups to once a month. The second is the Narcan program. In Town Hall we have a wall mounted box where residents can pick up a free kit which includes Narcan, instructions, and a pocket mask. Ashley & Siobhan run this program very successfully and provide free training to residents.

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 free drop off as Town Hall & the Senior Center.
- Narcan Program
- Unwanted and old medications can be disposed of at the Police Department daily.
- Mercury reclamation program
- Dispensed 10,000+ free covid testing kits to residents.
- Participation in the Tewksbury Community Market, TPD end of School event,

### **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  
2024 ACTIVITY REPORT**

<b>Health Department Statistics</b>	<b>2024</b>
Food Establishment plan reviews	16
Complaints/ investigations logged	91
Board of Health Meetings	12
Cottage food operations (home cook)	3
Food inspections (routine, mobile, temp, etc.)	316
Building permit approvals	58
Swimming Pool Inspections	18
Sewer tie in approvals	104

**PERMITS ISSUED**

Animal Permits	011	Ice Rinks	001
Body Art Establishment	003	Installer License	009
Body Art Practitioners	019	Mobile Food/Vendor Permits	020
Beaver Trapping Permits	003	Offal/Septic Hauler	032
Catering	006	Piggery	001
Dumpster Permits	014	Pools	008
Food Service Permits	139	Recreational Summer Camps	002
Frozen Desserts	010	Retail Tobacco Sales	029
Funeral Directors	002	Septic Abandonment	001
Grease Tank Installation	001	Tanning Booths	002
Hotels/Motels	008	Temporary Food Permits	020

**COMMUNICABLE DISEASES INVESTIGATIONS**

Public Health Nurse	
Flu vaccines	198
COVID-19 cases (number doesn't reflect at home tests)	618
Influenza cases	183
Other Communicable Disease cases	34

**ANIMAL INSPECTOR ACTIVITIES**

The Animal Inspector is responsible for inspecting all livestock and related barn facilities.

Farm inspections/Animal Permit & Hen Registration inspections	80 (routine and complaint follow-up)
Hen Registrations	4 new registrations (65 registrations to date)

I would like to take this opportunity and thank the Board of Health members; Chair Melissa Braga, Vice-Chair Susan Amato, Clerk George Ferdinand, member Luke Miller, member Chris Janeczak, the Board of Health Department team members; Lisa Hadge, Head Account Clerk, Michele Grant, Health Agent Ashley Pavlakos, Public Health Nurse Arielle Castro, Health Agent, Siobhan LaFreniere, Public Health Specialist, and Animal Inspector Pamela Gorrasi-Thomas for their dedication and continued excellent service to the community.

Respectfully Submitted,

Shannon Gillis, REHS  
Director of Public Health

# BUILDING DEPARTMENT

Leo Bettencourt is the Building Commissioner for the Town of Tewksbury. Syno Tell the Local Building Inspector started Part-Time August of 2024. They have been responsible for the issuance 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 uses OpenGov for their online permitting system. Nancy O'Keefe is a Nationally Certified Permit Technician through the International Code Council (ICC). Dina Callahan is working towards her Permit Technician Certification. 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. Timothy Santos is the part-time electrical inspector and Paul Wild is the part-time plumbing and gas inspector.

In 2024, there were 1,826 building permits issued with a value of work of approximately \$94,906,691. This generated \$799,341 in building permit fees. Additionally, the department issued 954 electrical permits with associated fees of \$91,600. There were 569 plumbing permits with associated fees of \$30,545, 453 gas permits with associated fees of \$14,040, and 100 sheet metal permits with associated fees of \$25,810. 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 5,173 inspections. In 2024, 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:

- New Daycare Building – 770 Main Street
- Convert Hotel to Apartments – 1795 Andover St
- Marijuana Cultivating Manufacturing Facility – 686 Clark Rd
- New Recreational Retail Marijuana Bldg – 1695 Shawsheen St
- DPW/School Maintenance Facility Addn & Renovation – 999 Whipple Rd
- 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 3-Bay Garage 6,875 SF – 913 East St
- Education and Housing Facilities 9,988 SF Bldg – 4- 5-Bedroom Homes - Melmark – 910 Andover St

ON THE HORIZON: (Proposed projects to Start during 2025 or get approved through Planning Board)

- 24 Unit Apartment Building – 1167 Main Street
- Retail Marijuana – 1625 Andover St
- Proposed Hotel – 937 North Street
- Battery Storage – Hillman Street
- Cold Storage Warehouse fitup – 159 Lorum St
- Proposed Mixed Use Building – 6 Residential & 1 Commercial unit – 30 East Street

Respectively submitted,

Leo Bettencourt  
Building Commissioner

# CONSERVATION COMMISSION

The Conservation Commission is responsible for administering the Tewksbury Wetlands Protection Bylaw and the Massachusetts Wetland Protection Act, 310 CMR 10.00 (M.G.L. Chapter 131, Section 40). They are also responsible for the protection and management of Tewksbury's Conservation Land and Open Space. The Commission's goal is to protect wetland resource areas and their buffer zones, which contribute to the protection of public, private and 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 Select Board. The current Conservation Commission members include Daniel Ronan (Chair), Evan Walsh (Vice Chair), Dennis Sheehan, Steven Gove, and Linda Darveau.

Abigail Mahoney functions as the Town's Conservation Agent. Her 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 2024 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 2024, eleven (11) new NOI, thirty-four (34) new RDA, one (1) ANRAD, and thirty-seven (37) RCOC applications were submitted to the Commission for review. The Commission issued the following permits in 2024: thirteen (13) OOCs, seven (7) Extension Permit for OOC, one (1) Amended OOCs, thirty-one (31) DOAs, two (2) ORADs, twenty-

nine (29) Emergency Certifications, one (1) Enforcement Orders, and twenty-eight (28) COCs. The Commission held twenty (20) 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 (Joseph Fontaine) drafted, reviewed, and provided community outreach regarding proposed updates to the TWPB and its associated regulations. In 2024 these changes were approved by the attorney general Major changes 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 updates to the TWPB and its associated regulations can be found on the Conservation Commission's webpage of the Town of Tewksbury's website.

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,  
Abigail Mahoney  
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 Nicholas Lizotte, Clerk. Other members of the Board include James Duffy and Jonathan Ciampa. Mr. Fratalia was re-elected to the Board in the Annual Town Election in April 2024, winning the unopposed seat.

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 43 approvals for various projects including 12 family suites, 10 signage updates, several new commercial projects, and residential developments. No subdivision approvals were issued. New commercial development approvals include the expansion of Eco Auto, a green automobile dealership, a specialized live-work campus for Melmark New England on Andover Street, and a daycare facility on Main Street.

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 updates to the Zoning Map to promote groundwater protection and providing input into various practical updates to the Zoning Bylaw to position the Town as a premier location for various industries intended to boost the commercial tax base.

Board members are active, serving as representatives to other organizations; Vincent Fratalia represents the Board on the Community Preservation Committee, Chair Steve Johnson represents the Board on the Economic Development Committee, and James Duffy represents the Board at the Northern Middlesex Council of Governments (NMCOG) council.

The Board will work closely with Community Development staff in the upcoming year to update the Town's Master Plan, scheduled for adoption in 2026 following a robust outreach and engagement process. The Planning Board is committed to a long-term effort to implement the vision and goals for the Town referenced in 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. At the beginning of 2024, the CPC members were: Chairman John Deputat, Vice Chairman Tom Churchill of the Historic Commission, Pat Holland of the Select Board, Christopher Mullins as the citizen-at-large, Vinny Fratalia of the Planning Board, Steve Gove of the Conservation Commission, and Town Manager Richard Montuori. Of note, Nancy Reed replaced Tom Churchill as the representative from the Historic Commission in September 2024 upon Mr. Churchill’s resignation.

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 project funding requests require the recommendation of the project by the CPC to Town Meeting, and a majority vote of Town Meeting.

The CPC convened in two meetings in 2024, April 30 and September 18, to discuss articles proposed at Annual Town Meeting. At May Annual Town Meeting, the articles concerned the allocation of funds for three different projects. The first proposal for consideration was to appropriate \$500,000 from the Open Space Reserve for the design and construction of boardwalks at the Chandler Well Fields. The second proposal was to appropriate \$30,000 from the Open Space Reserves for the removal and disposal of former pump station structures on various Town-owned open space parcels. Finally, a third proposal considered the appropriation of \$200,000 from the Undesignated Reserve for the purpose of designing upgrades and renovations to the Ella Flemings School. The total projects costs were estimated at a total of \$730,000, and were approved by the Annual Town Meeting vote.

Additionally, at Special Town Meeting in October, a proposal to appropriate \$1,000,000 from Undesignated Reserves, as well as authorized borrowing of \$2,800,000, to facilitate the rehabilitation of the Ella Flemings School was approved by Town Meeting vote.

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 the following member communities: Billerica, Chelmsford, Dracut, Dunstable, Lowell, Pepperell, Tewksbury, Tyngsborough, and Westford.

The Council has a 15-member staff of professional planners and technicians who work with member communities to support and enhance a wide range of planning objectives related to transportation, land use, zoning, housing, economic development, climate resiliency and environmental sustainability, municipal service delivery, and data and mapping services. 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. NMCOG promotes the interests of the local communities at the state and federal levels, serving as a liaison between member communities and other levels of government.

The Council's governing body is comprised of one Select Board or City Council member, one Planning Board member, and one alternate member from each member community. The Council meets on the third Wednesday of every month at 672 Suffolk Street in Lowell, where the organization is based. All meetings have a remote option and are open to the public.

The Council's governing body is comprised of a Select Board member, Planning Board member, and alternate from each member community. Tewksbury's 2024 designees were: Jayne Wellman, Select Board (served as NMCOG Assistant Treasurer from January through April 2024 and as NMCOG Chair from May through September 2024); 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 to assist member communities and the Greater Lowell region in developing and implementing plans, regionalization initiatives, and identifying and securing funding to support local and regional projects and programs. The Council meets monthly (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 \$115,799.83 in local assessments, of which \$11,707.40 represents Tewksbury's share.

NMCOG devotes a large share of its resources to transportation planning through a continuing, comprehensive, and cooperative planning process. It is designed to engage the public and stakeholders in establishing shared goals and a vision for each member community and region. This year, NMCOG staff began implementing *Envision 2050: the Greater Lowell Long-Range Transportation Plan*, assisted with programming federal and state funding in the Transportation Improvement Program for Federal Fiscal Year 2024-2028, and programmed and managed a \$1,115,377 Unified Planning Work Program to carry out planning efforts at the local and regional levels. NMCOG also completed the *Greater Lowell Vision Zero: Regional Comprehensive Safety Action Plan*. This plan was supported by a federal Safe Streets and Roads for All grant.

Town staff and volunteers participated in regional initiatives to explore the creation of a regional housing coordination team through the Regional Housing Working Group and development of a regional housing strategy called *At Home in Greater Lowell*. Town staff and volunteers also participated in a Regional Digital Equity Planning process. Lastly, the Town Manager and staff participated in monthly meetings with Town/ City Managers and Administrators to

discuss regionalization and funding opportunities, legislative matters, regional homelessness and temporary housing for migrants, and compliance with the MBTA Communities law.

Locally, NMCOG continues to assist the town in advancing and overseeing projects including the following Transportation Improvement Program FFY 2024-2029 projects: improvements to the Main Street, Pleasant Street, North Street, and East Street intersection which is programmed for FFY 2027 and replacement of the North Street bridge over Interstate 495 which is programmed for FFY 2029. NMCOG collected over 100 traffic counts at various locations throughout the region, including counts at 13 locations in Tewksbury. The traffic count data is incorporated into an annual Traffic Volume Report. Following the State's approval of Tewksbury's Housing Production Plan, NMCOG supported advancement of the Plan's goals by completing a small lot zoning analysis to understand potential for the development of starter homes.

NMCOG assisted Tewksbury with planning for compliance with Section 3A of Chapter 40A, the MBTA Communities law. NMCOG reviewed draft materials prepared by the town to ensure compliance prior to submission for approval by the MA Executive Office of Housing and Livable Communities and convened regional support for area communities working towards the same compliance goals. These efforts were funded by the NMCOG District Local Technical Assistance program.

NMCOG assisted Tewksbury with a range of sustainability initiatives. Utilizing the MA Department of Energy Resources Regional Energy Planning Assistance program, NMCOG assisted the town with Green Communities efforts, including reviewing and assisting with the Annual Report. NMCOG also provided energy efficiency and clean energy workshops about electric vehicle infrastructure, shared MA DOER funding opportunities, and engaged in regional climate action planning.

NMCOG worked 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. The NMSC has been working together based on a 2011 Memorandum of Understanding (MOU). The NMSC devoted time to updating the MOU throughout this past year and a new intermunicipal MOU will be signed for FY 2026.

NMCOG continued economic development efforts to support local and regional business, housing, and infrastructure through implementation of the Greater Lowell Comprehensive Economic Development Strategy (CEDS). This work 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, for example, the ability to withstand and recover from economic shifts, natural disasters, pandemics, and the impacts of climate change. NMCOG will be updating the CEDS in 2024 for a new CEDS to be rolled out in 2025. CEDS enables member communities to qualify for EDA assistance under various federal grant programs.

Through September 2024, NMCOG staff continued to serve as Tewksbury's Sealer of Weights and Measures. The cost of these services was \$9,750 based on the number of devices in the community that must be tested to ensure that consumers are charged accurate prices. These devices include scales, weights, fuel dispensers, vehicle tank meters used in the sale of liquid fuel, and supermarket scanners. 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.

Webpage: [nmcog.org](http://nmcog.org)

# **FINANCE DEPARTMENT**

**Auditors Reports**

**Board of Assessors**

**Treasurer's Cash**

**Tax Collector**

# GENERAL FUND BALANCE SHEET

June 30, 2024

## ASSETS

General Cash		22,438,136.58
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	12,355.94	
FY22	9,682.80	
FY23	58,054.73	
FY25	49,433.95	
		207,555.51
Real Estate:		
FY17	106.02	
FY18	104.85	
FY19	178.99	
FY20	704.70	
FY21	687.88	
FY22	990.11	
FY23	(680.60)	
FY24	776,485.56	
		778,577.51
Supplemental RE Tax FY23	7,595.28	7,595.28
Motor Vehicle Excise:		
Prior 1996	(11.04)	
FY06	10,050.43	
FY07	13,261.93	
FY08	13,957.84	
FY09	12,230.02	
FY10	8,862.43	
FY11	13,137.22	
FY12	11,301.40	
FY13	16,317.95	
FY14	15,151.82	
FY15	10,755.12	
FY16	12,582.76	

FY17	14,579.08	
FY18	17,691.00	
FY19	17,944.38	
FY20	23,501.72	
FY21	30,786.78	
FY22	53,402.01	
FY23	148,549.84	
FY24	510,293.56	
1997	-	-
		954,346.25
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	2,076.65	
FY21	188.00	
FY22	240.70	
FY23	230.74	21,453.09
Other Receivables:		
Allowance for abatements and exemptions	(5,209,717.99)	
Tax Liens/Titles/Possessions	1,066,793.05	
Tax Foreclosure	1,735,004.29	
Deferred Taxes	306,524.78	
Ambulance Services	1,487,227.63	
Fire	584.30	
Veterans Services	223,098.27	
Due From Employees	17,293.71	(373,191.96)
<b>TOTAL ASSETS</b>		<b>24,034,972.26</b>
<b><u>LIABILITIES/RESERVES</u></b>		
Warrants Payable		1,005,620.00
Accrued Payroll		
School Accrued Payroll		3,805,582.76
Payroll Withholdings Payable:		
Federal Tax withholdings	(557.02)	

Medicare Tax withholdings	(55.90)	
State tax withholdings	(121.52)	
Deductions payable	625,767.87	
Deferred compensation W/H	169.68	
AFLAC- STD	1,608.57	
AFLAC- life insurance	(388.94)	
AFLAC- lump sum payout	148.66	
AFLAC- Accidental Coverage	340.85	
AFLAC-Hospital	(204.63)	
Flex spending- Medical	(2,402.85)	
Flex spending- Dependent	6,566.33	
AFLAC- cancer specific	51.01	
Supplemental life W/H	650.28	
		631,572.39
Unclaimed Property:		
Tailings	17,396.23	
Tax Refunds	19,622.91	
		37,019.14
Taxes Paid in Advance		
		-
Deferred Revenue:		
Real/Personal Taxes	(4,223,584.97)	
Tax liens	1,066,793.05	
Tax foreclosures	1,735,004.29	
Supplemental RE tax	7,595.28	
Deferred Taxes	306,524.78	
Motor Vehicle Excise	954,346.25	
Boat Excise	21,453.09	
Ambulance Service	1,487,227.63	
Fire	584.30	
Veterans Benefits	223,098.27	1,579,041.97
<b>TOTAL LIABILITIES</b>		<b>7,058,836.26</b>
Fund Balances:		
Encumbrance Reserve	11,109.98	
Encumbrance control	(11,109.98)	
Reserved for Expenditures	1,595,966.33	
Petty Cash	500.00	
Unreserved/Undesignated	15,228,466.55	
Reserved for Future Year Debt	151,203.12	
<b>TOTAL FUND BALANCES</b>		<b>16,976,136.00</b>
<b>Total Liabilities/Fund Balances</b>		<b>24,034,972.26</b>

# SPECIAL REVENUE FUNDS REPORT

June 30, 2024

**Town Revolving/Grant Accounts**

INS<150KTN	8,482.00
INS<150K-POLICE	183,042.95
ARTS LOTTERY	11,135.11
PLANNING SIDEWALKS	224,131.30
PLANNING BOARD CONSULT EXISTING	3,950.38
PLANNING BOARD CONSULT NEW	37,154.35
CONS COMM CONSULT NEW PROJECTS	11,175.12
ZBA COMPREHENSIVE HOUSING PERMIT	4,282.50
SASO ESCROW DEPOSITS	176,656.09
COMMUNITY PRESERVATION	5,904,788.11
PARKS AND RECREATION	153,866.67
TRAFFIC SIGNAGE	758.31
RECORDS PRESERVATION	80,869.21
COA REVOLVING	152,408.45
GIS REVOLVING	64,439.77
RECYCLING REVOLVING	567,325.34
ENERGY EFFICIENCY	130,020.05
TAX TITLE	(1,347.25)
BOARD OF HEALTH MEDICAL VACCINE	18,770.93
ELECTION GRANT	13,982.24
PRIMARIES	5,685.18
DRUG CONTROL	20,269.05
LIBRARY AID	52,583.36
MUNICIPAL RECYCLING INCENTIVE	1,538.36
BT RESPONSE PLAN CFDA#93-283	229.12
FEDERAL EQUITABLE SHARING	67,981.65
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
MAHONEY EMERGENCY RESPONSE	8,279.24
SEWER PUMP STATION GENERATORS	36,722.50
SAFE & SR GRANT	57.32
FY16 UNDERAGE DRINKING	586.03
COA FORMULA GRANT	65,631.28
FY17 STATE 911 TRAINING GRANT	153.97
FY17 STATE 911 SUPPORT & INCENTIVE GRANT	0.03
REGIONAL JAIL DIVERSION PROGAM	(18,720.78)
CIRCLE HEALTH (1ST RESPONDER)	7,500.00
2017 RIDE ASSESSMENT	14,473.90
BRIDGE/JDP PILOT TRANSPORTATION INITIATIVE	5,819.56
RETAIL PROGRAM STANDARDS GRANT	189.14
OJP GRANT (REG. POL. MENTAL HEALTH COLLAB.)	56,738.99
2020 COMMUNITY COMPACT IT GRANT	0.29

AMBULANCE GRANT	296.39
ALZHEIMERS FOUNDATION OF AMERICA GRANT	3,002.83
STIMULUS RELIEF FUND	10.43
MASS DEP SMALL SCALE INITIATIVE	3,000.00
ESMV COVID GRANT	1.43
BIDLS AGREEMENT	15.10
FY20 EMPG GRANT (RADIO EQUIPMENT)	332.00
FY19 ASST TO FIREFIGHTER GRANT	52,817.35
Tareila Grant	1,056.00
CLFRF REIMBURSEMENT PROGRAM	75,028.79
MASSCALL3	(56,641.47)
CRISIS INTERVENTION TTAC	(33,998.19)
FY22 COMMUNITY GRANT	3,000.00
MCOA EMHOT EXPANSION GRANT	(63,002.43)
RECYCLING DIVIDENDS PROGRAM	10,080.00
POLICE RADIOS EARMARK	119.98
LGBTQ COMMUNITY VISIBILITY & RES	10,700.78
PD HEALEAR	6,724.00
ASST TO FD	(48,286.59)
ANTIHEROIN	(10,410.21)
HYBRID	71,701.38
CAREGIVER	(2,070.00)
VEGETABLE	(4,767.79)
FD HEART	(10,000.00)
EMPG GRANT	(8,500.00)
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	8,681.06
HOMECOMING GIFTS	2,059.74
LIBRARY GIFTS	17,548.46
FIRE HYDRANT GIFTS	137.55
POLICE GIFTS	17,641.04
DPW GIFTS	250.00
TAX ASSISTANCE PROGRAM	11,761.17
COA GIFT	701.03
TOWN MANAGER GIFT	1,090.56
HANOVER GROUP GIFT	95,051.19
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	551,550.59
NET METERING/SOLAR CREDIT	9,050.00
CAMOSCIO FAMILY GIFT	4,500.00
NE GRASSROOTS ENVIRONMENT	4.43
OPEN DONA.	500.00

PROCEEDS FROM SALE OF TOWN LAND	1,340.65
WEIGHTS/MEASURE FINES	1,252.00
DRUG FORFEITURE	27,630.08
COA STIPEND	1,170.09
CONSERVATION ENGINEERING	2,540.18
WETLANDS PROTECTION	47,948.43
COMM DEV SEWER DESIGN REVIEW	575.36
ST CLAIR SEWER ESCROW	40,200.00
DOG FUND	76,859.50
SPORTING FEES	590.65
FIRE/HAZMAT	(1,881.43)
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	3,125.00
PARK ACTIVITY & PROG DONATIONS	8,647.00
OPIOID SET	125,687.23
REVALUATION SPECIAL ARTICLE	911.35
PWH ANIMAL ASSITED CRISIS	355.75
MEDICATION EDUCATION & DISPOSAL	1,300.00
Total Town Revolving/Grant Accounts	<u><u>9,455,372.19</u></u>

**School Revolving/Grant Accounts**

INSHEA BAL	(80,420.52)
FACILITIES RENTAL-SCHOOL	52,402.39
HIGH SCHOOL PARKING	94,554.70
HIGH SCHOOL CLUBS	43,493.77
HIGH SCHOOL ATHLETICS	8,056.02
WYNN SCHOOL ATHLETICS	63.10
WYNN SCHOOL CLUBS	489.33
RYAN SCHOOL CLUBS	7,317.16
PSAT	24,221.46
SCHOOL RECREATION	6,486.55
SCHOOL LUNCH	1,802,231.35
ATHLETIC FUND	7,385.29
ADULT EDUCATION	20,230.52
EXT DAY	250.00
RECREATION	1,320.00
PRE-SCHOOL PROGRAM	386,830.92
FULL DAY KINDERGARTEN	20,660.98
SCHOOL RECREATION BASKETBALL	40,107.26
TEXTBOOKS	3,717.04
NEW START PROGRAM	751.56
CICUIT BREAKER FUND	776,194.05
INSURANCE PROCEEDS	7,773.31
COPY CENTER	293.86

HALL OF FAME	1,025.00
NPEN	440.32
ALPHABEST TUITION REVENUE SHARE	93,061.17
EARLY CHILDHOOD	(10,829.65)
IEP2000	(18,500.00)
TITLE I	(36,299.03)
TITLE IIA EDUCATOR QUALITY	(6,875.07)
TITLE VI-STUDENT SUPPORT #309	(5,767.17)
FY22 TITLE III DESE	(4,583.49)
SPED 240 GRANT	(212,473.74)
BIG YELLOW SCHOOL BUS	125.00
FC530 SY ASOST	(144.00)
ASOST 530C	4,808.00
FY18 INNOVATION PATHWAY PLANNING	723.00
21ST CENTURY LEARNING GRANT	0.14
ISELAL (151)	(8,544.25)
FY22 ESSER II	(1,068,537.10)
FY22 SPED_YALD	(4,480.49)
CELL FC729	500.00
21CCLC 644	(13,927.50)
21C CCLS	(1,267.02)
SCHOOL GIFT	26,054.77
SCHOLARSHIP GIFTS	1,500.27
SCHOLARSHIP FUND	1,372.69
EDUCATION FUND	4,035.05
HIGH SCHOOL GIFTS	13,317.34
PROJ LEAD	15,769.81
LONG RANGE SCHOOL SPACE PLAN	1,601.57
SPECIAL EDUCATION RESERVE FUND	725,000.00

Total School Revolving/Grant Accounts

2,721,515.72

# CAPITAL PROJECTS/SPECIAL ARTICLES

June 30, 2024

TMHS CONST	1,545,612.23
FY15#21	57,256.81
FEAS/TRAHA	-
911 RECC	-
CTR FIREST	661,841.26
TRANS PROJ	3,907.77
ELEMENTARY	(4,435,884.60)
STORMWATER	652.02
DPW/SCHOOL MAINT. FACILITY	20,700,393.11
STM10/04#9	30,029.90
ATM#16 5	37,592.32
CHAP 90	(74,751.81)
SWR ARTICL	1,412,089.38
#17 5/12	453.56
WTR ARTICL	1,833,279.74
ATM5/02 #8	36,609.36
5/05 #3	2,083.22
10/08 #5	17.43
ATM5/12#11	1,780.00
WATERLINES	2,780.48
WATERLINES	300.00
WATERLINES	1,418,073.37
WATERLINES	1,977,216.50
CABLE ART	53,753.15
TOWN HALL - CPA RESTORATION	4,063.78
LONG POND 10/9 ART #12	10,938.30
CPA RECORDS PRESERVATION	140,452.90
FY14 REHAB WAMESIT PARK	47,650.21
FY16 RAIL TRAILS	10,200.00
FY16 BAY CIRCUIT TRAIL BOARDWALK	
REPLACE FRESCA FIELD FENCE	5,200.00
DEMARCATING OPEN SPACE	2,595.00
ENHANCE EXISTING TRAILS	
DESIGNING BIKE PATH	50,000.00
EXPAND TRAIL AT CHANDLER ST WELLFIELDS	
FITNESS COURT AT SAUNDERS REC	
AREA	1,883.00
TREATING AND CLEARING AT LONG	
POND	80,432.50
SAUNDERS RECREATION AREA NEW	
LIGHTS & POLES	29,452.52
TOWN & HISTORIC SOCIETY HISTORICAL	
INVENTORY	11,850.15
RENOVATE ELLA FLEMING SCHOOL	96,835.60
IMPROVE EXISTING TRAIL NETWORK	5,026.97
DRAIN IMPROV. SAUNDERS REC	8,734.00
TOWN COMMON BENCHES	2,048.00
SAUNDER REC SKATE PARK IMPROV	3,717.75
SAUNDERS REC BLEACHER INSTALL	55.00

ELC OBDENS	150,893.59
LA BASEBAL	118,913.09
PICKLE BALL COURTS	377,500.00
SURF LIB	9,032.92

Total Capital Projects	<u><u>26,432,560.48</u></u>
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**Town Manager**

**Articles**

FY2021 prior year invoices	2,200.00
FY2022 Prior Year invoices	74.38
DPW & School Maint Facility	90,838.25
Opioid settlement Art	197.79
FY24 prior year invoices	14,903.08
HVAC repairs	93,390.28
Police Vehicles	18,575.30

**Accounting**

**Treasurer/Collector**

County Retirement	4,103.72
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**Assessor**

Real & Personal Prop Reval	89,254.21
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**Administrative Services**

Sr & Vet Tax Relief work prog	1,725.00
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**Town Clerk**

**Planning**

**Police**

Police Station Restoration	190.16
Police Department upgrades	109,882.98
Police Department upgrades	4,077.35
UTV vehicle police & fire	4,119.50
PD Station repairs & upgrades	141,157.00
Animal Control Vehicles	82,456.66
Police Station lockers	176,948.00

**Fire**

Rescue Truck	143,840.01
New Ambulance	407,471.88
Fire Engine & Equipment	1,288,477.57
South Fire Station Reno	24,144.50

**School**

District Wide Security	1,569.79
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	Dewing playground	113,881.79	
	Dewing Library	20,189.00	
	Dewing HVAC & El	14,400.00	
	Dewing D-Wing Ca	14,843.00	
	HB & Dew captial Improvements	64,000.00	
	<b>DPW</b>		
	Other Equipment	12,390.00	
	Variable Message	22,000.00	
	Asphalt Curb Mach	8,000.00	
	Brush Bandit Chi	92,029.50	
	Engineering Divi new vehicle	44,451.75	
	F350 W/Plow Package	120,000.00	
	Design/Eng Traffic lights	50,551.61	
	F550 W/Plow package	210,000.00	
	6 Wheel Dump W/Plow	4,944.99	
	Loader	11,668.41	
	Sidewalks	240,969.22	
	Aerial Lift Bucket Truck	202,985.30	
	DPW Vehicles	183,518.65	
	Fuel Storage upgrades	2,319.00	
	Bayberry Ln Culvert	461,927.70	
	DPW & School Maint Facility	576,489.43	
	Repair/replace fuel island	100,000.00	
	<b>RUBBISH</b>		
	Sutton Brook Lan	109,943.02	
	<b>COA</b>		
	<b>Library</b>		
	Wood Carpet	9,861.00	
	<b>Parks</b>		
	HVAC Town Hall annex	2,883.98	
	Livingston Rec building upgrades	9,500.00	
Total Articles			<u><u>5,403,344.76</u></u>
<b>Sewers Articles</b>			
	Sewer pump station improvements	94,399.56	
	Inflow & Infiltration Control	80,982.83	
	Sewer Variable Message	11,000.00	
	Sewer Asphalt Curb Mach	4,000.00	
	Sewer Air compressor	15,071.79	
	Sewer F550 flat bed	55,000.00	
	Sewer Ford F-150	15,605.55	
	Sewer 6 wheel dump w/plow pkg	115,000.00	
	Pump Station improvements	5,610.96	
Total Sewers			<u><u>396,670.69</u></u>
<b>Water Articles</b>			
	FY15 Water Dist Improv- Construction	53,174.48	
	FY15 Water Dist Improv- Engineering Services	72.82	

FY16 Water Main Repair & Rep-Distribution Service	20,130.40	
Hydrant Replacement/Install- Fire Hydrants	26,852.75	
Water Other Equip- Variable message	11,000.00	
Water Other Equip- Asphalt Curb Mach	3,659.00	
Hydrant Replacement/Install- Fire Hydrants	191,648.92	
Water Distribution Upgrades-Distribution System	16,441.89	
Water Dis Improvement	1,066,635.93	
Water F550 Flat Bed PA	55,000.00	
Backhoe	9,400.00	
Astle St Water Tank	81,649.69	
Astle St Street Main	239,064.50	
Water 6 wheel dump w/plow pkg	111,542.53	
Water Tank Upgrade	1,252,282.97	
WTP Plant Upgrade- Repair filter bed	514,898.92	
Air compressor	15,077.57	
Total Water		<u><u>3,668,532.37</u></u>

**Mass Highway Grants**

Chapter 90 Projects	74,751.81	
Total Mass Highway Grants		<u><u>74,751.81</u></u>

**TRUST & AGENCY FUNDS  
June 30, 2024**

Conservation	182,890.67	
Foster	33,323.28	
Pierce	2,200.07	
Cemetery	30,994.82	
Stabilization	19,232,217.88	
Fairgrieve	43,063.52	
Mahoney	2,036.63	
Friend's of Library Endowment	35,904.94	
Affordable Housing	6,089,624.11	
OPEB	10,773,051.32	
Health Insurance	9,541,686.66	
Occupational Injury	53,357.71	
Health Insurance Mitigation	27,771.00	
Sewer Stabilization	4,112,013.85	
Water Stabilization	2,034,798.32	
Total Trusts		<u><u>52,194,934.78</u></u>

**Bank Books/Bonds in Treasurer's Custody**

Planning Projects	694,166.04	
Conservation Commission	160,614.76	
Sewer Installers Bonds	490,000.00	
Total Bank Books in Treasurer's Custody		<u><u>1,344,780.80</u></u>

**Agency Funds**

Deputy Collector	
Criminal History Board	7,990.50
Student Activities H.S.	60,515.39
Student Activities Dewing	19,881.24
Student Activities Trahan	15,422.17
Student Activities Ryan	21.12
Student Activities Heathbrook	5,111.66
Student Activities Wynn	18,292.48
Student Activities North St	6,146.32
Invoice Cloud	805.00
Police Detail	(262,893.24)
Fire Detail	(17,867.32)

Total Agency Funds

(146,574.68)

# DEBT OUTSTANDING

**June 30, 2024**

Repair Sewer Pumps ATM 5/05 #15	280,000.00
Water System Improve ATM 5/07 #9	50,000.00
Ames Hill Tank ATM 5/09 #18	-
TMHS STM 3-1-10 GOB 2011	9,505,000.00
Sewer Pump Station 5/07 #15	130,000.00
TMHS Feasibility 5/08 #2 2011	185,000.00
Water Lines #10 5/14 11-18-14	140,000.00
Refi "04 & 05" Water 11-18-14	45,000.00
Refi "04 & 05" Sewer 11-18-14	170,000.00
TMHS 3-1-10 11-18-14	1,650,000.00
Town Hall (CPA Historical) 11-18-14	2,530,000.00
Refi "06" Water Tank BAN 2015	30,000.00
Refi "06" Water Main BAN 2015	50,000.00
Refi "06" Sewerage BAN 2015	3,890,000.00
Water Treatment Plant 12-1-5	7,500,000.00
REFI "06" Senior Center Ban 2015	115,000.00
MWPAT 2 STM 10/04 #6	1,272,339.00
Sewer Seneca/Master ATM 5/02 #7	60,000.00
Town Wide Sewer STM 10/02 #1	24,710,000.00
New Center Fire Station 5/17	10,500,000.00
Sutton Brook Rem STM 10/15 #13	2,460,000.00
Senior Center Construction	150,000.00
New Elementary 5/19 ATM (ART8)	40,810,000.00
Waterlines 5/19 ATM (ART12)	850,000.00
Waterlines 6/22 ATM (ART 11)	770,000.00
Water Lines	1,235,000.00
Water Lines	1,730,000.00
DPW/School Maintenance Facility	23,730,000.00

Total Maturing Debt

134,547,339.00

**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
Astle St Watertank (Art 12)	1,800,000.00
Water Lines 5/6/24 (Art 18)	5,400,000.00
Water Meters 5/6/24 (Art 19)	1,500,000.00

Total Loans Unissued

63,622,872.74

# DEBT SERVICE PAYMENTS

	<u>Principal</u>	<u>Interest</u>
Senior Center Construction	75,000.00	9,000.00
Senior Center	115,000.00	10,350.00
Seneca/Navillus	20,000.00	3,000.00
Sewer Pump Station	15,000.00	6,250.00
Sutton Brook Landfill	205,000.00	73,031.26
Central Fire Station	750,000.00	358,125.00
Master Sewer	5,360,000.00	987,793.76
Sewer Pumps	65,000.00	11,550.00
Sewer Refi 04 & 05	155,000.00	11,787.50
Sewer Refi 06	375,000.00	145,406.26
Water - System improvement	10,000.00	1,250.00
Water - Ames Hill Tank	25,000.00	1,900.00
Water - Water Mains 2012	-	-
Water Ref 2012 BAN	-	-
Water Ref 2012 BAN	-	-
MWPAT Water	407,429.00	29,521.07
Water-Water Lines #10	140,000.00	10,325.00
Tewksbury High School	1,310,000.00	472,550.00
Tewksbury High School Design	25,000.00	9,200.00
Tewksbury High School	150,000.00	57,000.00
Town Hall (CPA)	230,000.00	87,400.00
Refi 04 & 05 Water	160,000.00	9,068.76
Refi 06 Water Tank	15,000.00	1,950.00
Refi 06 Water Main	25,000.00	3,250.00
Water Treatment Plant	625,000.00	275,781.26
Install Water Lines	175,000.00	49,550.00
New Elementary School	2,725,000.00	1,659,950.00
Install Water Lines	130,000.00	41,250.00
Short Term: Purchase LED street lights	-	-
DPW/School Maintenance Facility	1,255,000.00	527,116.94
Water Lines	140,000.00	31,892.36
Water Lines	195,000.00	44,649.31
<b>Totals Paid</b>	<b><u>14,877,429.00</u></b>	<b><u>4,929,898.48</u></b>

# REVENUE REPORT

**Taxes/Interest/Penalties:**

Personal Property	9,310,292.59	
Real Estate	99,443,977.98	
Supplemental Taxes	249,258.58	
Deferred Taxes Redeemed	33,194.08	
Tax Titles Redeemed	152,887.71	
Tax Liens Redeemed		
Foreclosure Vacated		
Tax Possession Sold		
Gain on Sale of Town Land		
Motor Vehicle Excise	5,656,078.65	
Boat Excise	2,086.32	
Penalties/Interest/Legal:		
Tax Titles	145,493.59	
Def Tax	3,726.27	
Real/Pers/MVX/Boat	209,658.35	
Payments in Lieu of Taxes	32,063.60	
Assessor 38D		
Proforma Taxes		
		115,238,717.72

**Charges/Fees:**

Ambulance Charges		
Demand Fees	100,715.29	
Municipal Lien Certificates	20,726.00	
Misc fee- tax title	857.88	
Collector Demands		
T/C miscellaneous fees	5,203.29	
RMV Releases	19,380.00	
Trailer Park Fees	22,176.00	
Constable Fees		
Cell Tower rentals		
Charging station		
Sundry Rentals		
Tower Rentals	403,133.94	
Miscellaneous		
Premium on Bond Sales		572,192.40

**From the Commonwealth:**

Abatements:		
Surviving Spouses/Veterans/Blind	11,546.00	
Schools:		
Chap. 70 Aid	13,812,515.00	
Transportation		
Charter Schools	197,673.00	
school choice	5,000.00	
Police Incentive		
Veterans Benefits	113,397.87	
FEMA/MEMA Reimbursement		
Lottery/ unrestricted aid	3,327,295.00	

State grant		
State-Owned Land	382,358.00	
Medicaid Reimbursement	508,407.62	
Homeless Transportation	48,757.00	18,406,949.49

**Other Revenue Sources:**

Hotel/Motel Tax	965,142.63	
FEMA Federal Reimbursement		
Investment Earnings	2,529,583.75	
Premium on bond sales		
Meals Tax	871,068.59	
Misc Rev	1,255.00	
Misc Non-recurring	169,206.20	
Sale of Property	41,095.29	
Medicare D Reimbursement		
Fire Medicare Reimb	94,632.00	
DPW Damage Recovery		
NESWC Refunds		
Sale of Fixed Assets		
Misc Reimbursements		
Puerto Rico FY18		
Transfers In		
Transfers from General Fund		4,671,983.46

**Departmental Fees:**

Manager/Selectmen	
Cable Franchise	
Assessors	3,700.00
Treasurer/Collector	
Clerk	50,137.85
Conservation	
Planning	15,868.00
Appeals	3,454.00
Police	
Towing Fees	5,750.00
Special Detail Adm.- Police	57,853.11
"    "    "    - Fire	1,284.25
Fire Inspections	9,023.00
Fire	1,334.00
Fire Reports	350.00
Fire Ambulance charges	2,099,722.60
Building	13,097.63
Wiring	79,440.00
Plumbing	54,210.00
Weights/Measures	13,895.00
Demolition	
School	
Trash Carts	
CRT Collections	
Hazardous Waste	
Health Miscellaneous	1,695.00
Library	3,756.45

Dog Fees  
DPW

2,414,570.89

**Licenses/Permits:**

Alcoholic Beverages	112,450.00	
Marijuana	2,400.00	
Selectmen	17,066.90	
Police	11,625.00	
Fire	15,109.00	
Building	805,888.51	
Public Works		
Street & Sidewalk Openings	11,610.00	
Trench Safety	12,350.00	
Physical Alteration	10,250.00	
Health	76,860.00	1,075,609.41

**Fines:**

State/Local Courts	36,306.21	
False Alarms		
In Lieu of Fines		
Library		
Parking	4,911.20	
Marijuana		
Weights & Measures		
Zoning		41,217.41

**Total General Fund Revenue**

**142,421,240.78**

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# APPROPRIATION RECAP

	APPROPRIATED	EXPENDED	BALANCE
<b>MODERATOR</b>			
Salary	1,000.00	1,000.00	-
Operating	75.00	-	75.00
<b>SELECTBOARD</b>			
Salaries	31,153.00	16,000.16	15,152.84
Operating	152,486.34	143,890.16	8,596.18
<b>MANAGER</b>			
Salaries	528,263.00	518,305.13	9,957.87
Operating	198,585.00	192,903.98	5,681.02
<b>FINANCE COMMITTEE</b>			
Salaries	2,515.00	1,248.85	1,266.15
Operating	689.00	363.00	326.00
Reserve Fund	-		-
<b>ACCOUNTING</b>			
Salaries	245,265.00	225,870.87	19,394.13
Operating	234,083.18	199,722.50	34,360.68
Outlay			-
<b>COMPUTER SERVICES</b>			
Salaries	122,085.00	121,239.04	845.96
Operating	268,451.51	247,985.61	20,465.90
Outlay	-	-	-
<b>ASSESSORS</b>			
Salaries	333,138.00	315,808.59	17,329.41
Operating	91,274.57	71,192.20	20,082.37
Outlay			-
<b>TREASURER/COLLECTOR</b>			
Salaries	383,228.00	328,323.10	54,904.90
Operating	69,762.66	55,559.09	14,203.57
Outlay			-
<b>TOWN COUNSEL</b>	90,000.00	70,955.00	19,045.00
<b>PERSONNEL REVIEW BOARD</b>			-
<b>ADMIN. SERVICES</b>			
Salaries	110,666.00	110,229.20	436.80
Operating	36,399.00	29,365.08	7,033.92
<b>CLERK</b>			
Salaries	289,557.00	288,059.57	1,497.43

Operating	25,159.62	16,602.54	8,557.08
Outlay			-
<b>ELECTIONS</b>			
Salaries	51,000.00	43,601.01	7,398.99
Operating	28,645.92	20,132.63	8,513.29
Outlay	12,650.00	12,650.00	-
<b>REGISTRARS</b>			
Salaries	2,850.00	2,850.00	-
Operating	700.00	514.12	185.88
<b>PLANNING</b>			
Salaries	233,949.00	228,052.73	5,896.27
Operating	32,193.35	30,549.06	1,644.29
Outlay	-	-	-
<b>TOWN HALL</b>			
Salaries	49,343.00	45,572.30	3,770.70
Operating	228,411.70	204,653.42	23,758.28
<b>AUXILIARY BUILDINGS</b>			
Operating		-	-
Outlay			-
<b>TOWN UTILITIES</b>			-
<b>POLICE</b>			
Salaries	7,656,542.91	7,564,583.02	91,959.89
Operating	1,117,902.17	1,021,865.63	96,036.54
Outlay	368,645.16	334,121.31	34,523.85
<b>FIRE</b>			
Salaries	6,220,926.00	6,118,531.32	102,394.68
Operating	832,131.00	622,832.06	209,298.94
Outlay	308,323.00	296,270.31	12,052.69
<b>RECC</b>			
Assessment	490,809.00	440,621.09	50,187.91
<b>BUILDING</b>			
Salaries	308,323.00	296,270.31	12,052.69
Operating	10,871.68	5,866.98	5,004.70
Outlay	60,647.00		60,647.00
<b>EMERGENCY MANAGEMENT</b>			
Salaries		-	-
Operating	-	-	-
Outlay			-
<b>PARKING CLERK</b>			
Salaries	4,000.00	4,000.00	-
Operating	1,200.00	141.00	1,059.00

**SCHOOLS**

Salaries			
Operating	17,990,535.56	17,971,298.10	19,237.46
Outlay	447,503.00	447,463.36	39.64

**REGIONAL VOCATIONAL SCH.**

Regional vocational school	8,018,527.00	7,932,714.96	85,812.04
Essex north shore technical HS	110,795.00	110,775.00	20.00

**DPW ADMINISTRATION**

Salaries	267,321.00	259,435.88	7,885.12
Operating	97,845.18	30,399.13	67,446.05
Outlay			-

**DPW ENGINEERING**

Salaries	178,044.00	142,692.86	35,351.14
Operating	1,318,421.87	1,073,425.00	244,996.87

**DPW HIGHWAY**

Salaries	1,176,889.40	1,170,626.76	6,262.64
Operating	494,491.82	370,711.05	123,780.77
Outlay			-

**DPW FORESTRY**

Operating	151,700.54	102,753.71	48,946.83
Outlay			-

**DPW FLEET**

Salaries	226,323.00	216,320.30	10,002.70
Operating	598,391.05	367,333.47	231,057.58
Outlay			-

**DPW ELECTRIC**

Operating			-
Outlay			-

**SNOW / ICE**

Salaries	170,000.00	147,419.29	22,580.71
Operating	533,551.00	440,936.89	92,614.11
Outlay	-	-	-

**STREET LIGHTING**

Operating	94,277.61	70,862.72	23,414.89
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**CEMETERY**

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**RUBBISH**

Rubbish Collection	2,581,260.00	2,439,763.78	141,496.22
Rubbish Disposal	1,086,194.41	733,118.11	353,076.30
Condo Trash Collection			-
Legal Services	-	-	-
Sutton Brook Remediation	99,540.00	99,540.00	-
Solid Waste Legal	1,000.00		1,000.00
Recycling Programs	-	-	-

<b>HEALTH</b>			
Salaries	304,462.00	300,212.01	4,249.99
Operating	18,755.00	10,651.17	8,103.83
<b>COA</b>			
Salaries	300,224.00	282,709.19	17,514.81
Operating	184,829.32	171,633.12	13,196.20
Outlay	59,000.00	20,362.38	38,637.62
<b>VETERANS SERVICES</b>			
Salaries	129,260.00	128,774.10	485.90
Aid/Operating	306,206.21	243,201.02	63,005.19
<b>EXCEPTIONAL CHILDREN</b>			
Salaries			-
Operating			-
<b>COMMUNITY EVENT</b>			
	40,142.60	31,256.87	8,885.73
<b>LIBRARY</b>			
Salaries	1,114,508.00	1,106,112.30	8,395.70
Operating	429,135.82	420,512.18	8,623.64
Outlay	35,400.00	12,781.68	22,618.32
<b>FACILITIES &amp; GROUNDS</b>			
Salaries	314,750.00	308,518.94	6,231.06
Operating	285,679.16	257,987.75	27,691.41
Outlay	34,236.00	34,236.00	-
<b>DEBT/INTEREST</b>			
Principal	5,395,000.00	539,500.00	4,855,500.00
Interest/Debt	1,561,176.00	1,560,516.94	659.06
Interest/Temp. Loans	-	-	-
<b>EMPLOYEE BENEFITS</b>			
Retirement	9,063,541.00	9,056,624.33	6,916.67
Teachers E.R.I.			-
Occup.Injury Reserve	125,000.00	125,000.00	-
Unemployment Comp.	17,283.96	14,116.09	3,167.87
Group Insurance	4,872,409.00	4,585,578.06	286,830.94
Medicare	363,307.00	311,727.32	51,579.68
<b>FIRE /LIABILITY INSURANCE</b>			
	532,137.00	526,830.00	5,307.00
<b>STATE &amp; COUNTY ASSESSMENT</b>			
Operating	1,839,524.00	1,688,544.00	150,980.00
	84,202,477.28	76,113,277.79	8,089,199.49

# SEWER ENTERPRISE FUND BALANCE SHEET

June 30, 2024

## ASSETS

Cash				7,570,837.91
Def Tax Sewer Connect				-
Def Tax Sewer Lien				4,657.46
Sewer Connections				
FY17		-		-
Sewer Rates				
FY20		765.46		
FY21		2,356.54		
FY22		5,704.88		
FY23		4,328.23		
FY24		384,103.36		
				397,258.47
Sewer Liens				
FY24		27,203.38		27,203.38
Sewer Connection Liens				
FY17		-		-
<b>TOTAL ASSETS</b>				<b>7,999,957.22</b>

## **LIABILITIES/RESERVES**

Warrants Payable				-
Accrued Payroll				-
Bans Payable				-
Special Detail Payable				-
Other Liabilities				20,000.00
Deferred Revenues				
Sewer Connection		-		
Sewer Connection Lien		-		
Sewer Rec/Tax Liens		4,657.46		
Sewer				
Lien		27,203.38		
Deferred Revenue- Sewer Rates		397,258.47		
Sewer rate				429,119.31
<b>TOTAL LIABILITIES</b>				<b>449,119.31</b>

FUND BALANCES:

Encumbrance Reserve	51,250.97	
Reserved Expenditures	1,395,000.00	
Res for Future Year Debt		
Unreserved/Undesignated	6,104,586.94	
<b>TOTAL FUND BALANCES</b>		<b>7,550,837.91</b>
<b>Total Liabilities/Fund Balances</b>		<b>7,999,957.22</b>

# SEWER REVENUE REPORT

## Sewer Enterprise Fund

Def Tax- Sewer lien	787.80
Def tax interest	200.57
Sewer interest	34,366.29
Sewer Lein Interest	2,271.87
Demand Fees	25,127.28
Connection Fees	83,400.00
Sewer Rates FY21	528.01
Sewer Rates FY22	30,436.26
Sewer Rates FY23	164,209.43
Sewer Rates FY24	6,418,968.37
Sewer Liens FY24	322855.04
Drainlayer Renewal Fees	5,700.00
Application Fee	5,300.00
Investment Earnings	423,157.55

**Total Sewer Enterprise Fund Revenue**

**7,517,308.47**

# SEWER CAPITAL EXPENDITURES

**Articles**

Pump station	94,399.56	
Infiltration & inflow control	80,982.83	
Sewer Ford F-150	15,605.55	
Pump station improvement	5,610.96	
Sewer 6 Wheel Dump w/plow pk	115,000.00	
Sewer article new vehicle	55,000.00	
Sewer article other equipment	30,071.79	
<b>Total Capital Expenditures</b>		396,670.69
		<b>396,670.69</b>

# SEWER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
<b>DPW SEWER</b>			
Salaries	438,018.00	429,580.14	8,437.86
Operating	2,327,870.22	1,962,801.49	365,068.73
Outlay			-
<b>DEBT/INTEREST</b>			
Principal	2,995,000.00	2,995,000.00	-
Interest/Debt	582,894.00	582,893.76	0.24
Interest/Temp. Loans			-
<b>RESERVE FUND</b>	45,400.00	-	45,400.00
<b>TRANSFER IN/OUT</b>	694,435.00	694,435.00	-
<b>EMPLOYEE BENEFITS</b>			
Retirement	52,951.00	52,951.00	-
Group Insurance	141,131.00	141,131.00	-
Medicare	9,646.00	9,646.00	-
<b>LIABILITY INSURANCE</b>	32,736.00	32,736.00	-
<b>ALLOCATED GENERAL FUND COSTS:</b>			
<b>MANAGER</b>			
Salaries	10,615.00	10,615.00	-
Operating			-
<b>ACCOUNTING</b>			
Salaries	6,454.00	6,454.00	-
Operating	5,358.00	5,358.00	-
<b>COMPUTER SERVICES</b>			
Salaries	1,701.00	1,701.00	-
Operating	1,360.00	1,360.00	-
Outlay			-
<b>TREASURER/COLLECTOR</b>			
Salaries	29,762.00	29,762.00	-
Operating	8,535.00	8,535.00	-
<b>ADMIN. SERVICES</b>			
Salaries	1,711.00	1,711.00	-
Operating	563.00	563.00	-

**DPW**

Salaries	308,259.00	308,259.00	-
Operating	125,327.00	125,327.00	-
Outlay			-
	<b>7,819,726.22</b>	<b>7,400,819.39</b>	<b>418,906.83</b>

# WATER ENTERPRISE FUND BALANCE SHEET

June 30, 2024

		<u>ASSETS</u>	
Cash			3,047,705.61
Def Tax Water Lien			6,195.71
Cross Connection			
Refuse Access			
Water Connections			-
Water Rates			
	FY20	545.00	
	FY21	1,855.24	
	FY22	3,683.23	
	FY23	4,249.62	
	FY24	480,351.30	
			490,684.39
Water Liens			
	FY19	8.00	
	FY24	82,096.00	
			82,104.00
Commercial Water Meters		-	-
<b>TOTAL ASSETS</b>			<b>3,626,689.71</b>
Warrants Payable			94,237.98
Accrued Payroll			-
Due From State			
Deferred Revenues			
	Connections		
	Rec/Tax Liens	6,195.71	
	Rates	490,684.39	
	Refuse Access		
	Liens	82,104.00	
	Meter Replacement	-	578,984.10
<b>TOTAL LIABILITIES</b>			<b>673,222.08</b>
FUND BALANCES:			
	Encumbrance Reserve	284,397.18	
	Expenditures	625,000.00	
	Reserve for Future Year Debt	185,087.59	
	Unreserved/Undesignated	1,858,982.86	
<b>TOTAL FUND BALANCES</b>			<b>2,953,467.63</b>
<b>Total Liabilities/Fund Balances</b>			<b>3,626,689.71</b>

# WATER ENTERPRISE FUND REVENUE REPORT

## Water Enterprise Fund

Def tax Water lien	920.04
Def tax Interest	224.77
Interest	47,965.08
Lien interest	3,770.98
Demand Fees	25,127.42
Misc Water/sewer	12,376.09
Connection Fees	12,950.00
Water Rates FY20	132.38
Water Rates FY21	426.59
Water Rates FY22	43,006.87
Water Rates FY23	155,824.74
Water Rates FY24	7,397,592.38
Water Liens FY24	495,167.68
Application Fee	3,002.50
Scrap Metal Revenue	3,335.00
Water Meters	20,704.86
Misc Revenue	425.00
Investment Earnings	236,635.21

**Total Water Enterprise Fund Revenue**

**8,459,587.59**

# WATER CAPITAL EXPENDITURES

## Water Ent Articles

Hydrant Replacement/install	26,852.75	
FY15 Water Dist Improvements	53,247.30	
FY16 Water Main Repair & Rep	20,130.40	
Water Distribution upgrades	16,441.89	
Water Distribution upgrades	1,066,635.93	
Water 6 Wheel Dump W/Plow pk	111,542.53	
Hydrant replacement/install	191,648.92	
WTR article other equipment	14,659.00	
Backhoe	9,400.00	
Astle St Water Tank improvement	320,714.19	
Water article new vehicle	55,000.00	
Water Tank Upgrade	1,252,282.97	
WTP plant upgrade	514,898.92	
Air compressor	15,077.57	
		3,668,532.37
<b>Total Water Capital Expenditures</b>		<b>3,668,532.37</b>

# WATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
<b>WATER DISTRIBUTION</b>			
Salaries	679,993.00	581,472.60	98,520.40
Operating	394,894.38	267,858.87	127,035.51
Outlay	175,000.00		175,000.00
<b>WATER TREATMENT</b>			
Salaries	1,148,011.00	1,106,274.17	41,736.83
Operating	1,815,100.07	1,473,044.24	342,055.83
Outlay			-
<b>DEBT/INTEREST</b>			
Principal	2,060,887.24	2,047,429.00	13,458.24
Interest/Debt	500,387.76	500,387.75	0.01
Interest/Temp. Loans			-
<b>WATER OPERATING</b>			
Transfer In/Out	664,513.00	664,513.00	-
<b>EMPLOYEE BENEFITS</b>			
Retirement	536,995.00	536,995.00	-
Group Insurance	371,401.00	371,401.00	-
Medicare	28,411.00	28,411.00	-
<b>LIABILITY INSURANCE</b>			
	117,324.00	117,324.00	-
<b>RESERVE FUND</b>			
	25,000.00		25,000.00
<b>WATER ENTERPRISE</b>			
Transfer Out	-	-	-
<b>ALLOCATED GENERAL FUND COSTS:</b>			
<b>MANAGER</b>			
Salaries	10,615.00	10,615.00	-
Operating			-
<b>ACCOUNTING</b>			
Salaries	6,454.00	6,454.00	-
Operating	5,358.00	5,358.00	-
<b>COMPUTER SERVICES</b>			
Salaries	3,402.00	3,402.00	-
Operating	2,720.00	2,720.00	-
Outlay			-

**TREASURER/COLLECTOR**

Salaries	29,762.00	29,762.00	-
Operating	8,535.00	8,535.00	-

**TOWN COUNSEL**

-

**ADMIN. SERVICES**

Salaries	1,711.00	1,711.00	-
Operating	563.00	563.00	-

**DPW**

Salaries	308,196.00	308,196.00	-
Operating	128,326.00	128,326.00	-
Outlay			-

	<b>9,023,559.45</b>	<b>8,200,752.63</b>	<b>822,806.82</b>
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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.

	<b>FY-2024</b>	<b>FY-2025</b>
Total Taxable Value of Real Property	\$6,847,017,457	\$7,184,549,175
Total Taxable Value of Personal Property	\$369,613,240	\$398,812,820
Total Taxable Value of Real and Personal Property	\$7,216,630,697	\$7,583,361,995
Total Value of Exempt Property	\$346,706,100	\$376,542,100

Tax Rates per \$1,000			
	Residential/Open Space	\$13.39	\$13.22
	Commercial/Industrial/Personal	\$25.24	\$24.97
	Motor Vehicle Excise	\$25.00	\$25.00

Total amount to be raised	\$173,796,831.23	\$179,237,725.15
Total estimated receipts and other revenue sources	\$64,073,797.58	\$65,157,115.00
Total tax levy	\$109,723,033.65	\$114,080,610.15
Recap Overlay	\$ 413,187.65	\$ 389,413.46

	Count Fiscal Year 2024	Valuation Fiscal Year 2024	Count Fiscal Year 2025	Valuation Fiscal Year 2025
Single Family	7923	4,773,987,300	7930	4,991,996,497
Condo	2175	963,729,400	2177	1,029,168,100
MultiHouse & Other	21	16,924,400	23	20,663,800
Two Family	41	23,911,000	41	24,423,400
Three Family	13	9,812,100	13	10,230,900
Apartments & Boarding Hs	19	260,317,700	20	269,581,300
Vacant Land	539	31,148,379	507	29,216,600
Commercial	462	435,237,700	457	447,735,200
Industrial	238	276,357,078	249	301,933,978
Chapter	15	2,542,400	15	1,532,000
Mixed Use	34	53,050,000	35	58,067,400
Personal Property	789	369,613,240	765	398,812,820
Exempt	514	346,706,100	518	376,542,100

# TREASURER'S CASH

CASH ON HAND JUNE 30, 2023 .....	\$114,024,766.11
RECEIPTS TO JUNE 30, 2024.....	<u>\$224,004,765.53</u>
	<b>\$338,029,531.64</b>

PAID ON WARRANTS TO JUNE 30, 2024.....	(\$197,919.887.12)
BALANCE JUNE 30, 2024 .....	<b>\$140,109,644.52</b>

**DETAIL OF DEBT OUTSIDE OF THE DEBT LIMIT**

WATER PROJECT-GENERAL LAWS, CHAPTER 44 .....	\$13,672,339.00
SEWER PROJECT-GENERAL LAWS, CHAPTER 44 .....	<u>\$29,050,000.00</u>
	<b>\$42,722,339.00</b>

**STATEMENT OF TOWN DEBT  
FISCAL YEAR BASIS**

2024	14,877,429.00
2025	14,880,660.00
2026	14,504,056.00
2027	14,522,623.00
2028	12,550,000.00
2029	10,900,000.00
2030	9,445,000.00
2031	8,015,000.00
2032	6,610,000.00
2033	6,605,000.00
2034	6,260,000.00
2035	6,255,000.00
2036	5,555,000.00
2037	4,725,000.00
2038	4,725,000.00
2039	3,975,000.00
2040	1,255,000.00
2041	1,255,000.00
2042	1,255,000.00
2043	1,255,000.00

**TOTAL:           149,424,768.00**

**STATEMENT OF TOWN DEBT  
FISCAL YEAR BASIS**

2024	4,402,781.54
2025	3,822,258.98
2026	3,239,555.56
2027	2,727,338.77
2028	2,250,462.54
2029	1,867,262.54
2030	1,559,687.54
2031	1,296,787.52
2032	1,061,150.02
2033	893,656.26
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:           25,396,372.55**

**CASH AND SECURITIES IN CUSTODY OF TOWN TREASURER AS OF JUNE 2024**

AFFORDABLE HOUSING	\$ 6,089,624.11
ARTS LOTTERY	\$ - 6,914.89
COMMUNITY PRESERVATION ACT	\$ 5,206,814.59
CEMETERY PERPETUAL CARE FUND	\$ 30,996.91
CONSERVATION FUND	\$ 177,293.17
EDUCATION FUND	\$ 4,035.33
FAIRGRIEVE FUND	\$ 43,638.52
FOSTER SCHOOL FUND	\$ 33,325.54

LIBRARY ENDOWMENT FUND	\$	35,907.36
LIBRARY GIFT FUND	\$	11,260.24
MAHONEY FUND	\$	2,036.77
PEIRCE FUND	\$	2,200.22
PLANNING FUND	\$	3,950.65
SCHOLARSHIP FUND	\$	1,372.78
ST CLARE FUND	\$	42,775.39
STABILIZATION FUND	\$	19,232,217.88
TAXATION FUND	\$	11,761.97
HEALTH TRUST FUND	\$	2,071,000.31
VICOR FUND	\$	8,681.65
<b>TOTAL TRUST FUNDS</b>	<b>\$</b>	<b>33,001,978.50</b>

**PROPERTY TAX LEVIES AND COLLECTIONS**

<b>FISCAL YEAR 2024 REAL ESTATE</b>	<b>F/Y 2024</b>	<b>F/Y 2023</b>	<b>F/Y 2022</b>
Commitments	\$102,932,648.38	\$10,207.52	-
O/S 07/01/23	-	\$718,102.43	\$2,300.37
Collections	-\$100,276,723.48	-\$630,854.39	-\$773.68
Abatements	-\$432,939.09	-\$50.00	-
Refunds	\$123,463.64	\$16,362.69	-
Added To Tax Title	-\$371,056.65	-\$95,262.04	-\$540.34
Deferred Taxes	-\$5,639.76	-	-
Tax Possession	-	-	-
Misc Adjustments	-\$435,125.27	\$1,290.54	-
<b>BALANCE 06/30/24</b>	<b>1,534,627.77</b>	<b>19,796.75</b>	<b>986.35</b>

<b>WATER &amp; SEWER CONN LIENS</b>	<b>F/Y 2024</b>	<b>F/Y 2023</b>	<b>F/Y 2022</b>
Commitments	\$15,882,056.42	-	-
O/S 07/01/23	-	\$877,248.62	\$342,008.34
Collections	-\$14,615,743.54	-\$388,773.42	-\$74,313.76
Abatements	-\$3,218.49	-	-
Refunds	\$31,889.78	\$6,419.15	\$870.63
Liened to Real Estate	-\$49,566.68	-\$97.85	-
Deferred	-	-	-
Misc Adjustments	-\$271,663.45	-\$481,550.29	-\$257,337.99
<b>BALANCE 06/30/24</b>	<b>\$973,754.04</b>	<b>\$13,344.66</b>	<b>\$11,129.37</b>

<b>PERSONAL PROPERTY</b>	<b>F/Y 2024</b>	<b>F/Y 2023</b>	<b>F/Y 2022</b>
Commitments	\$9,339,555.47	-	-
O/S 07/01/23	-	\$97,875.17	\$11,329.37
Collections	-\$9,282,611.86	-\$39,896.44	-\$1,646.57
Abatements	-\$11,734.82	-	-
Refunds	\$14,768.40	-	-
Misc Adjustments	-\$11,658.82	-\$76.00	-
<b>BALANCE 06/30/24</b>	<b>48,318.37</b>	<b>57,902.73</b>	<b>9,682.80</b>

<b>MOTOR VEHICLE EXCISE</b>	<b>F/Y 2024</b>	<b>F/Y 2023</b>	<b>F/Y 2022</b>
Commitments	\$5,256,396.39	-	-
Add'l Commitments	-	\$510,298.61	-
O/S 07/01/23	-	\$586,116.85	\$118,333.39
Collections	-\$4,686,860.43	-\$947,122.74	-\$63,419.40
Abatements	-\$150.00	-\$50.00	-
Refunds	\$20,275.13	\$37,263.43	\$2,351.96
Misc Adjustments	-\$79,667.53	-\$38,056.31	-\$3,863.94
<b>BALANCE 06/30/24</b>	<b>\$509,993.56</b>	<b>\$148,449.84</b>	<b>\$53,402.01</b>

<b>BOAT EXCISE</b>	<b>F/Y 2024</b>	<b>F/Y 2023</b>	<b>F/Y 2022</b>
Commitments	-	\$2,284.00	-
O/S 07/01/23	-	-	\$293.70
Collections	-	-\$2,008.32	-\$53.00
Abatements	-	-	-
Refunds	-	-	-
Misc Adjustments	-	-\$44.94	-
<b>BALANCE 06/30/24</b>	<b>\$0.00</b>	<b>\$230.74</b>	<b>\$240.70</b>

# CABLE ENTERPRISE FUND BALANCE SHEET

June 30, 2024

## ASSETS

Cash 2,727,536.58

**TOTAL ASSETS 2,727,536.58**

## LIABILITIES/RESERVES

Warrants Payable 216.20

Accrued Payroll

**TOTAL LIABILITIES 216.20**

### FUND BALANCES:

FB reserve for encumbrances 17,209.69

FB/RES for expenditures -

Unreserved/Undesignated 2,710,110.69

**TOTAL FUND BALANCES 2,727,320.38**

**Total Liabilities/Fund Balances 2,727,536.58**

# CABLE ENTERPRISE FUND REVENUE REPORT

## Cable Enterprise Fund

Transfer In	
Other Revenue	
Cable TV Franchise Fee- Verizon	201,316.50
Cable TV Franchise Fee- Comcast	306,409.91
Investment Earnings	115,934.02
Transfer From G/F	

**Total Cable Enterprise Fund Revenue** **623,660.43**

# CABLE OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
<b>Cable</b>			
Salary	202,397.00	191,903.74	10,493.26
Operating	112,323.90	42,734.83	69,589.07
Outlay	86,760.25	60,102.88	26,657.37
<b>TRANSFER IN/OUT</b>	206,935.00	206,935.00	-
<b>EMPLOYEE BENEFITS</b>			
Retirement	14,096.00	14,096.00	-
Group Insurance	16,930.00	16,930.00	-
Medicare	2,830.00	2,830.00	-
	<b>642,272.15</b>	<b>535,532.45</b>	<b>106,739.70</b>

# CABLE CAPITAL EXPENDITURES

**Articles**

Upgrade HS Studio	150,142.10	
		150,142.10
<b>Total Capital Expenditures</b>		<b>150,142.10</b>

# STORMWATER FUND BALANCE SHEET

June 30, 2024

## ASSETS

Cash	1,748,891.82
Def Tax Stormwater Lien	416.70
2021 Stormwater rate	325.00
2022 Stormwater rate	500.00
2023 Stormwater rate	600.00
2024 Stormwater rate	89,458.17
2024 Stormwater Lien	6,876.77

**TOTAL ASSETS** **1,847,068.46**

## LIABILITIES/RESERVES

Warrants Payable	52,776.38
Def Rec/Def tax Stormwater Lien	416.70
Def Rev Stormwater rates	90,883.17
Def Rev Stormwater Liens	6,876.77

**TOTAL LIABILITIES** **150,953.02**

## FUND BALANCES:

Encumbrance Reserve	149,267.56
Unreserved/Undesignated	1,546,847.88

**TOTAL FUND BALANCES** **1,696,115.44**

**Total Liabilities/Fund Balances** **1,847,068.46**

# STORMWATER REVENUES

## Stormwater Fund

Stormwater Rate FY21	25.00
Stormwater Rate FY22	4,526.75
Stormwater Rate FY23	35,925.33
Stormwater Rate FY24	1,119,906.81
Def Tax Stormwater Lien	75.00
Def Tax Interest	18.24
Stormwater interest	5,724.94
Stormwater Lien Interest	377.82
Stormwater Lien FY24	88,680.75
Miscellaneous Fee	3,641.00
Investment Earnings	49,069.29

**Total Stormwater Fund Revenue**

**1,307,970.93**

# STORMWATER CAPITAL EXPENDITURES

## Articles

Drainage improv & upgrade art	312,489.60	312,489.60
<b>Total Capital Expenditures</b>		<b>312,489.60</b>

# STORMWATER OPERATING RECAP

	APPROPRIATED	EXPENDED	BALANCE
<b>Stormwater</b>			
Operating	724,346.52	408,867.10	315,479.42
Outlay	269,403.14	246,084.30	23,318.84
			-
<b>RESERVE FUND</b>	25,000.00		25,000.00
<b>TRANSFERS IN/OUT</b>	505,000.00	505,000.00	-
	<b>1,523,749.66</b>	<b>1,159,951.40</b>	<b>363,798.26</b>

# **EMPLOYEE EARNINGS**

# TOWN EMPLOYEE EARNINGS

Last Name	First Name	MI	Location	Amount	Regular	Overtime	Detail
<b>TOWN MODERATOR</b>							
WEIR	DUSTIN	L	T114	1,000.00	1,000.00		
<b>BOARD OF SELECTMEN</b>							
HOLLAND	PATRICK		T122	5,250.03	5,250.03		
JOHNSON	TODD	R	T122	4,500.00	4,500.00		
KRATMAN	MARK	S	T122	5,000.04	5,000.04		
MACKEY	JAMES	F	T122	5,000.04	5,000.04		
RYDER	ERIC	M	T122	1,250.01	1,250.01		
WELLMAN	JAYNE	E	T122	5,000.04	5,000.04		
<b>TOWN MANAGER</b>							
MIRABELLA	ANA	P	T123	74,766.50	74,766.50		
MONTUORI	RICHARD	A	T123	212,902.92	212,902.92		
RYAN	AMY	E	T123	62,934.51	62,934.51		
SADWICK	STEVEN	J	T123	176,087.76	176,087.76		
CAMERON	MARISSA	A	T123	8,313.00	8,313.00		
RUGGIERO	MARIA	F	T123	53,103.60	53,103.60		
<b>FINANCE COMMITTEE</b>							
LEVASSEUR	KATHLEEN	A	T131	1,248.85	1,248.85		
<b>AUDITOR</b>							
CONNELLY	CHRISTINE	M	T135	51,003.04	51,003.04		
DOYLE	NICOLE	D	T135	74,280.31	74,280.31		
FLORINO	RONALD	J	T135	6,161.58	6,161.58		
REGO	ALBANO	S	T135	104,525.52	104,525.52		
<b>COMPUTER SERVICES</b>							
BENT	JAMES	W	T136	115,595.13	115,595.13		
DAWSON	CIAN	J	T136	7,300.00	7,300.00		
MANN	JUSTIN	W	T136	1,020.00	1,020.00		
<b>BOARD OF ASSESSORS</b>							
ALLY	LEA		T141	337.10	337.10		
DEMEO	PATRICIA	A	T141	46,869.14	46,869.14		
DULONG	LINDA	A	T141	81,787.17	81,787.17		
FLANAGAN	BARBARA	A	T141	1,570.56	1,570.56		
FOLEY	JOANNE	P	T141	112,442.27	112,442.27		
LUPPI	ALLISON	K	T141	2,235.88	2,235.88		

MOORE	SUSAN	E	T141	1,570.56	1,570.56
RAGUCCI	STACY	R	T141	59,781.13	59,781.13
SINGLETON	LOGAN	J	T141	299.64	299.64

**TREASURER/COLLECTOR**

BLAKENEY JR	WILLIAM	L	T145	87,138.13	87,138.13
DE LA CRUZ	MELANIE		T145	53,338.68	53,338.68
DOYLE	KAREN	D	T145	55,674.27	55,674.27
FLORINO	LYDIA	R	T145	72,171.43	72,171.43
MAZZAPICA	MARY	M	T145	60,089.58	60,089.58
METIVIER	JANICE	A	T145	16,669.42	16,669.42
ODAMS	KELLY	L	T145	116,851.81	116,851.81
SALEMME	DENISE	R	T145	7,251.59	7,251.59

**ADMINISTRATIVE SERVICES**

BELANGER	TERESA	L	T153	111,465.60	111,465.60
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**TOWN CLERK/TOWN ELECTIONS**

D'AMPOLO	TRACY	L	T161	53,372.50	51,830.19	1,542.31
DESISTO	KERRI	L	T161	42,325.59	40,872.19	1,453.40
GRAFFEO	DENISE		T161	119,559.50	118,447.55	1,111.95
MCMULLEN	SARAH	C	T161	67,554.14	66,284.02	1,270.12
ASSELIN	ERIN	W	T162	255.00	255.00	
BANGS	JUDY	A	T162	476.25	476.25	
BEATTIE	ELEANOR	M	T162	2,457.00	2,457.00	
BERIAN	PAUL		T162	135.00	135.00	
BEY-ALLEN	GEORGIA	L	T162	2,502.00	2,502.00	
BOYLE	RONALD	E	T162	622.50	622.50	
BRADLEY	TAMMIE	R	T162	427.50	427.50	
BRANCHAUD	KARLA		T162	1,026.00	1,026.00	
BRANCHAUD	THOMAS	R	T162	296.00	296.00	
CASCIO	CONSTANCE	M	T162	285.00	285.00	
CASCIO	RAYMOND	J	T162	142.50	142.50	
CHAMBERS	MAUREEN	E	T162	453.75	453.75	
CINTOLO	KAREN	E	T162	465.00	465.00	
COHEN	SARAH	B	T162	255.00	255.00	
CREAMER	SANDRA	L	T162	390.00	390.00	
CRISI, SR	DAVID	A	T162	324.00	324.00	
CUNEO-BURNS	HEATHER	D	T162	123.75	123.75	
CUNNINGHAM	LAUREN	T	T162	108.00	108.00	
DRISCOLL	LISA	E	T162	378.75	378.75	
EASLEY	KAREN	W	T162	402.25	402.25	
EASLEY	RAYMOND	L	T162	287.50	287.50	
FAHEY	MEREDITH	K	T162	330.00	330.00	
FLANAGAN	BARBARA	A	T162	337.50	60.00	277.50
FORLIZZI-ROCHE	DENISE		T162	1,404.00	1,404.00	
FROST	DENISE	L	T162	386.25	386.25	
GOULART	KATHLEEN	A	T162	176.25	176.25	
GRANESE	MELISSA	M	T162	674.75	674.75	
GUENTHER	LINDA	M	T162	603.75	603.75	

HAINES	DONNA	G	T162	337.50	337.50	
HANDS	CHRISTOPHER	G	T162	409.36		409.36
HANLEY	ROBERT	E	T162	375.00	375.00	
HIGGINS	JANICE	C	T162	892.50	892.50	
HOGAN	JEANNE	M	T162	393.75	393.75	
IMPINK	PAIGE	F	T162	1,026.00	1,026.00	
IMPINK	VICTOR	N	T162	136.00	136.00	
JOYCE	KRISTEN	M	T162	131.25	131.25	
KALKWARF	STEPHEN	C	T162	528.00	528.00	
KEDDIE	PATRICIA	A	T162	135.00	135.00	
KING	JEANNE	M	T162	461.25	461.25	
KINNON	CHRISTINE	E	T162	127.50	127.50	
KINNON	STEPHANIE	B	T162	268.00	268.00	
KUSHMEREK	DIANE	L	T162	450.00	450.00	
LAMARCA	THEODORA		T162	787.50	787.50	
LERMAN	RICHARD	L	T162	255.00	255.00	
LIPSHIRES	KAREN		T162	60.00	60.00	
LOZOWSKI	DENISE	J	T162	1,359.00	1,359.00	
MACNEIL	LAUREEN	M	T162	512.00	512.00	
MAGUIRE	JANET	A	T162	382.50	382.50	
MCFAYDEN	BETH	L	T162	716.25	716.25	
MCNAMARA	CHARLENE	M	T162	571.50	571.50	
NAGHIBI	GRAZIELA	B	T162	243.75	243.75	
OKEEFE	BRYAN	C	T162	403.32	-	403.32
OLIVA	SANDRA	A	T162	236.25	236.25	
OLIVA	VINCENT	J	T162	371.25	371.25	
PAGLIUCA	KELLY	A	T162	472.50	472.50	
PHELAN	ROBERT	J	T162	41.25	41.25	
POLI	LINDA	A	T162	504.00	504.00	
QUINTON	PRISCILLA	N	T162	630.00	630.00	
RONAN	DANIEL	S	T162	76.00		76.00
RYAN	LORETTA	A	T162	1,390.50	1,390.50	
SHEEHAN	NIAMH		T162	251.25	251.25	
SPANOS JOHNSON	SANDRA	A	T162	608.00	608.00	
STRATIS	PATRICIA	I	T162	277.50	277.50	
TARLOWSKI	RICCARDA		T162	1,233.50	1,233.50	
TOPPIN	DAVID	M	T162	555.00	555.00	
TOPPIN	JOANNE	R	T162	735.00	735.00	
TOPPING	CHRISTINE	A	T162	210.00	210.00	
TORRO	AMY	L	T162	356.25	356.25	
TRUDEAU	JACOB	A	T162	67.50	67.50	
TRUDEAU	STEPHEN	A	T162	144.00	144.00	
WEIR	DUSTIN	L	T162	450.00	90.00	360.00
CARROLL	AMANDA	K	T163	500.00	500.00	
CHOU	DAVID	J	T163	500.00	500.00	
TEAGUE	RUTH	A	T163	500.00	500.00	

#### CONSERVATION COMMISSION

DARVEAU	LINDA	R	T171	1,000.00	1,000.00	
GOVE	STEVEN	E	T171	1,000.00	1,000.00	
RONAN	DANIEL	S	T171	1,000.00	1,000.00	
SHEEHAN	DENNIS	J	T171	1,000.00	1,000.00	

WALSH	EVAN	N	T171	1,000.00	1,000.00		
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**PLANNING BOARD**

CIAMPA	JONATHAN	T	T175	2,500.00	2,500.00		
CONNELLY	CHRISTINE	M	T175	6,575.94	3,340.52	3,235.42	
DUFFY	JAMES	J	T175	2,500.00	2,500.00		
FRATALIA	VINCENT	S	T175	2,500.00	2,500.00		
JOHNSON	STEPHEN	G	T175	3,000.00	3,000.00		
LIZOTTE	NICHOLAS	J	T175	2,500.00	2,500.00		
FONTAINE	JOSEPH	E	T175	61,591.88	61,591.88		
MAHONEY	ABIGAIL	K	T175	4,106.72	4,106.72		
LOWDER	ALEXANDRA	M	T175	76,745.76	76,745.76		
POWERS	JACQUELINE	E	T175	61,572.77	61,392.20	180.57	

**TELEMEDIA**

COVIELLO	COURTNEY	L	T191	4,725.00	4,725.00		
DORRINGTON	BRIAN	J	T191	104,976.36	104,976.36		
MARSHALL	JASON	P	T191	75,443.03	75,443.03		
PAFUME	STEVEN	L	T191	3,261.98	3,261.98		

**TOWN HALL**

RAY	SANDRA	M	T192	44,531.62	44,531.62		
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**POLICE**

ADAMS	BRUCE	E	T210	63,125.96			63,125.96
ADAMS	CHRISTOPHER	R	T210	136,701.89	88,125.58	29,668.47	18,907.84
ALARI	CAROL	M	T210	14,441.88	14,441.88		
AMPONSAH	KUKUA		T210	1,015.34	1,015.34		
AZNAVOORIAN	DAVID	C	T210	34,901.60	34,704.26	197.34	
BARBERA	JOSHUA	J	T210	141,968.17	89,829.65	31,233.96	20,904.56
BETTANO	CHRISTOPHER	J	T210	120,782.16	87,501.69	20,476.59	12,803.88
BJORKGREN	ROBERT	M	T210	111,178.97	90,238.25	13,838.88	7,101.84
BOURASSA	ALEXANDRA	L	T210	82,953.59	80,618.67	2,334.92	
BYRNE	CHRISTOPHER	A	T210	121,936.05	98,912.81	18,928.24	4,095.00
CAMERON	MARISSA	A	T210	4,590.00	4,590.00		
CAPUANO	KAREN	M	T210	96,896.13	76,243.51	11,423.10	9,229.52
CARTA	KEVIN	J	T210	19,865.78	19,865.78		
CASEY	THOMAS	M	T210	14,445.00			14,445.00
CASINO	STEPHANIE	P	T210	88,504.40	73,339.51	10,814.89	4,350.00
CATYB	DIANE	B	T210	65,032.25	62,934.45	2,097.80	
CIARAMELLA	NICHOLAS	A	T210	81,665.59	65,541.96	15,553.63	570.00
COLUMBUS	ALYSIA	M	T210	160,031.27	160,031.27		
COLUMBUS	RYAN	M	T210	190,029.26	190,029.26		
CONNOR	PATRICK	M	T210	174,761.48	129,695.86	31,196.66	13,868.96
CONTALONIS	THOMAS	J	T210	11,113.82	11,113.82		
COOKE	THOMAS	M	T210	68,702.85	64,272.32	4,430.53	
COVIELLO	CHRISTOPHER	J	T210	38,058.08			38,058.08
CRONIN	MATTHEW		T210	41,575.34	41,417.45	157.89	
CUCCIO	DYLAN	J	T210	99,480.29	87,081.39	9,263.90	3,135.00

CUSTANCE	LAURA	A	T210	69,711.97	68,716.30	995.67	
DONAHUE	MICHAEL	W	T210	880.00			880.00
DONOVAN	ANDREW	J	T210	141,045.19	87,560.30	30,249.21	23,235.68
DONOVAN	MATTHEW	D	T210	138,335.02	116,896.53	20,598.49	840.00
DONOVAN	MICHAEL	A	T210	152,117.72	124,485.46	25,913.02	1,719.24
DUFFY	DAVID	J	T210	134,524.17	91,703.53	20,278.88	22,541.76
EDMONDS	CHARISSA	S	T210	98,574.78	63,699.79	11,870.47	23,004.52
EMERSON	CHARLES	B	T210	75,661.91	60,802.50	7,642.21	7,217.20
FARNUM	BRIAN	J	T210	160,031.29	160,031.29		
FIELD	ROBERT	D	T210	64,529.51	33,672.87	4,305.60	26,551.04
FINERAN	KELLY	A	T210	95,515.92	95,515.92		
GALLAGHER	SHANE	Q	T210	141,996.60	112,575.48	28,701.12	720.00
GATH	LEE	A	T210	480.00	-		480.00
GATH	PHILIP	M	T210	8,070.00	-		8,070.00
GORDON	KAYLA	M	T210	109,698.89	89,440.52	20,258.37	
GRANT	AMANDA	A	T210	28,368.16	28,368.16		
HANLEY	ERIC	E	T210	121,614.78	90,883.05	16,132.85	14,598.88
HARRINGTON	PATRICK	J	T210	164,652.97	131,265.92	20,927.05	12,460.00
HARRIS	JO-ANN		T210	55,119.65	40,859.16	4,470.49	9,790.00
HILDEBRAND	MARK		T210	13,158.75			13,158.75
HOMSY	MICHAEL	A	T210	1,695.52			1,695.52
HUNT	RYAN	J	T210	112,066.02	84,275.24	23,110.78	4,680.00
JACOBS	ZACHARY	J	T210	106,825.94	86,635.39	19,260.55	930.00
JAREK	JOHN		T210	31,809.69			31,809.69
JAREK	MATTHEW	J	T210	31,845.65			31,845.65
JOHNSON	STEPHEN	R	T210	1,518.86	1,518.86		
JONES	MICHAEL	F	T210	103,835.22	88,328.85	15,506.37	
KEDDIE	SCOTT	A	T210	37,558.87			37,558.87
KELLEHER	DENNIS	J	T210	141,247.66	87,154.48	9,766.42	44,326.76
KELLEY	JOSEPH	C	T210	160,958.10	117,108.67	43,849.43	
KELLY	TIMOTHY	W	T210	13,550.52			13,550.52
KNOOPS	PETER	J	T210	111,137.53	76,460.61	17,036.92	17,640.00
KNOWLES	CHERYL	M	T210	36,554.06	36,554.06		
LEFEBVRE	CHRISTOPHER	A	T210	137,907.42	106,839.06	31,068.36	
LEVY	DAVID	W	T210	6,943.75			6,943.75
LIM	CHY	H	T210	89,332.26	71,450.42	11,371.84	6,510.00
MCCONAGHY	SARAH	E	T210	29,997.17	23,071.97	5,635.20	1,290.00
MCLAUGHLIN	MICHAEL	J	T210	157,963.94	108,106.20	44,007.74	5,850.00
MCPHAIL	MARKUS	E	T210	124,508.09	91,641.11	7,586.50	25,280.48
MCPHAIL	CHARLES		T210	58,084.04			58,084.04
MENDONCA	JOE	R	T210	148,826.28	101,500.85	33,310.95	14,014.48
MIANO	DAVID	M	T210	84,531.37	84,531.37		
MURRAY	PETER	C	T210	137,417.55	98,894.92	23,573.23	14,949.40
MURRAY	CHRISTOPHER	A	T210	22,893.08			22,893.08
NEWCOMB	MICHAEL	S	T210	150,117.53	119,337.83	15,379.22	15,400.48
NICOSIA	PAUL	J	T210	89,118.21	89,118.21		
OBRIEN	MATTHEW	D	T210	49,188.50	42,406.90	6,781.60	
O'HARE	JAMES	P	T210	4,922.50			4,922.50
OKEEFE	KIMBERLY	A	T210	92,208.43	90,350.20	1,858.23	
OTERI	TIMOTHY	C	T210	90,584.19	69,177.59	16,261.60	5,145.00
PAGE-SHELTON	MATTHEW	C	T210	5,823.84	5,823.84		
PAUL	RICHECARD	W	T210	4,892.10	4,892.10		
PELRINE	MICHAEL	P	T210	112,146.38	82,136.30	9,100.08	20,910.00

PELRINE	STEPHEN		T210	16,142.50			16,142.50
PERRY	MARK		T210	9,975.00			9,975.00
PETERSON JR	DENNIS	J	T210	193,681.32	130,203.28	48,791.40	14,686.64
PHILLIPS	PETER	J	T210	2,835.00			2,835.00
PICCOLO	ARTHUR	M	T210	116,231.57	93,586.16	4,028.01	18,617.40
POWERS	STEPHEN	M	T210	36,258.75			36,258.75
QUINN	STEPHEN	J	T210	118,840.03	90,660.47	28,179.56	
REESE	KEVIN		T210	2,190.00			2,190.00
REGAN	PETER	L	T210	64,415.17	17,896.05	238.54	46,280.58
RICHARDSON	ANDREW	J	T210	3,440.00			3,440.00
ROWE	MATTHEW	S	T210	124,292.22	92,969.74	17,495.20	13,827.28
RUGGIERO	MARIA	F	T210	28,965.60	28,965.60		
RYAN	PATRICK	A	T210	105,680.31	86,799.97	17,665.34	1,215.00
RYSER	JAMES	T	T210	105,844.39	89,906.81	15,672.06	265.52
SAAD	JACOB	E	T210	117,339.63	91,266.54	20,701.93	5,371.16
SCHWALB	WILLIAM	L	T210	34,967.92			34,967.92
SAKOVICH	MICHAEL	G	T210	56,989.20	55,281.96	1,707.24	
SCHUMAKER	DEREK	S	T210	67,970.31	58,751.43	8,648.88	570.00
SCOTT	CHRISTOPHER	M	T210	107,983.87	83,867.60	19,933.79	4,182.48
SHEEHAN	RYAN	C	T210	72,074.26	62,986.39	8,867.87	220.00
SITAR	DANIEL	J	T210	19,992.50			19,992.50
STEPHENS	ROBERT	A	T210	36,381.21	34,216.91	2,164.30	
STORTI	MICHAEL	A	T210	53,110.05	36,210.17	7,394.88	9,505.00
STRONG	LAUREN	M	T210	142,088.97	94,997.54	33,322.07	13,769.36
SUGHRUE	RYAN	M	T210	111,201.31	86,170.69	24,550.62	480.00
SULLIVAN III	THOMAS	J	T210	34,867.50			34,867.50
TANGUAY	CRAIG	M	T210	975.00			975.00
TORRES	STEVEN	M	T210	82,019.71	71,029.30	8,350.41	2,640.00
TRELEGAN	COLIN	L	T210	223,169.64	125,188.45	71,286.15	26,695.04
VALERI	KATRINA	M	T210	90,624.53	75,401.48	12,838.05	2,385.00
VAN HORN	MATTHEW	F	T210	1,615.44			1,615.44
VASCONCELLOS	KAITLIN	M	T210	99,319.36	91,827.89	3,171.47	4,320.00
VASCONCELLOS	MICHAEL	J	T210	126,593.68	87,329.24	32,604.44	6,660.00
VITALE	MARCIA	A	T210	64,230.25	63,489.85	740.40	
VOTO	JOHN	S	T210	86,465.17	84,365.17		2,100.00
WADE	LISA	J	T210	45,241.84	29,545.01	8,016.83	7,680.00
WALKER	ISAIAH	G	T210	45,859.40	31,916.22	5,781.86	8,161.32
WARREN	BRIAN		T210	28,351.04			28,351.04
WELCH	JENNIE	A	T210	110,717.32	94,700.85	11,936.47	4,080.00
WILLIAMS JR	JAMES	F	T210	171,314.49	133,934.65	36,267.76	1,112.08

## **FIRE**

ALTAVESTA	JOEL	R	T220	90,159.24	81,900.70	7,708.54	550.00
AUSTIN	SCOTT	D	T220	168,927.86	106,312.88	40,154.85	22,460.13
BIELECKI	PETER	J	T220	114,989.46	84,033.88	16,580.58	14,375.00
BOURDON	MARC	B	T220	100,843.44	86,628.06	13,005.38	1,210.00
BRADLEY	SHAWN	M	T220	114,726.33	81,423.99	17,864.68	15,437.66
BREKALIS	PETER	C	T220	80,567.58	73,888.03	5,084.55	1,595.00
BROTHERS	JACOB	R	T220	95,626.04	77,564.41	12,971.63	5,090.00
BROTHERS JR	PATRICK	M	T220	114,038.88	84,112.21	14,825.97	15,100.70
BROTHERS	PATRICK	M	T220	104,614.47	82,928.03	21,411.44	275.00
BROTHERS	TAYLOR	E	T220	82,458.87	69,173.36	12,185.51	1,100.00

CARNEY	DAVID	A	T220	147,331.22	112,488.59	34,842.63	
CONLEY	DAVID	D	T220	74,516.43	68,241.87	5,119.56	1,155.00
DEMAIO	ANDREW	V	T220	72,591.85	59,378.72	11,508.13	1,705.00
DOGHERTY	JOSEPH	M	T220	75,387.28	75,335.27	52.01	-
DOHERTY	PATRICK	S	T220	120,660.35	100,446.64	19,443.71	770.00
DONOVAN	MICHAEL	B	T220	94,775.30	82,396.44	9,958.86	2,420.00
ELLIOTT	TODD	E	T220	83,776.90	77,767.46	6,009.44	-
FAGONE	JAY	J	T220	108,725.98	86,742.52	17,088.46	4,895.00
FARIAS	PAUL	M	T220	76,821.12	64,423.82	11,847.30	550.00
FITZPATRICK	JAMES	E	T220	96,634.93	82,601.69	13,098.24	935.00
FORTUNATO	JOSEPH	C	T220	136,324.20	96,774.27	18,480.65	21,069.28
FOWLER	JOHN	R	T220	106,443.31	83,754.34	16,814.85	5,874.12
GIASULLO JR	JEFFREY		T220	103,424.42	79,716.50	17,327.92	6,380.00
GIASULLO	DAVID	J	T220	140,914.71	100,157.04	18,163.58	22,594.09
GIASULLO	JEFFREY		T220	132,387.98	108,286.91	23,826.07	275.00
GIASULLO	MICHAEL	J	T220	89,213.76	80,824.06	7,729.70	660.00
GOSSE	WILLIAM	R	T220	90,932.33	80,465.89	8,871.44	1,595.00
GUTTADAURO	PAUL	F	T220	158,016.00	158,016.00		
HALLIDAY	CAITLIN	M	T220	67,422.53	66,566.86	855.67	
HERY	BLAKE	M	T220	113,978.26	84,058.84	12,085.67	17,833.75
HOLDEN	TIMOTHY	J	T220	108,402.44	86,791.92	20,140.52	1,470.00
HUBBARD	JUSTIN	A	T220	111,772.54	85,051.09	13,051.95	13,669.50
KARLBERG	DAVID	R	T220	112,235.93	92,258.68	19,234.75	742.50
KASPRZAK	DANIEL	M	T220	97,690.24	81,440.76	12,729.48	3,520.00
KEARNS	JOSEPH	W	T220	184,908.41	184,908.41		
KEDDIE	ROBERT	P	T220	151,480.50	97,169.14	35,965.11	18,346.25
LAMOUREUX	JUSTIN	A	T220	92,958.70	79,524.80	10,741.40	2,692.50
LUCIA JR	CHARLES	A	T220	115,336.85	92,409.95	18,558.15	4,368.75
MACKEY	BRIAN	R	T220	118,054.77	101,327.10	16,122.67	605.00
MAGA	KYLE	R	T220	24,699.52	21,215.00	2,714.52	770.00
MANCUSI	TIMOTHY	M	T220	106,258.47	92,046.23	13,304.74	907.50
MCGLAUFLIN	RUSSELL	J	T220	120,793.45	100,286.64	20,176.81	330.00
MCNAMARA	JASON	R	T220	100,212.73	87,968.19	5,706.07	6,538.47
MERRILL MORGADO	CHRISTINA	M	T220	105,998.89	91,797.57	12,801.32	1,400.00
MERRILL	MICHAEL	B	T220	89,313.84	79,633.14	8,240.70	1,440.00
MUGFORD	PAUL		T220	84,015.53	76,923.58	5,716.95	1,375.00
O'BRIEN	JEANNE	M	T220	69,979.75	69,597.64	382.11	
OLEARY	JOHN	H	T220	98,902.13	81,269.26	13,470.37	4,162.50
REPPUCCI	CHRISTOPHER	D	T220	82,726.01	79,465.29	2,710.72	550.00
ROBERTS	HENRY	W	T220	92,417.60	83,920.28	6,929.82	1,567.50
ROSEMOND	ALAN	L	T220	112,808.72	109,664.04	2,484.68	660.00
SANDBERG	KENNETH	J	T220	154,951.57	113,911.76	38,359.57	2,680.24
SAWICKI	DANIEL	D	T220	118,645.95	118,645.95	-	-
SMITH	PETER	C	T220	13,949.69	12,904.69	165.00	880.00
TAMMARO	JONATHAN	R	T220	108,728.44	83,637.10	11,331.31	13,760.03
TANGUAY	BRANDEN	M	T220	98,453.71	76,923.56	9,402.65	12,127.50
TEIXEIRA	CHRISTOPHER	J	T220	120,633.58	80,864.06	18,492.71	21,276.81
TEMMALLO	DEREK	C	T220	101,425.01	84,383.90	15,721.11	1,320.00
WELCH	DEREK	W	T220	109,547.38	91,491.93	17,450.45	605.00
WELCH	TYLER	J	T220	82,438.81	76,828.66	5,610.15	-
WILLEY	MICHAEL	A	T220	140,842.75	95,537.40	17,655.48	27,649.87
YOST	DANIEL	W	T220	83,532.20	76,067.20	6,915.00	550.00
ZAMPITELLA	ANDREW	W	T220	48,325.27	43,806.02	4,519.25	

**BUILDING**

BERTONASSI	MARK	C	T241	23,936.37	23,936.37	
BETTENCOURT	LEO		T241	88,891.98	88,891.98	
CALLAHAN	DINA	M	T241	55,158.57	54,853.11	305.46
DELUCA	ANDREW	J	T241	8,072.25	8,072.25	
LARGENTON	JAMES	F	T241	2,419.92	2,419.92	
OKEEFE	NANCY	A	T241	65,642.14	65,642.14	
OSTROSKI	GREGORY		T241	1,340.65	1,340.65	
SANTOS	TIMOTHY	M	T241	5,323.90	5,323.90	
SULLIVAN	HAROLD	J	T241	16,939.30	16,939.30	
WILD	PAUL	A	T241	23,940.16	23,940.16	

**DPW**

ALFONSI	SEAN	G	T400	96,649.56	76,700.03	19,949.53
ALLARD	PETER	D	T400	77,154.52	62,229.21	14,925.31
ALLARD	THOMAS	A	T400	101,852.71	75,365.44	26,487.27
BARBATO	CHAUNCEY	A	T400	67,340.06	59,738.17	7,601.89
BARROW	ERIC	C	T400	64,628.52	55,308.52	9,320.00
BEAUCHESNE	BRIAN	D	T400	34,622.52	33,982.02	640.50
BEEBE	CHRISTOPHER	M	T400	89,668.06	75,909.56	13,758.50
BLAKENEY JR	WILLIAM	L	T400	778.08	778.08	-
BOZEK	JOHN	B	T400	102,974.29	79,865.35	23,108.94
BROTHERS	MICHAEL	S	T400	83,575.07	80,137.96	3,437.11
BRINCH	SCOTT	M	T400	93,094.60	93,094.60	
BURLEY	RANDALL	K	T400	93,397.32	93,397.32	
CALLAHAN	JACK	R	T400	3,584.00	3,584.00	
CALLISON	PATRICK	S	T630	8,221.33	900.00	7,321.33
CASEY	SHON	J	T400	90,487.52	79,712.79	10,774.73
CHANDLER	KENNETH		T400	54,623.29	54,623.29	
CLEARY	PATRICK	J	T400	90,151.37	76,000.07	14,151.30
CONLON	KEVIN	M	T400	11,523.94	11,523.94	
CRAIG	KIRSTY	L	T400	46,501.90	46,501.90	
DECAREAU	MATTHEW	P	T400	67,368.12	67,171.58	196.54
DESHLER JR	MICHAEL	T	T400	108,308.41	84,606.87	23,701.54
DOHERTY	ROSEMARY	E	T400	90,657.97	68,225.48	22,432.49
DONOVAN	MICHAEL	B	T400	117,943.46	110,796.80	7,146.66
DRAKOULAKOS	ALEC	P	T400	90,568.72	65,327.91	25,240.81
DRAKOULAKOS	BRADY	J	T400	56,270.92	48,679.24	7,591.68
FAZIO	JOSEPHINE	M	T400	3,843.00	3,843.00	
GALLO	STEFANIA	R	T400	83,698.68	83,698.68	
GAY	DANIEL	F	T400	93,081.41	60,096.26	32,985.15
GRANDONI-BARLOW	GILLIAN	M	T400	33,043.09	32,152.66	890.43
HANDS	CHRISTOPHER	G	T400	2,068.33	2,068.33	
HARDIMAN	KEVIN	T	T400	134,964.41	134,964.41	
HIRTLE	MATHEW	T	T400	132,171.62	89,293.01	42,878.61
HIRTLE	SEAN	B	T400	4,936.00	4,936.00	
KRITTER	ANDREW	J	T400	52,364.06	51,933.15	430.91
LAYNE	KENNETH	W	T400	108,084.40	77,026.01	31,058.39
LIZOTTE	DAVID	G	T400	107,434.32	107,434.32	
LONGO	MICHAEL	K	T400	81,059.67	74,338.17	6,721.50
MANN	CHRISTIAN	M	T400	5,412.00	5,412.00	

MARCHAND	JONATHAN	E	T400	73,704.72	59,907.06	13,797.66
MARION	BERNARD	H	T400	80,923.26	75,225.99	5,697.27
MARION II	LOUIS	E	T400	76,141.50	75,297.96	843.54
MARKOS	ARTHUR	G	T400	87,873.09	87,873.09	
MENDOZA	ALVARO	U	T400	55,935.02	55,935.02	
MICHAUD	KAYLYN	M	T400	75,285.57	73,786.36	1,499.21
MCNAMARA	PATRICK	M	T400	88,354.65	77,498.54	10,856.11
MINER JR	ROBERT	H	T400	115,527.93	89,023.35	26,504.58
MUDARRIE	NICHOLAS	F	T400	87,999.73	77,183.88	10,815.85
NICHOLS	RAUN	A	T400	3,771.74	3,771.74	-
OKEEFE	BRYAN	C	T400	3,839.00	-	3,839.00
PELLERIN	WILLIAM	P	T400	83,323.09	62,527.85	20,795.24
ROBINSON	CHRISTINE		T400	67,373.33	66,060.76	1,312.57
SALERNO	JOHN	M	T400	131,993.64	90,749.40	41,244.24
SCHOFIELD	CHERYL	A	T400	55,591.98	55,591.98	-
SHUFELT	MARILUZ		T400	24,183.12	24,183.12	
SOTIRAKOS	DANIELLE	M	T400	52,761.34	51,648.69	1,112.65
SOUSA	DANIEL		T400	91,984.44	74,850.84	17,133.60
STACK	ANDREW	A	T400	105,031.86	105,031.86	
THURSTON	WILLIAM	A	T400	77,543.47	68,021.25	9,522.22
TITUS	KEITH	R	T400	59,763.41	50,177.16	9,586.25
TRUSCELLO	JASON	R	T400	102,158.03	78,309.55	23,848.48
TRZCINSKI	JOHN	R	T400	92,690.70	70,255.53	22,435.17
WALSH	MARK	S	T400	95,931.10	83,204.31	12,726.79
WHELAN	SHAWN	P	T400	102,479.88	83,434.32	19,045.56

#### BOARD OF HEALTH

AMATO	SUSAN		T510	2,500.00	2,500.00	
BARRY	RAYMOND	M	T510	1,500.00	1,500.00	
BRAGA	MELISSA	T	T510	2,750.00	2,750.00	
BUDGA GWILT	KATLYNN		T510	1,250.00	1,250.00	
FERDINAND	GEORGE	H	T510	1,250.00	1,250.00	
JANECZAK	CHRISTINE	T	T510	1,250.00	1,250.00	
MILLER	PETER	L	T510	1,250.00	1,250.00	
SCARANO	ROBERT	J	T510	1,250.00	1,250.00	
GILLIS	SHANNON	L	T510	90,992.44	90,992.44	
GRANT	MICHELE	E	T510	82,010.73	82,010.73	
HADGE	LISA	M	T510	59,781.12	59,781.12	
PAVLAKOS	ASHLEY	P	T510	93,879.72	93,879.72	
THOMAS	PAMELA	J	T510	4,827.48	4,827.48	

#### COUNCIL ON AGING

CONOLE	JANICE	E	T541	85,151.34	85,151.34	
CORCORAN	GREGORY	J	T541	62,604.10	60,946.01	1,658.09
DEACKOFF	GAIL	A	T541	30,563.49	30,563.49	
DUGGAN	TAMMY	M	T541	45,195.17	41,614.33	3580.84
DUNLEVY	DIANE		T541	43,884.99	43,884.99	
FERDINAND	GEORGE	H	T541	10,703.53	10,703.53	
HESS	CHRISTINA	V	T541	85,163.10	85,163.10	
NATOLA	RALPH	J	T541	15,492.92	15,492.92	
TIMMONS	SUSAN	C	T541	37,994.00	37,994.00	

**VETERAN SERVICES**

DOWNEY	LISA	M	T543	74,779.20	74,779.20		
JOY	DIANE	E	T543	51,564.62	51,564.62		

**LIBRARY**

ALVARADO	LUCIA	E	T610	4,848.00	4,848.00		
BRILEY	JEANNINE	L	T610	71,021.73	68,600.54	2,421.19	
DRISCOLL	DANIELLE	M	T610	52,873.87	49,693.74	3,180.13	
FALARDEAU	LAURA	D	T610	31,688.12	31,572.79	115.33	
FIUMARA	JOSEPH	F	T610	65,533.53	62,405.96	3,127.57	
GIARRUSSO	DIANE	M	T610	111,465.60	111,465.60		
GOOLISHIAN	NICOLE	E	T610	74,562.50	74,562.50		
HAYES	ROBERT	L	T610	90,323.11	76,915.64	13,407.47	
HOLLAND	GAIL	M	T610	54,272.24	52,601.40	1,670.84	
HOLLIS	CHRISTINE		T610	51,800.64	49,251.20	2,549.44	
JENNINGS	KATIE	L	T610	47,241.57	45,045.62	2,195.95	
KELLEY	ANNE	E	T610	53,020.62	52,852.82	167.80	
LANDERS	JEANNE	M	T610	5,696.00	5,696.00		
LAWRENCE	HALEY	N	T610	46,781.01	43,236.23	3,544.78	
LEGGAT	EMILY	R	T610	65,402.11	63,835.30	1,566.81	
LEWIN	KATRINA	D	T610	72,832.69	68,051.04	4,781.65	
MORETTI	ANNALISA	C	T610	64,102.29	64,102.29		
PAWLOWSKI	RENEE	L	T610	13,625.31	13,625.31		
STRUBLE	RUBY	A	T610	39,230.32	38,985.78	244.54	
SWARTZ	JEANNE	E	T610	57,043.38	57,043.38		
TROIANO	THERESA	M	T610	11,036.81	11,036.81		

**PARKS/RECREATION**

BOMAL JR	VINCENT	R	T630	105,921.13	105,921.13		
CALLISON	PATRICK	S	T630	88,793.90	83,917.30	4,421.45	455.15
HANDS	CHRISTOPHER	G	T630	41,072.07	40,899.71	172.36	
OKEEFE	BRYAN	C	T630	65,068.83	60,946.01	3,786.72	336.1
TITUS	KEITH	R	T630	5,724.66	5,419.80		304.86

# 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 – <a href="http://www.tewksburyhistoricalsociety.org">www.tewksburyhistoricalsociety.org</a>	
Tewksbury Cemetery, 172 East St.....	978-851-4165
Tewksbury Community Pantry.....	978-858-2271
Town Web Site.....	<a href="http://www.tewksbury-ma.gov">www.tewksbury-ma.gov</a>
CITIZENS INFORMATION SERVICE	
Secretary of the Commonwealth.....	1-800-392-6090
Web Site – <a href="http://www.sec.state.ma.us">www.sec.state.ma.us</a>	
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