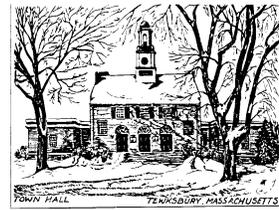




# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF THE TOWN CLERK



DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

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

Tewksbury Memorial High School  
320 Pleasant Street  
Special Town Meeting  
May 7, 2025

Moderator Dustin Weir called to order the May 7, 2025 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 7, 2025, there were 102 voters and 8 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 purple ribbons with orange stripes and 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 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. Richard Levasseur, will make the first motion on every article unless the Finance Committee is deferring to another board.*

Mr. Levasseur motioned to Waive the Reading of the Warrant Articles and this motion was Adopted unanimously.  
7:03 PM 5/7/25

*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. Levasseur 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 unanimously.  
7:05 PM 5/7/25

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

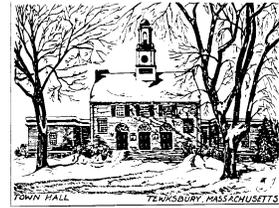
Finance Committee Chairman, Richard Levasseur, motioned to Adjourn the May 7, 2025 Special Town Meeting Sine Die, and this motion was Adopted.  
7:09 PM 5/7/25



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF THE TOWN CLERK



DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

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

## APPROPRIATION CERTIFICATE - SPECIAL TOWN MEETING – MAY 7, 2025

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 7, 2025.

	ARTICLE	FREE CASH	TRANSFER FROM OTHER AVAILABLE FUNDS
1	FY25 BUDGET TRANSFERS		1,105,162.00
2	DPW SNOW & ICE OPERATIONS	586,046.35	
4	LATE BILLS	13,953.65	
	TOTAL	600,000.00	1,105,162.00

<u>Free Cash</u>	<u>\$600,000.00</u>	
<u>Transfers</u>		<u>\$1,105,162.00</u>

ATTEST:

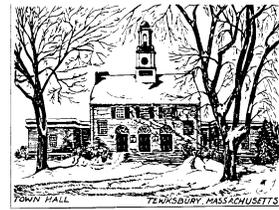
DENISE GRAFFEO  
TOWN CLERK



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF THE TOWN CLERK



DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

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

## ARTICLE 1

To see if the Town will vote to transfer funds into the following FY2025 Departmental Budgets; or take any action related thereto:

Department	Account		Budget
	Org	Object	Shortfall
Northern Middlesex	999952	5240	\$ 40,000
Assessor Regular Salary	1011411	5111	44,052
Administrative Services Regular Salary	1011531	5111	25,000
Police Regular Salary	1042101	5111	57,214
School Unemployment	1053002	5750	5,000
School Medicare	1053002	5740	21,000
School Operating Budget	13439440	601098	275,000
School Operating Budget	13439540	601129	225,000
School Operating Budget	13431440	601032	75,000
School Operating Budget	13431540	601032	75,000
Essex Agricultural Tuition	10858402	5652	18,220
DPW Fleet Overtime	10640061	5130	5,000
DPW Snow & Ice	1064232	5290	163,000
Health Regular Salaries	1075101	5111	3,600
Council on Aging Temp/PT	1085411	5120	12,000
Council on Aging Repairs and Maintenance	1085412	5240	31,076
Town Medicare	1109152	5740	30,000
		<b>Total</b>	<b>\$ 1,105,162</b>

Said sum to be transferred from the following available funds:

Department	Account		Budget
	Org	Object	Surplus
Accounting Regular Salaries	1011351	5111	\$ 20,000
Town Hall Regular Salaries	1011921	5111	12,000
School Group Health	1053002	5711	390,291
Shawsheen Regional Vocational School	1058402	5670	470,000
DPW Highway Regular Salaries	10640031	5111	5,000
Solid Waste	1074252	5291	107,871
Town Group Health	1109142	5711	100,000
		<b>Total</b>	<b>\$ 1,105,162</b>

Town Manager

Motion: The Finance Committee motioned to Adopt

Vote: Article 1 was Adopted Unanimously

7:06 PM 5/7/25

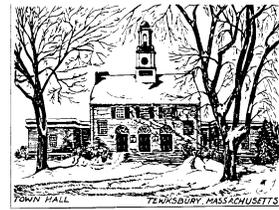
**Executive Summary:** This article transfers funds from accounts with a projected surplus to accounts with a projected deficit or to accounts to allow for the purchase of needed items or services.



# Town of Tewksbury

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

OFFICE OF THE TOWN CLERK



DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK

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

## ARTICLE 2

To see if the Town will vote to transfer from certified General Fund Free Cash a sum of \$586,046.35 into the FY2025 DPW Snow & Ice Budget as follows; or take any action relative thereto.

<b>Department</b>	<b>Account</b>	<b>Amount</b>
DPW Snow & Ice-Operating	Various Accounts	\$ 586,046.35
<b>Total Transfers In</b>		<b>\$ 586,046.35</b>

Said sum to be transferred from the following available funds:

<b>Department</b>	<b>Account</b>	<b>Amount</b>
July 1, 2023 Certified Free Cash (Surplus Revenue)	1-3590	\$ 586,046.35
<b>Total Transfers Out</b>		<b>\$ 586,046.35</b>

Town Manager

Motion: The Finance Committee motioned to Adopt, transfer \$586,046.35 from certified General Fund Free Cash into the Snow & Ice Budget

Vote: Article 2 was Adopted Unanimously 7:06 PM 5/7/25

**Executive Summary:** This article utilizes Free Cash certified as of July 1, 2024, to fund Department of Public Works - Snow and Ice due to the amount of snow and ice events during the winter which exceeded the amount budgeted.

## ARTICLE 3

To see if the Town will vote to transfer and appropriate from certified General Fund Free Cash a sum of \$13,953.65 to pay the following outstanding bills from the previous year; or take any action relative thereto.

<b>Dept</b>	<b>Vendor</b>	<b>Amount</b>
DPW	Harcros	\$ 1,125.30
DPW	Lowell Janitorial Supply	807.71
DPW	Verizon	399.30
DPW	A/D Instrument	1,350.00
F&G	Trugreen	415.34
RECC	Boston Mechanical	1,551.00
RECC	New England Sprinkler	805.00
COA	Electric	7,500.00
<b>Total</b>		<b>\$ 13,953.65</b>

Town Manager

Motion: The Finance Committee motioned to Adopt, transfer \$13,953.65 from General Fund Free Cash to pay outstanding bills from the previous year.

Vote: Article 3 was Adopted Unanimously (9/10 Required) 7:08 PM 5/7/25

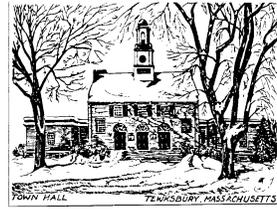
**Executive Summary:** According to Massachusetts General Laws Chapter 44 § 64, bills that are late must be approved by Town Meeting before payment. This article authorizes the charges to be paid.



# *Town of Tewksbury*

TOWN HALL  
1009 MAIN ST  
TEWKSBURY, MASSACHUSETTS 01876

**OFFICE OF THE TOWN CLERK**



**DENISE GRAFFEO, CMC/CMMC  
TOWN CLERK**

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

Finance Committee Chairman, Richard Levasseur, motioned to Adjourn the May 7, 2025 Special Town Meeting Sine Die, and this motion was Adopted Unanimously.

7:09 PM 5/7/25

RESPECTFULLY SUBMITTED:

DENISE GRAFFEO, TOWN CLERK