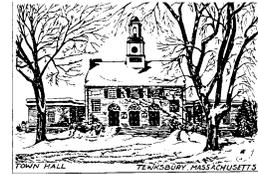




# Town of Tewksbury

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  
2023 Annual Town Meeting  
May 1 & 3, 2023

Newly re-elected Moderator, Dustin Weir called to order the May 1, 2023 Annual Town Meeting at 7:30 PM given that a quorum of voters was present and a properly served and returned warrant was in possession.

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

Connections Academy Junior, Dasia Allen sang our National Anthem.

The Moderator led the Assembly in The Pledge of Allegiance

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

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

- This coming Saturday, May 6<sup>th</sup> is Spring Town Cleanup Day, organized by the Tewksbury Beautification Committee, between the hours of 9 AM and 2 PM.
- On May 13<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.

Moderator Weir made the following introductory comments:

*Welcome to the Tewksbury Annual Town Meeting. As we begin our meeting, I want to take a moment to talk about ground rules. Town Meeting is the legislative body for our community, where we work together to debate the merits of the articles within the warrant before you. Please take a moment to refer to the Glossary of Terms at the back of your warrant. Because Tewksbury has an Open Town Meeting, each registered voter in Tewksbury is eligible to act on fiscal issues, zoning changes, bylaw amendments, and other matters affecting the town. Voters must wear their voting ribbon conspicuously in order to be counted during standing votes. Please ensure that it is on your person, not your jacket.*

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

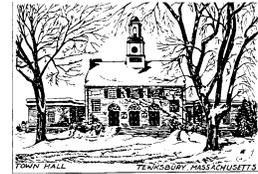
*Each speaker is allowed up to five minutes to speak on an article. Please speak clearly into the microphone so the body can hear you. I will let you know when you have 30 seconds left on your time by tapping the podium. When you hear that tapping, that is your signal to wrap up your remarks.*

*Speakers can disagree with any official, with any other voter, volunteer, or any board. We have a strong tradition in Tewksbury of maintaining a respectful dialogue during Town Meeting. I will do everything I can to ensure that each speaker is shown respect and that your questions are answered. I ask that all participants kindly do the same. Residents refusing to conduct themselves in a manner befitting this body will be asked to cede the floor, and potentially be escorted from the meeting. I hope I don't have to enforce that rule. Let's work together to address the issues before this body fairly and efficiently.*



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*I will accept a motion to move the question, however, I reserve the right to make sure we have had some dialogue about the motion. All questions on the floor are to be directed to the Moderator. If you are amending an article, you must present it to the Town Clerk in writing. We will vote on the amendment first. If the amendment passes it will then become part of the Main Motion and we will discuss it. If the amendment does not pass, then we go back to the Main Motion as it is written in the warrant.*

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

*At this time, please silence your cell phones and ensure your voter ribbon is showing so that counters can easily see it when we do standing counts. Counters – please go to your sections. Ladies and gentlemen – please take note of the counter for your section. When we do a standing count it is important that you pay attention to your counter and sit down once counted – your counter will nod at you when you are counted.*

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

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

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

The Moderator introduced the Chairman of the Finance Committee, Rob Kocsmiersky. Mr. Kocsmiersky will make the first motion on every Article unless the Finance Committee is deferring to another board. Mr. Kocsmiersky motioned to Waive the Reading of the Warrant Articles and this motion was Adopted. 7:40 PM 5/1/23

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

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

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

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



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

Moderator Weir made the following introductory comments:

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

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

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

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

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

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

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

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

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

7:44 PM 5/3/23

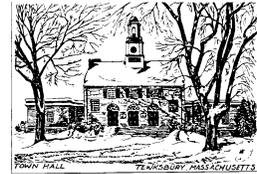
Finance Committee Chairman, Rob Kocsmiersky, motioned to Adjourn the 2023 Annual Town Meeting Sine Die, and this motion was Adopted.

7:51 PM 5/3/23



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

Chief Assessor, Finance Director, Treasurer, Collector, Town Manager, Select Board, and Finance Committee: Pursuant to Section 15A, Chapter 41, Massachusetts General Laws, I hereby certify to the funds appropriated at the Annual Town Meeting, convened by proper Warrant, on May 1, 2023.

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

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

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

**CPA Appropriation** \$61,307.00

**CPA Reserve** \$902,971.00

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

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

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

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

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

ATTEST:

DENISE GRAFFEO, TOWN CLERK



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### SECTION 1

#### ARTICLE 1

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

Accomplished at the April 1, 2023 Annual Town Election

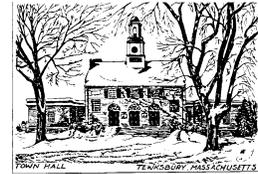
### SECTION 2

Article 2	Elected Official Salaries	Elected Official Salaries
Article 3	Consent Calendar	Consent Calendar
Article 4	Budget Related	Fiscal Year 2024 Budget
Article 5	Budget Related	Fiscal Year 2024 Sewer Enterprise Budget
Article 6	Budget Related	Fiscal Year 2024 Water Enterprise Budget
Article 7	Budget Related	Fiscal Year 2024 Stormwater Enterprise Budget
Article 8	Budget Related	Fiscal Year 2024 Cable TV Enterprise Budget
Article 9	Budget Related	Transfer \$1,937,505 from Stabilization Fund for Town Capital Equipment and Projects
Article 10	Budget Related	Transfer \$495,000 from Sewer Enterprise Fund Retained Earnings for Sewer System Improvements and Vehicle
Article 11	Budget Related	Transfer \$320,000 from Water Enterprise Fund Retained Earnings for Water System Improvements, Projects, and Vehicles
Article 12	Budget Related	Raise and Appropriate the sum of \$505,000 within the Stormwater Enterprise Fund for Drainage Improvements
Article 13	Budget Related	Transfer \$200,000 from Cable Enterprise Fund Retained Earnings for upgrades to the Tewksbury Memorial High School Studio.
Article 14	Budget Related	Authorize the borrowing of \$2,100,000 within the Water Enterprise Fund for Water Distribution Improvements
Article 15	Budget Related	Transfer \$40,644 to reduce Town Exempt Debt Principal
Article 16	Budget Related	To Appropriate and Transfer the Sum of \$455,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new lights, poles and associated electrical work at the baseball fields at the Saunders Recreation Complex.
Article 17	Budget Related	To Appropriate and Transfer the Sum of \$30,000 from the Tewksbury Community Preservation Undesignated Reserve for the purpose of new home bleachers at the football field at the Saunders Recreation Complex.
Article 18	Budget Related	To Appropriate and Transfer the Sum of \$80,000 from the Tewksbury Community Preservation Undesignated Reserve for the removal of hazardous materials at the Ella Flemings School.



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

### ARTICLE 2

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

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

Town Manager

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

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

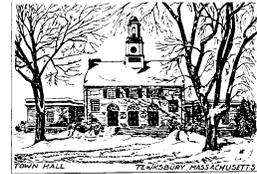
Vote:	The Amendment Failed by a standing count 32 Yes/39 No	7:50 PM	5/1/23
	Article 2 was Adopted	7:51 PM	5/1/23

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



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

Article 3-33 was Held. All other Consent Calendar Articles (3-31, 3-32, & 3-34) passed as a unit.

### ARTICLE 3-31

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 3-31 was Adopted Unanimously 7:54 PM 5/1/23

**Executive Summary:** The purpose of the article is to accept the report of various Town Officers; which are in the 2022 Town Report located on the Town's Website (<https://www.tewksbury-ma.gov/510/Annual-Town-Reports>)

### ARTICLE 3-32

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

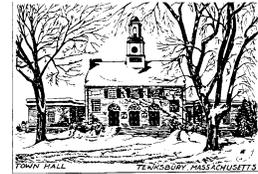
Vote: Article 3-32 was Adopted Unanimously 7:54 PM 5/1/23

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



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### ARTICLE 3-34

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

### TOWN OF TEWKSBURY FY2024 REVOLVING FUNDS EXPENDITURE CAPS

NAME	DEPARTMENT	PURPOSE	AUTHORIZATION	EXPENDITURE
Council on Aging	Council on Aging	Trips and Activities	Director, COA	\$250,000
Parks and Recreation	Parks and Recreation	Summer Program/Activities	Town Manager	\$200,000
Board of Health	Board of Health	Vaccines and Public Health Programs	Health Director	\$10,000
Traffic Signage	Dept. of Public Works	Purchase, Manufacture and Installation of Street and Traffic Signage, Including Pavement Markings	Dept. of Public Works Director	\$10,000
GIS	Community Development	Operate a Geographical Information System	Assistant Town Manager	\$75,000
Records Preservation	Town Clerk	Preservation and Safe Keeping of Historic Records	Town Clerk	\$20,000
Solid Waste, Recycling and Household Hazardous Waste	Town Manager	Solid Waste, Recycling and Household Hazardous Waste Operations and Programs and used toward the annual assessment of operation and maintenance for the post closure of the Sutton Brook landfill.	Town Manager	\$250,000
Hydrant Markers	Town Manager	Reimbursement of Damaged Markers and Donations to Install Markers	Town Manager	\$20,000
Energy Efficiency of Town & School Buildings, Equipment and Infrastructure	Town Manager	Rebates, Grants and Donations Generated from Energy Efficiency Projects (Commonwealth, Public Utilities and Others) and revenue from School and Town Electric Charging Stations	Town Manager	\$500,000
E-Billboards	Town Manager	Amounts received as fees from E-Billboards. Expenditures of the fund shall be authorized by the Town Manager or his/her designee for sidewalk maintenance, installation, and reconstruction.	Town Manager	\$200,000

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 3-34 was Adopted Unanimously

7:54 PM

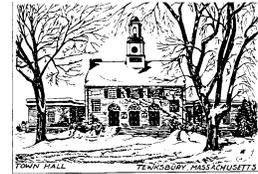
5/1/23

**Executive Summary:** This article authorizes the Fiscal Year 2024 expenditure caps on the Town's self-sufficient revolving fund accounts for the items listed above in the Town of Tewksbury. This article is in addition to the article which establishes the Revolving Funds through a General Bylaw in accordance with recent changes to Massachusetts General Laws Chapter 44 Section 53E½ by the Act to Modernize Municipal Finance and Government.



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### ARTICLE 4

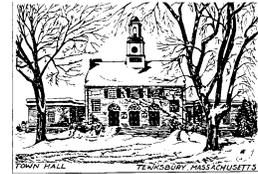
To see what sums the Town will raise and appropriate, transfer or otherwise provide, for its necessary and expedient purposes as designated hereafter, and to direct that these funds be expended only for such purposes under the direction of the respective boards, committees, commissions, and officers for the fiscal year which begins July 1, 2023; or take any action relative thereto.

General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
<b>General Government</b>					
<b>Moderator</b>					
<i>Salaries</i>	450	1,000	1,000	1,000	-
<i>Operating</i>	-	75	75	75	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Moderator Budget</b>	<b>450</b>	<b>1,075</b>	<b>1,075</b>	<b>1,075</b>	<b>-</b>
<b>Select Board</b>					
<i>Salaries</i>	23,400	31,653	31,153	31,153	(500)
<i>Operating</i>	141,311	143,000	150,962	150,962	7,962
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Select Board Budget</b>	<b>164,711</b>	<b>174,653</b>	<b>182,115</b>	<b>182,115</b>	<b>7,462</b>
<b>Town Manager</b>					
<i>Salaries</i>	509,819	508,910	517,726	517,726	8,816
Water Enterprise Fund Allocation	(9,886)	(10,356)	(10,615)	(10,615)	(259)
Sewer Enterprise Fund Allocation	(9,886)	(10,356)	(10,615)	(10,615)	(259)
<i>Total Salaries Net of Allocations</i>	490,047	488,198	496,496	496,496	8,298
<i>Operating</i>	105,580	103,372	148,113	148,113	44,741
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Manager Budget</b>	<b>615,399</b>	<b>612,282</b>	<b>665,839</b>	<b>665,839</b>	<b>53,557</b>
<b>Total Town Manager Budget Net Allocations</b>	<b>595,627</b>	<b>591,570</b>	<b>644,609</b>	<b>644,609</b>	<b>53,039</b>
<b>Finance Committee</b>					
<i>Salaries</i>	260	2,515	2,515	2,515	-
<i>Operating</i>	345	689	689	689	-
<i>Capital Outlay</i>	-	-	-	-	-
<i>Reserve Fund</i>	-	75,000	75,000	75,000	-
<b>Total Finance Committee Budget</b>	<b>605</b>	<b>78,204</b>	<b>78,204</b>	<b>78,204</b>	<b>-</b>
<b>Town Counsel</b>					
<i>Operating</i>	120,958	150,000	125,000	125,000	(25,000)
<b>Total Operating</b>	<b>120,958</b>	<b>150,000</b>	<b>125,000</b>	<b>125,000</b>	<b>(25,000)</b>
<b>Human Resources</b>					
<i>Salaries</i>	113,832	108,936	114,088	114,088	5,152
Water Enterprise Fund Allocation	(1,523)	(1,634)	(1,711)	(1,711)	(77)
Sewer Enterprise Fund Allocation	(1,523)	(1,634)	(1,711)	(1,711)	(77)
<i>Total Salaries Net of Allocations</i>	110,786	105,668	110,666	110,666	4,998
<i>Operating</i>	42,229	30,094	37,525	37,525	7,431
Water Enterprise Fund Allocation	(386)	(451)	(563)	(563)	(112)
Sewer Enterprise Fund Allocation	(386)	(451)	(563)	(563)	(112)
<i>Total Operating Net of Allocations</i>	41,457	29,192	36,399	36,399	7,207
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Human Resources Budget</b>	<b>156,061</b>	<b>139,030</b>	<b>151,613</b>	<b>151,613</b>	<b>12,583</b>
<b>Total Human Resources Budget Net Allocations</b>	<b>152,243</b>	<b>134,860</b>	<b>147,065</b>	<b>147,065</b>	<b>12,205</b>



# Town of Tewksbury

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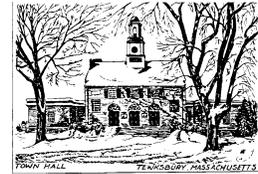
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General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
<b>Town Clerk</b>					
Salaries	299,272	276,706	281,057	281,057	4,351
Operating	17,075	23,446	24,095	24,095	649
Capital Outlay	-	-	-	-	-
<b>Total Town Clerk Budget</b>	<b>316,347</b>	<b>300,152</b>	<b>305,152</b>	<b>305,152</b>	<b>5,000</b>
<b>Election</b>					
Salaries	15,332	96,100	51,000	51,000	(45,100)
Operating	16,079	42,550	27,725	27,725	(14,825)
Capital Outlay	-	8,200	-	-	(8,200)
<b>Total Election Budget</b>	<b>31,411</b>	<b>146,850</b>	<b>78,725</b>	<b>78,725</b>	<b>(68,125)</b>
<b>Board of Registrars</b>					
Salaries	2,850	2,850	2,850	2,850	-
Operating	524	700	700	700	-
Capital Outlay	-	-	-	-	-
<b>Total Board of Registrars Budget</b>	<b>3,374</b>	<b>3,550</b>	<b>3,550</b>	<b>3,550</b>	<b>-</b>
<b>Computer Services</b>					
Salaries	148,503	176,165	118,188	118,188	(57,977)
Water Enterprise Fund Allocation	(1,828)	(2,588)	(3,402)	(3,402)	(814)
Sewer Enterprise Fund Allocation	(1,828)	(2,588)	(1,701)	(1,701)	887
Total Salaries Net of Allocations	144,847	170,989	113,085	113,085	(57,904)
Operating	187,840	234,675	229,328	229,328	(5,347)
Water Enterprise Fund Allocation	-	-	(2,720)	(2,720)	(2,720)
Water Enterprise Fund Allocation	-	-	(1,360)	(1,360)	(1,360)
Total Operating Net of Allocations	187,840	234,675	225,248	225,248	(9,427)
Capital Outlay	-	-	-	-	-
<b>Total Computer Services Budget</b>	<b>336,344</b>	<b>410,840</b>	<b>347,516</b>	<b>347,516</b>	<b>(63,324)</b>
<b>Total Computer Services Budget Net Allocations</b>	<b>332,688</b>	<b>405,664</b>	<b>338,333</b>	<b>338,333</b>	<b>(67,331)</b>
<b>Total General Government</b>	<b>1,745,659</b>	<b>2,016,636</b>	<b>1,938,789</b>	<b>1,938,789</b>	<b>(77,847)</b>
<b>Total General Government Net Allocations</b>	<b>1,718,413</b>	<b>1,986,578</b>	<b>1,903,828</b>	<b>1,903,828</b>	<b>(82,750)</b>
<b>Finance Department</b>					
<b>Accounting</b>					
Salaries	271,874	242,029	258,173	258,173	16,144
Water Enterprise Fund Allocation	(5,667)	(5,947)	(6,454)	(6,454)	(507)
Sewer Enterprise Fund Allocation	(5,667)	(5,947)	(6,454)	(6,454)	(507)
Total Salaries Net of Allocations	260,540	230,135	245,265	245,265	15,130
Operating	176,920	233,387	214,301	214,302	(19,086)
Water Enterprise Fund Allocation	(4,382)	(4,650)	(5,358)	(5,358)	(708)
Sewer Enterprise Fund Allocation	(4,382)	(4,650)	(5,358)	(5,358)	(708)
Total Operating Net of Allocations	168,156	224,087	203,585	203,586	(20,502)
Capital Outlay	-	-	-	-	-
<b>Total Accounting Budget</b>	<b>448,794</b>	<b>475,417</b>	<b>472,475</b>	<b>472,475</b>	<b>(2,942)</b>
<b>Total Accounting Budget Net Allocations</b>	<b>428,696</b>	<b>454,223</b>	<b>448,851</b>	<b>448,851</b>	<b>(5,372)</b>
<b>Assessor</b>					
Salaries	272,997	316,872	333,138	333,138	16,266
Operating	64,024	75,880	91,003	91,003	15,123
Capital Outlay	-	-	-	-	-
<b>Total Assessor Budget</b>	<b>337,021</b>	<b>392,752</b>	<b>424,141</b>	<b>424,141</b>	<b>31,389</b>



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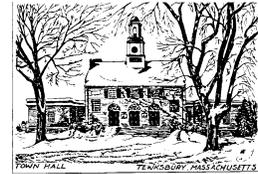
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General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
<b>Treasurer/Collector</b>					
<i>Salaries</i>	385,284	408,410	442,752	442,752	34,341
Water Enterprise Fund Allocation	(24,622)	(26,238)	(29,762)	(29,762)	(3,524)
Sewer Enterprise Fund Allocation	(24,622)	(26,238)	(29,762)	(29,762)	(3,524)
<i>Total Salaries Net of Allocations</i>	336,040	355,934	383,228	383,228	27,293
<i>Operating</i>	89,400	89,115	85,345	85,345	(3,770)
Water Enterprise Fund Allocation	(8,224)	(8,12)	(8,535)	(8,535)	377
Sewer Enterprise Fund Allocation	(8,224)	(8,912)	(8,535)	(8,535)	377
<i>Total Operating Net of Allocations</i>	72,952	71,291	68,275	68,275	(3,016)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Treasurer/Collector Budget</b>	<b>474,684</b>	<b>497,525</b>	<b>528,097</b>	<b>528,097</b>	<b>30,571</b>
<b>Total Treasurer/Collector Budget Net Allocations</b>	<b>408,992</b>	<b>427,225</b>	<b>451,503</b>	<b>451,503</b>	<b>24,277</b>
<b>Total Finance Department</b>	<b>1,260,498</b>	<b>1,365,695</b>	<b>1,424,713</b>	<b>1,424,713</b>	<b>59,019</b>
<b>Total Finance Department Net Allocations</b>	<b>1,174,708</b>	<b>1,274,201</b>	<b>1,324,495</b>	<b>1,324,495</b>	<b>50,295</b>
<b>Community Services</b>					
<b>Veteran's Services</b>					
<i>Salaries</i>	93,822	113,113	129,260	129,260	16,147
<i>Operating</i>	242,314	388,720	389,870	282,870	(105,850)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Veteran's Budget</b>	<b>336,136</b>	<b>501,833</b>	<b>519,130</b>	<b>412,130</b>	<b>(89,703)</b>
<b>Community Events</b>					
<i>Operating</i>	46,265	38,100	40,100	40,100	2,000
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Community Events Budget</b>	<b>46,265</b>	<b>38,100</b>	<b>40,100</b>	<b>40,100</b>	<b>2,000</b>
<b>Total Community Services</b>	<b>382,400</b>	<b>539,933</b>	<b>559,230</b>	<b>452,230</b>	<b>(87,703)</b>
<b>Council on Aging</b>					
<i>Salaries</i>	256,962	286,744	300,224	300,224	13,480
<i>Operating</i>	181,260	153,175	154,474	154,474	1,299
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Council on Aging Budget</b>	<b>438,222</b>	<b>439,919</b>	<b>454,698</b>	<b>454,698</b>	<b>14,779</b>
<b>Facilities</b>					
<b>Town Facilities and Grounds</b>					
<i>Salaries</i>	290,854	293,014	334,750	334,750	41,736
<i>Operating</i>	274,024	226,993	229,765	229,765	2,772
<i>Capital Outlay</i>	34,191	-	-	-	-
<b>Total Town Facilities and Grounds Budget</b>	<b>599,068</b>	<b>520,007</b>	<b>564,515</b>	<b>564,515</b>	<b>44,508</b>
<b>Town Hall</b>					
<i>Salaries</i>	58,053	59,872	61,343	61,343	1,471
<i>Operating</i>	207,305	199,984	201,784	201,784	1,800
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Town Hall Budget</b>	<b>265,358</b>	<b>259,856</b>	<b>263,127</b>	<b>263,127</b>	<b>3,271</b>
<b>Total Facilities</b>	<b>864,426</b>	<b>779,863</b>	<b>827,642</b>	<b>827,642</b>	<b>47,779</b>
<b>Library</b>					
<i>Salaries</i>	1,047,408	1,079,537	1,124,508	1,124,508	44,971
<i>Operating</i>	380,649	394,121	421,211	421,211	27,090
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total Library Budget</b>	<b>1,428,057</b>	<b>1,473,658</b>	<b>1,545,719</b>	<b>1,545,719</b>	<b>72,061</b>



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General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
<b>Planning and Development</b>					
<b>Planning (Community Development)</b>					
Salaries	177,849	223,537	231,449	231,449	7,911
Operating	36,310	27,692	27,692	27,692	-
Capital Outlay	-	-	-	-	-
<b>Total Community Development Budget</b>	<b>214,158</b>	<b>251,229</b>	<b>259,141</b>	<b>259,141</b>	<b>7,911</b>
<b>Building Department</b>					
Salaries	344,573	355,323	368,970	368,970	13,646
Operating	14,140	16,929	10,309	10,309	(6,620)
Capital Outlay	-	-	-	-	-
<b>Total Building Department Budget</b>	<b>358,714</b>	<b>372,252</b>	<b>379,279</b>	<b>379,279</b>	<b>7,026</b>
<b>Board of Health</b>					
Salaries	222,969	291,244	302,462	302,462	11,218
Operating	35,504	22,688	20,755	20,755	(1,933)
Capital Outlay	-	-	-	-	-
<b>Total Board of Health Budget</b>	<b>258,473</b>	<b>313,932</b>	<b>323,217</b>	<b>323,217</b>	<b>9,285</b>
<b>Total Planning and Development</b>	<b>831,345</b>	<b>937,414</b>	<b>961,637</b>	<b>961,637</b>	<b>24,223</b>
<b>Public Safety</b>					
<b>Police</b>					
Salaries	6,831,610	7,392,493	7,479,895	7,480,705	88,211
Operating	858,365	879,360	892,199	892,199	12,839
Capital Outlay	397,746	318,867	411,737	358,204	39,337
<b>Total Police Budget</b>	<b>8,087,721</b>	<b>8,590,721</b>	<b>8,783,831</b>	<b>8,731,108</b>	<b>140,387</b>
<b>Fire</b>					
Salaries	5,682,250	5,983,694	6,120,926	6,120,926	137,233
Operating	526,401	497,986	526,804	526,804	28,818
Capital Outlay	-	-	-	-	-
<b>Total Fire Budget</b>	<b>6,208,651</b>	<b>6,481,679</b>	<b>6,647,730</b>	<b>6,647,730</b>	<b>166,051</b>
<b>Emergency Management</b>					
Salaries	-	-	-	-	-
Operating	1,899	-	-	-	-
Capital Outlay	-	-	-	-	-
<b>Total Emergency Mgt. Budget</b>	<b>1,899</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Parking Clerk</b>					
Salaries	4,000	4,000	4,000	4,000	-
Operating	123	1,200	1,200	1,200	-
Capital Outlay	-	-	-	-	-
<b>Total Parking Clerk Budget</b>	<b>4,123</b>	<b>5,200</b>	<b>5,200</b>	<b>5,200</b>	<b>-</b>
<b>Total Public Safety Budget</b>	<b>14,302,393</b>	<b>15,077,600</b>	<b>15,436,762</b>	<b>15,384,038</b>	<b>306,438</b>
<b>School Departments</b>					
<b>Tewksbury</b>					
Salaries	35,858,444	37,570,983	38,690,763	38,690,763	1,119,780
Operating	15,222,510	14,679,800	15,504,896	15,504,896	825,096
Capital Outlay	837,049	789,603	789,603	789,603	-
<b>Total School Operating Budget</b>	<b>51,918,003</b>	<b>53,040,386</b>	<b>54,985,262</b>	<b>54,985,262</b>	<b>1,944,876</b>
Offsets	-	-	-	-	-
<b>Net School Operating Budget</b>	<b>51,918,003</b>	<b>53,040,386</b>	<b>54,985,262</b>	<b>54,985,262</b>	<b>1,944,876</b>



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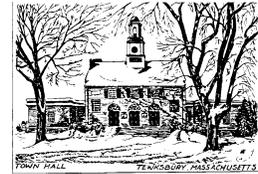
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General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
Fixed Costs					
Health	7,855,062	8,160,761	8,642,226	8,642,226	481,465
Retirement	1,619,695	1,727,370	1,869,007	1,869,007	141,637
Medicare	482,525	550,186	505,975	505,975	(44,211)
Unemployment	1,925	150,000	50,000	50,000	(100,000)
Insurance	297,070	454,961	452,935	452,935	(2,026)
Principal	-	-	-	-	-
Long Term Interest	-	-	-	-	-
Short Term Interest	-	-	-	-	-
<b>Total Fixed Costs</b>	<b>10,256,277</b>	<b>11,043,278</b>	<b>11,520,143</b>	<b>11,520,143</b>	<b>476,865</b>
<b>Town Tewksbury School Budget</b>	<b>62,174,279</b>	<b>64,083,664</b>	<b>66,505,405</b>	<b>66,505,405</b>	<b>2,421,741</b>
<b>Exempt School Debt Principal</b>	<b>4,419,155</b>	<b>4,195,000</b>	<b>4,210,000</b>	<b>4,210,000</b>	<b>15,000</b>
<b>Exempt School Exempt Interest</b>	<b>2,622,533</b>	<b>2,408,450</b>	<b>2,198,700</b>	<b>2,198,700</b>	<b>(209,750)</b>
<b>Shawsheen Regional Vocational School</b>	<b>6,843,037</b>	<b>7,369,366</b>	<b>8,018,527</b>	<b>8,018,527</b>	<b>649,161</b>
<b>Essex North Shore Agricultural and Tech. School District</b>	<b>113,276</b>	<b>133,414</b>	<b>87,408</b>	<b>87,408</b>	<b>(46,006)</b>
<b>Total School Departments</b>	<b>76,172,280</b>	<b>78,189,894</b>	<b>81,020,039</b>	<b>81,020,039</b>	<b>2,830,145</b>
<b>Department of Public Works</b>					
<b>DPW Administration</b>					
<i>Salaries</i>	405,699	595,231	438,361	407,931	(187,300)
Water Enterprise Fund Allocation	(66,128)	(72,408)	(70,305)	(70,305)	2,103
Sewer Enterprise Fund Allocation	(66,128)	(72,408)	(70,305)	(70,305)	2,103
<i>Total Salaries Net of Allocations</i>	273,443	450,415	297,751	267,321	(183,094)
<i>Operating</i>	126,499	140,140	154,665	140,585	445
Water Enterprise Fund Allocation	(36,111)	(35,035)	(35,146)	(35,146)	(111)
Sewer Enterprise Fund Allocation	(36,111)	(35,035)	(35,146)	(35,146)	(111)
<i>Total Operating Net of Allocations</i>	54,277	70,070	84,373	70,293	223
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Administration Budget</b>	<b>532,198</b>	<b>735,371</b>	<b>593,026</b>	<b>548,516</b>	<b>(186,855)</b>
<b>Total DPW Administration Budget Net Allocations</b>	<b>327,720</b>	<b>520,485</b>	<b>382,124</b>	<b>337,614</b>	<b>(182,871)</b>
<b>DPW Engineering</b>					
<i>Salaries</i>	494,117	534,261	502,664	536,701	2,440
Water Enterprise Fund Allocation	(166,892)	(172,301)	(179,297)	(179,297)	(6,996)
Sewer Enterprise Fund Allocation	(164,778)	(172,267)	(179,360)	(179,360)	(7,093)
<i>Total Salaries Net of Allocations</i>	162,447	189,693	144,007	178,044	(11,649)
<i>Operating</i>	41,972	789,867	537,485	537,485	(252,382)
Water Enterprise Fund Allocation	(16,775)	(16,744)	(15,744)	(15,744)	1,000
Sewer Enterprise Fund Allocation	(13,580)	(13,555)	(12,745)	(12,745)	810
<i>Total Operating Net of Allocations</i>	11,617	759,568	508,996	508,996	(250,572)
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Engineering Budget</b>	<b>536,089</b>	<b>1,324,128</b>	<b>1,040,149</b>	<b>1,074,186</b>	<b>(249,942)</b>
<b>Total DPW Engineering Budget Net Allocations</b>	<b>174,064</b>	<b>949,261</b>	<b>653,003</b>	<b>687,040</b>	<b>(262,221)</b>
<b>DPW Highway</b>					
<i>Salaries</i>	900,598	1,072,861	1,134,022	1,134,022	61,162
<i>Operating</i>	362,628	381,065	408,875	408,875	27,810
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Highway Budget</b>	<b>1,263,226</b>	<b>1,453,926</b>	<b>1,542,897</b>	<b>1,542,897</b>	<b>88,972</b>



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General Fund Budget Classification	FY2022 EXPENDED	FY2023 BUDGETED	FY2024 DEPT REQ	FY2024 TM REC	BUDGET INC/DEC
<b>DPW Forestry</b>					
<i>Salaries</i>	-	-	-	-	-
<i>Operating</i>	136,458	117,200	132,460	132,460	15,260
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Forestry Budget</b>	<b>136,458</b>	<b>117,200</b>	<b>132,460</b>	<b>132,460</b>	<b>15,260</b>
<b>DPW Fleet Maintenance</b>					
<i>Salaries</i>	299,920	328,093	343,511	343,511	15,418
Water Enterprise Fund Allocation	(51,496)	(54,021)	(58,594)	(58,594)	(4,573)
Sewer Enterprise Fund Allocation	(51,496)	(54,021)	(58,594)	(58,594)	(4,573)
<i>Total Salaries Net of Allocations</i>	196,928	220,051	226,323	226,323	6,272
<i>Operating</i>	605,467	576,845	717,580	717,580	140,735
Water Enterprise Fund Allocation	(55,299)	(60,007)	(77,436)	(77,436)	(17,429)
Sewer Enterprise Fund Allocation	(55,299)	(60,007)	(77,436)	(77,436)	(17,429)
<i>Total Operating Net of Allocations</i>	494,869	456,831	562,708	562,708	105,877
<i>Capital Outlay</i>	3,163	-	24,640	-	-
<b>Total DPW Fleet Maint, Budget</b>	<b>908,550</b>	<b>904,938</b>	<b>1,085,731</b>	<b>1,061,091</b>	<b>156,153</b>
<b>Total DPW Fleet Maint, Budget Net Allocations</b>	<b>694,960</b>	<b>676,882</b>	<b>813,671</b>	<b>789,031</b>	<b>112,149</b>
<b>DPW Snow and Ice</b>					
<i>Salaries</i>	197,764	95,000	95,000	95,000	-
<i>Operating</i>	616,017	161,000	161,000	161,000	-
<i>Capital Outlay</i>	-	-	-	-	-
<b>Total DPW Snow and Ice Budget</b>	<b>813,781</b>	<b>256,000</b>	<b>256,000</b>	<b>256,000</b>	<b>-</b>
<b>Street Lighting</b>					
<i>Operating</i>	475,617	72,750	72,750	72,750	-
<b>Total Street Lighting Budget</b>	<b>475,617</b>	<b>72,750</b>	<b>72,750</b>	<b>72,750</b>	<b>-</b>
<b>Solid Waste</b>					
<i>Operating</i>	2,723,723	2,858,367	3,438,814	3,438,814	580,447
<b>Total Solid Waste Budget</b>	<b>2,723,723</b>	<b>2,858,367</b>	<b>3,438,814</b>	<b>3,438,814</b>	<b>580,447</b>
<b>Total DPW Budget</b>	<b>7,389,641</b>	<b>7,722,680</b>	<b>8,161,827</b>	<b>8,126,714</b>	<b>404,034</b>
<b>Total DPW Budget Net Allocations</b>	<b>6,609,548</b>	<b>6,904,871</b>	<b>7,291,719</b>	<b>7,256,606</b>	<b>351,735</b>
<b>Unclassified</b>					
Non-Exempt Principal Maturing Debt	215,000	1,530,000	1,530,000	1,530,000	-
Non Exempt Interest-Maturing Debt	93,731	959,807	959,807	959,807	-
Interest-Temporary Loans	-	-	-	-	-
Exempt Principal Maturing Debt	3,677,490	3,772,500	3,935,000	3,935,000	162,500
Exempt Interest-Maturing Debt	1,323,344	1,148,994	960,369	960,369	(188,625)
<i>Middlesex Retirement Assmt.</i>	7,557,697	8,060,740	9,063,541	9,063,541	1,002,801
Water Enterprise Fund Allocation	(433,124)	(464,408)	(536,995)	(536,995)	(72,587)
Sewer Enterprise Fund Allocation	(80,323)	(86,065)	(52,951)	(52,951)	33,114
Cable Enterprise Fund Allocation	(12,550)	(13,445)	(14,096)	(14,096)	(651)
<i>Total Retirement</i>	7,031,700	7,496,822	8,459,499	8,459,499	962,677
Occupational Injury Reserve	125,000	125,000	125,000	125,000	-
Unemployment Compensation	1,925	10,000	10,000	10,000	-
<i>Group Insurance</i>	4,855,274	5,143,791	5,501,871	5,501,871	358,080
Water Enterprise Fund Allocation	(358,286)	(368,885)	(371,401)	(371,401)	(2,516)
Sewer Enterprise Fund Allocation	(132,241)	(127,887)	(141,131)	(141,131)	(13,244)
Cable Enterprise Fund Allocation	(15,443)	(16,176)	(16,930)	(16,930)	(754)
<i>Total Group Insurance</i>	4,349,304	4,630,843	4,972,409	4,972,409	341,566



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876



## OFFICE OF TOWN CLERK

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General Fund Budget Classification	FY2022	FY2023	FY2024	FY2024	BUDGET
	EXPENDED	BUDGETED	DEPT REQ	TM REC	INC/DEC
<i>Medicare Tax</i>	375,021	302,535	329,194	329,194	26,659
Water Enterprise Fund Allocation	(21,990)	(24,511)	(28,411)	(28,411)	(3,900)
Sewer Enterprise Fund Allocation	(6,126)	(8,660)	(9,646)	(9,646)	(986)
Cable Enterprise Fund Allocation	(2,521)	(2,683)	(2,830)	(2,830)	(147)
<i>Total Medicare Tax</i>	344,384	266,681	288,307	288,307	21,626
Other-Post Employment Benefits	650,000	650,000	650,000	650,000	
<i>Property and Liability Insurance</i>	547,855	691,353	743,322	743,322	51,969
Water Enterprise Fund Allocation	(90,939)	(103,061)	(117,324)	(117,324)	(14,263)
Sewer Enterprise Fund Allocation	(25,301)	(28,521)	(32,736)	(32,736)	(4,215)
<i>Total Property and Liability</i>	431,615	559,771	593,262	593,262	33,491
<i>North Middlesex Regional Emergency Communications Center</i>	400,000	490,809	490,809	490,809	-
<b>Total Unclassified Budget</b>	<b>19,822,337</b>	<b>22,885,529</b>	<b>24,298,913</b>	<b>24,298,913</b>	<b>1,413,384</b>
<b>Total Unclassified Budget Net Allocations</b>	<b>18,643,493</b>	<b>21,641,227</b>	<b>22,974,462</b>	<b>22,974,462</b>	<b>1,333,235</b>
<b>Total Budget Before Transfers, Allocations and Offsets</b>	<b>124,637,258</b>	<b>131,428,821</b>	<b>136,629,968</b>	<b>136,435,133</b>	<b>5,006,312</b>
<b>Total Budget Before Transfers Net Allocations/Offsets</b>	<b>122,565,285</b>	<b>129,245,158</b>	<b>134,300,230</b>	<b>134,105,395</b>	<b>4,860,237</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>122,565,285</b>	<b>129,245,158</b>	<b>134,300,230</b>	<b>134,105,395</b>	<b>4,860,237</b>

Town Manager

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

Vote: Article 4 was Adopted Unanimously

7:56 PM

5/1/23

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



# Town of Tewksbury

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### ARTICLE 5

To see if the Town will vote to raise and appropriate and transfer from available funds a sum of \$7,109,644 to be expended by the Town Manager to operate the Sewer Enterprise Fund; or take any other action relative thereto.

#### TOWN OF TEWKSBURY SEWER ENTERPRISE FUND FISCAL YEAR 2024 PROPOSED BUDGET

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

Town Manager

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

Vote: Article 5 was Adopted Unanimously

7:59 PM

5/1/23

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



# Town of Tewksbury

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### ARTICLE 6

To see if the Town will vote to raise and appropriate a sum of \$8,182,480 to be expended by the Town Manager to operate the Water Enterprise Fund; or take any action relative thereto.

#### TOWN OF TEWKSBURY WATER ENTERPRISE FUND FISCAL YEAR 2024 PROPOSED BUDGET

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

Town Manager

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

Vote: Article 6 was Adopted Unanimously

8:00 PM

5/1/23

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



# Town of Tewksbury

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### ARTICLE 7

To see if the Town will vote to raise and appropriate a sum of \$611,200 to be expended by the Town Manager to operate the Stormwater Enterprise Fund; or take any action relative thereto.

#### TOWN OF TEWKSBURY STORMWATER ENTERPRISE FUND FISCAL YEAR 2024 PROPOSED BUDGET

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

Town Manager

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

Vote: Article 7 was Adopted Unanimously

8:01 PM

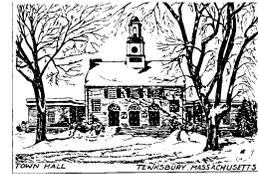
5/1/23

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



# Town of Tewksbury

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### ARTICLE 8

To see if the Town will vote to raise and appropriate a sum of \$406,038 to be expended by the Town Manager to operate the Cable TV Enterprise Fund; or take any action relative thereto.

#### TOWN OF TEWKSBURY CABLE TV ENTERPRISE FUND FISCAL YEAR 2024 PROPOSED BUDGET

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

Town Manager

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

Vote: Article 8 was Adopted Unanimously

8:01 PM

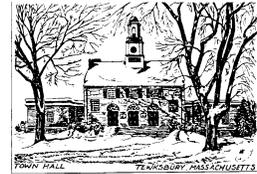
5/1/23

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



# Town of Tewksbury

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### ARTICLE 9

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

#### **DPW**

Rubber Wheeled Excavator w/ Brush Cutter	180,000
Two Variable Message Boards	22,000
Asphalt Curb Machine	8,000
Brush Bandit Chipper	100,000
Replace Engineering Division Vehicle	45,000
Replace F-350 w/plow package	120,000
Fleet Vehicle Maintenance/Repair Equipment Replacement	24,640
<b>Total DPW</b>	<b>499,640</b>

#### **Fire**

New Ambulance and Equipment	410,000
New Fire Engine and Equipment	897,000
<b>Total Fire</b>	<b>1,307,000</b>

#### **Facilities and Grounds**

Police Department Upgrades	130,865
<b>Total Facilities and Grounds</b>	<b>130,865</b>

**Total** **1,937,505**

Town Manager

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

Vote: Article 9 was Adopted Unanimously (2/3 Required)

8:02 PM

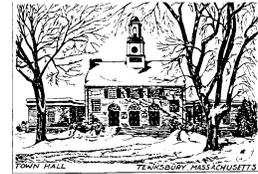
5/1/23

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



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### ARTICLE 10

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

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

Town Manager

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

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

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

### ARTICLE 11

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

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

Town Manager

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

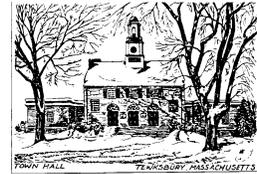
Vote: Article 11 was Adopted Unanimously 8:05 PM 5/1/23

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



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876



## OFFICE OF TOWN CLERK

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### ARTICLE 12

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

Drainage Improvements and Upgrades	450,000
Project Development	55,000
<b>Total</b>	<b>505,000</b>

Town Manager

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

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

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

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

### ARTICLE 13

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

Town Manager

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

Vote: Article 13 was Adopted Unanimously 8:07 PM 5/1/23

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



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### ARTICLE 14

To see if the Town will vote to appropriate the sum of \$2,100,000 to be expended by the Town Manager for the cost of installing and replacing waterlines in the Town, and including the payment of all costs incidental and related thereto and to determine whether such amount should be raised by taxation, by transfer from available funds, by borrowing or by any combination of the foregoing, and, if by borrowing, the Town Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore; or take any action relative thereto. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**Motion:** That the Town hereby appropriates the sum of \$2,100,000, for the cost of installing and replacing waterlines in the Town, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Town Manager

**Motion:** The Finance Committee motioned to Adopt; Appropriate the sum of \$2,100,000, for the cost of installing and replacing waterlines in the Town, and for the payment of all costs incidental and related thereto, and that to meet this appropriation the Town Treasurer, with the approval of the Select Board, is hereby authorized to borrow said sum under and pursuant to Chapter 44 Section 8(5) of the Massachusetts General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefore. Any premium received by the Town upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Vote: Article 14 was Adopted Unanimously 74 Yes/0 No (2/3 Required) 8:11 PM 5/1/23

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

### ARTICLE 15

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

Town Manager

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

Vote: Article 15 was Adopted Unanimously 8:11 PM 5/1/23

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



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### ARTICLE 16

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

Community Preservation Committee

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

Vote: Article 16 was Adopted Unanimously 8:12 PM 5/1/23

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

### ARTICLE 17

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

Community Preservation Committee

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

Vote: Article 17 was Adopted 8:12 PM 5/1/23

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

### ARTICLE 18

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

Community Preservation Committee

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

Vote: Article 18 was Adopted 8:15 PM 5/1/23

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



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### ARTICLE 19

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

Community Preservation Committee

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

Vote: Article 19 was Adopted Unanimously 8:16 PM 5/1/23

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

### ARTICLE 20

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

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

Town Manager

Motion: The Finance Committee motioned to Adopt

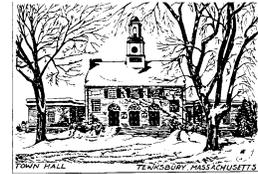
Vote: Article 20 was Adopted Unanimously 8:16 PM 5/1/23

**Executive Summary:** According to Chapter 105 of the Acts of 2003, the Tewksbury Affordable Housing Trust Fund is to have an allocation submitted to and approved at the Annual Town Meeting. The FY2024 allocation plan meets the expenditure requirements of the Special Act.



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### ARTICLE 21

To see if the Town will vote to appropriate or reserve from the Community Preservation Fund annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, community preservation projects and other expenses in Fiscal Year 2024, with each item to be considered a separate appropriation; or take any other action related thereto.

Appropriations:

Administrative Costs \$61,307

Reserves:

Open Space \$122,615

Community Housing \$122,615

Historic Preservation -----

FY2024 Budgeted Reserve \$919,000

Community Preservation Committee

Motion: The Finance Committee motioned to Adopt

Vote: Article 21 was Adopted Unanimously 8:17 PM 5/1/23

**Executive Summary:** Massachusetts General Law, Chapter 44B requires that the Town appropriate for spending, or reserve for future spending, from the fund balance at least 10% for open space, 10% for historic preservation, and 10% for community housing. FY2024 Historic 10% Reserve will be achieved with the Town Hall Rehabilitation Bond payment.

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

### ARTICLE 22

To see if the Town will vote to authorize under the provisions of Chapter 44, Section 53E ½ of the Massachusetts General Laws, establishing a self-sufficient revolving fund to account for revenues and expenditures relating to the operations and maintenance of the Tewksbury Community Market. The fund shall be credited with all amounts received from philanthropic entities and individuals wishing to contribute to the market operations. Expenditures of the fund shall be authorized by the Town Manager or his/her designee. The total amount which may be expended from the fund in any given fiscal year shall be limited to \$25,000.00 and further amend the Town's General Bylaw Chapter 3.14 Section 3.14.050 Table of Authorized Revolving Funds to add such fund; or take any other action relative thereto.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 22 was Adopted Unanimously 8:17 PM 5/1/23

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



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### ARTICLE 23

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

Town Manager

Motion: The Finance Committee motioned to Adopt

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

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

### ARTICLE 24

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

Town Manager

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

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

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

### ARTICLE 25

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

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

Town Manager

Motion: The Finance Committee motioned to Adopt

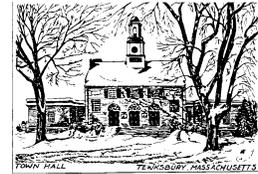
Vote: Article 25 was Adopted Unanimously 8:20 PM 5/1/23

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



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### ARTICLE 26

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

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

Further, to authorize the General Court to make changes of form only to this Home Rule Petition unless the Select Board authorizes any changes that are within the scope, intent, and public purposes of this Home Rule Petition, and to authorize the Board to approve such changes.

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 26 was Adopted Unanimously 8:21 PM 5/1/23

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

### ARTICLE 27

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

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

Select Board

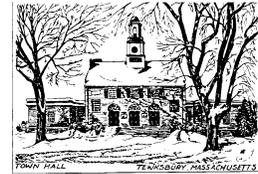
Motion: The Select Board motioned to Withdraw Article 27

Vote: Article 27 was Withdrawn Unanimously 8:21 PM 5/1/23



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

### ARTICLE 28

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

Richard Cuoco

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

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

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

### ARTICLE 29

To see if the Town will vote, pursuant to Massachusetts General Laws Chapter 82, Section 21-24, as amended, and any other applicable statutes, to accept the laying out as a town way by order of the Select Board: a certain parcel of land situated in Tewksbury, Middlesex County, Massachusetts shown as Grammy's Way on a plan entitled, "Street Acceptance Plan of Land in Tewksbury, Massachusetts, prepared for Jeannette B. Sullivan Family Realty Trust; dated December 8, 2022, Drawing #SA-1, prepared by Civil Design Consultants, Inc.", a copy of which plan has been filed with the office of the Town Clerk and the Department of Community Development; and such plan is referred to for more particular description and to authorize the Select Board to take by eminent domain, an easement, or in fee; or take any other action relative thereto.

Nancy D. O'Connor

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

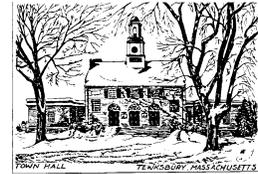
Vote:	Article 29 was Tabled Unanimously	8:24 PM	5/1/23
	The motion to Take the Article From the Table was Adopted Unanimously	7:35 PM	5/3/23
	Article 29 was Adopted Unanimously	7:36 PM	5/3/23

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



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### ARTICLE 30

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

George Ferdinand

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

Vote: Article 30 Failed 8:29 PM 5/1/23

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### ARTICLE 3

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

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

### ARTICLE 3-33

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

Town Manager

Motion: Article 3-33 was Held For Debate  
The Finance Committee motioned to Adopt

Vote: Article 3-33 was Adopted Unanimously 8:33 PM 5/1/23

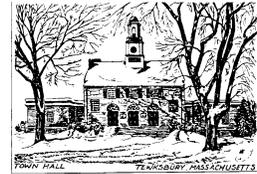
**Executive Summary:** Each year the state indicates the amount it will allot to cities and towns for sidewalk and roadwork under Chapter 90. This article authorizes the Town to spend these funds.

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### SECTION 3

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

### ARTICLE 35

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

- A.      Under Section 5.3.4:
  - 1)      Insert Section 5.3.4.A. Table of Requirements
  - 2)      Insert Section 5.3.4.B Supplemental Regulations for Industrial Districts
  - 3)      Insert Section 5.3.4.B.1 More than one principal structure may be erected on a lot by special permit from the Planning Board, subject to 3.4 of this Bylaw and the following conditions:
    - a)      No principal building shall be located in relation to another principal building on the same lot, or on an adjacent lot, so as to cause danger from fire;
    - b)      All principal buildings on the lot shall be served by access ways suitable for fire, police, and emergency vehicles;
    - c)      All of the multiple principal buildings on the same lot shall be accessible via pedestrian walkways connected to the required parking for the premises, and to each principal building.
- B.      Amend Definitions Section 2 – MAJOR PROJECT, TOWN CENTER by adding the underlined text: Any development of 25,000 square feet or more inclusive of all structures and paved areas.
- C.      Amend Section 6.2.10.4 with the following underlined additions and strikethrough deletions:
 

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

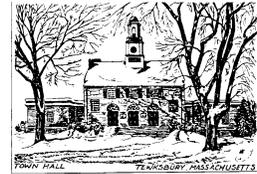
  - 1)      Businesses located within 100 feet of the street – One wall sign not to exceed three feet in height and ½ the length ~~¾ of a square foot per linear foot~~ of the business façade, with a maximum length of 30 feet.
  - 2)      Businesses located between 100 and 300 feet from the street – One wall sign not to exceed four feet in height and ½ the length ~~1 ½ square feet per linear foot~~ of the business’s façade, with a maximum length of 40 feet.
  - 3)      Businesses located more than 300 feet from the street – One wall sign not to exceed five feet in height and ¾ the length ~~two square feet per linear foot~~ of the business’s façade, with a maximum length of 50 feet.
- D.      Amend Section 6.2.10.5 with the following underlined additions and strikethrough deletions:
 

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



# 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)

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

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

7:38 PM

5/3/23

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

### ARTICLE 36

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

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

Planning Board

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

Vote: Article 36 was Adopted 80 Yes/2 No (2/3 Required=55)

7:39 PM

5/3/23

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

### ARTICLE 37

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

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

Robert G. Scarano

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

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

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

Vote: The Amendment was Adopted

7:42 PM

5/3/23

Article 37 was Adopted as Amended 63 Yes/3 No

7:51 PM

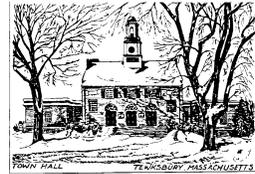
5/3/23

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



# Town of Tewksbury

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

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

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

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

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK